

## COUNTY OF MILWAUKEE

Inter-Office Memorandum

**DATE:** April 20, 2012

**TO:** Marina Dimitrijevic, Chairwoman, Milwaukee County Board of Supervisors

**FROM:** Héctor Colón, Director, Department of Health and Human Services  
*Prepared by James Mathy, Housing Administrator, Housing Division*

**SUBJECT:** **Revised Report from the Director, Department of Health and Human Services, Requesting Approval to Allocate the Anticipated 2012 Community Development Block Grant (CDBG) Funding**

### **Background**

The Department of Health and Human Services (DHHS) is submitting a revised 2012 Community Development Block Grant report that incorporates recent HUD clarifications as well as conversations the DHHS – Housing Division has had with several agencies regarding the documentation that is needed to receive CDBG funding. The changes are included in the detailed project list below and will ensure compliance with HUD regulations.

As part of the annual Community Development Block Grant (CDBG) process, all applicants were invited to attend a public hearing and present their proposals to the Economic and Community Development Committee on March 5, 2012. For 2012 funds, a new review process was put in place by staff to objectively rank projects based on a scoring system (see Attachment A) to make final recommendations. A panel was arranged to score each project based on this system. The panel members were chosen due to their vast experience with CDBG regulations. The panel consisted of two representatives from the Milwaukee County Housing Division; a representative from the City of Milwaukee Community Development Grants Administration; and a representative from the City of West Allis.

Once the County Board approves the projects, the 2012 Annual Plan will be published for comment for 30-days, as required. Any public comments will then be incorporated into the final 2012 Annual Plan and the Plan will then be submitted to Federal Department of Housing and Urban Development (HUD) for approval.

### **Issue**

The 2012 Milwaukee County CDBG allocation totals \$1,267,877. Twenty-percent of these funds can be used for Administration and fair housing (\$253,575). Fifteen-percent of the funds can be set aside for public service projects (\$190,181). In previous years, the allocation continued to be split between at large competitive projects and municipal projects. Due to several non-profit projects not being eligible this year per HUD guidelines, suburban projects were funded at fifty-four percent verses forty-six percent for at large applications. There were four projects that had been previously recommended for funding that have withdrawn their applications due to not being able to meet HUD's recent clarification on jurisdictional guidelines. These projects included Grandville Interfaith

Program, Milwaukee County Parks, Easter Seals, and the Eisenhower Center. Although the municipal projects were not scored and ranked for the purpose of this report, they are included to show the complete allocation. As in years past, County CDBG staff will continue to review municipal projects to ensure that applicants meet national objectives and are following the Consolidated Plan. Staff is in discussions on how to potentially rank municipal projects in future years.

For the competitive applications, the recommendations in this report are based on the total points received for each project. Projects were ranked based on the following criteria:

- Project Approach
- Jurisdiction
- Experience and Qualifications
- Need and Justification
- Past Performance
- Benefit to Low-and-Moderate Income Persons
- Budget and Other Sources of Funds

Through this process, the Review Panel commented that several projects that requested funding do not appear to be able to meet the jurisdictional requirements set forth by HUD. If projects are not able to provide specific documentation that they are serving the Milwaukee County CDBG jurisdiction and that they are serving low-to-moderate income individuals, Milwaukee County will not be able to provide reimbursement per HUD regulations.

Housing Division staff will require a mandatory meeting with all potential recipients prior to the submission of the Annual Plan. Staff will explain relevant HUD regulations, specifically regarding income limits and jurisdictional requirements. Staff also is in the process of developing a subrecipient manual that will outline CDBG regulations and the expectations placed on recipients. Each agency will be required to sign off that they have received the manual. Milwaukee County will not disburse funds to agencies if they are not able to provide sufficient documentation that their projects meet HUD guidelines.

### **Recommendation**

The Director, Department of Health and Human Services, recommends that the County Board of Supervisors approve the Housing Division to allocate the anticipated 2012 Community Development Block Grant funds to the following projects:

|   | Public Service  | Non Public Service | Total            |
|---|-----------------|--------------------|------------------|
| <b>County-wide Projects</b>                               |                 |                    |                  |
| Legal Aid Society of Milwaukee                            | \$21,000        |                    | \$21,000         |
| Wisconsin Community Services, Inc                         | \$21,000        |                    | \$21,000         |
| Hunger Task Force, Operational                            | \$21,000        |                    | \$21,000         |
| United Community Center, Health Center                    | \$11,090        |                    | \$11,090         |
| National Alliance on Mental Illness                       | \$21,000        |                    | \$21,000         |
| Wisconsin Women's Business Initiative, Microenterprise    |                 | \$92,000           | \$92,000         |
| Milwaukee County Housing, Emergency Home Repair           |                 | \$60,000           | \$60,000         |
| Milwaukee County Housing, Architectural Barrier Removal   |                 | \$60,000           | \$60,000         |
| Rebuilding Together                                       |                 | \$40,000           | \$40,000         |
| Greendale Historical Society                              |                 | \$40,000           | \$40,000         |
| Hunger Task Force, Infrastructure                         |                 | \$40,000           | \$40,000         |
| WRTP Employment Pathways – Job Creation                   |                 | \$35,097           | \$35,097         |
| <b>County-wide total</b>                                  | <b>\$95,090</b> | <b>\$367,097</b>   | <b>\$462,187</b> |
|   |                 |                    |                  |
| <b>Suburban Set-Aside Projects</b>                        |                 |                    |                  |
| Village Shorewood, Senior Resource Center                 | \$8,417         |                    | \$8,417          |
| City of Franklin, elderly home support services           | \$3,381         |                    | \$3,381          |
| City of Franklin, senior center activities                | \$5,883         |                    | \$5,883          |
| City of St. Francis, Elderly - Interfaith                 | \$5,123         |                    | \$5,123          |
| City of Glendale, adult program services                  | \$7,101         |                    | \$7,101          |
| Village of Bayside, senior services                       | \$3,659         |                    | \$3,659          |
| City of Oak Creek, Salvation army                         | \$3,455         |                    | \$3,455          |
| City of Oak Creek, Interfaith                             | \$3,455         |                    | \$3,455          |
| Village of Hales Corners, elderly home support            | \$1,014         |                    | \$1,014          |
| Village of Hales Corners, seniors enrichment program      | \$1,353         |                    | \$1,353          |
| Village of Hales Corners, Library materials for seniors   | \$1,014         |                    | \$1,014          |
| City of Cudahy, program for the elderly                   | \$12,875        |                    | \$12,875         |
| City of Cudahy, Project Concern                           | \$4,523         |                    | \$4,523          |
| Village of Shorewood, Shoreline Interfaith                | \$2,196         |                    | \$2,196          |
| Village of Fox Point, Dunwood Center lease                | \$3,842         |                    | \$3,842          |
| Village of Brown Deer, senior center                      | \$18,577        |                    | \$18,577         |
| City of Greenfield, senior citizen program                | \$5,562         |                    | \$5,562          |
| City of South Milwaukee, Human Concerns Housing           | \$3,662         |                    | \$3,662          |
| Village of River Hills, North Shore Library Accessibility |                 | \$23,400           | \$23,400         |
| Village of Shorewood, Pavement Improvements               |                 | \$30,050           | \$30,050         |
| Village of Fox Point, exterior entry door accessibility   |                 | \$35,000           | \$35,000         |

|   |                  |                  |                  |
|---|------------------|------------------|------------------|
| City of Franklin, accessible sidewalk projects                  |                  | \$37,422         | \$37,422         |
| City of St. Francis, sidewalk replacement program               |                  | \$4,200          | \$4,200          |
| City of Greendale, ADA improvements                             |                  | \$29,383         | \$29,383         |
| City of South Milwaukee, Human Concern, fire alarm system, sign |                  | \$10,000         | \$10,000         |
| City of South Milwaukee, administration door project            |                  | \$12,000         | \$12,000         |
| City of Cudahy, ADA sign improvements                           |                  | \$35,000         | \$35,000         |
| City of Cudahy property maintenance program                     |                  | \$12,500         | \$12,500         |
| City of Glendale, ADA sidewalk and curb ramps                   |                  | \$45,000         | \$45,000         |
| City of Greenfield, Coopers Hawk Park improvements              |                  | \$43,400         | \$43,400         |
| Village of West Milwaukee, community center improvements        |                  | \$36,500         | \$36,500         |
| Village of West Milwaukee, maintenance of community center      |                  | \$9,000          | \$9,000          |
| Village of Hales Corners, library ADA improvements              |                  | \$23,100         | \$23,100         |
| Village of Whitefish Bay, infrastructure improvements           |                  | \$36,960         | \$36,960         |
| City of South Milwaukee, infrastructure improvements            |                  | \$21,608         | \$21,608         |
| Village of Brown Deer, infrastructure improvements              |                  | \$12,500         | \$12,500         |
| <b>Suburban Total</b>   | <b>\$95,092</b>  | <b>\$457,023</b> | <b>\$552,115</b> |
|   |                  |                  |                  |
|   |                  |                  |                  |
| Total Allocation from HUD                                       | \$1,267,877      |                  |                  |
| Administration cap per regulation, 20%                          | \$253,575        |                  |                  |
| Public service cap per regulation, 15%                          | <b>\$190,182</b> |                  |                  |
|   |                  |                  |                  |
| Suburban Set-Aside  | \$552,115        |                  |                  |
| County-wide Set-Aside   | \$462,187        |                  |                  |

Respectfully Submitted,



Héctor Colón, Director  
Department of Health and Human Services

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