

## City Council – Action Request Form

**Date:** October 12, 2021

**To:** Mayor, Mayor Pro Tempore, and Members of the City Council

**From:** Patrice Toney, Assistant City Manager  
Marla Newman, Community Development Director

**Council Action Requested:**

Resolution Authorizing Modification to the Funding Policies for CDBG and HOME for Commitment and Expenditures

**Strategic Focus Area:** Livable Neighborhoods

**Strategic Objective:** No

**Strategic Plan Action Item:** No

**Key Work Item:** No



**Summary of Information:**

In February 2019, the Mayor and City Council authorized the Community Development Department to implement policies and procedures to ensure that the spending of Community Development Block Grant (CDBG) and HOME Investment Partnership (HOME) funds by sub-grantees enables the City to meet the timeliness requirements as set forth in the regulations governing CDBG and HOME. Under those policies and procedures, the Community Development staff reviews the monthly progress and expenditure reports for all projects, programs, and activities to which funds have been awarded by the City. At any time during the term of the funding, based on assessed performance at the 90-day and 180-day monitoring review, the pro rata portion of any grant or loan for a project, program, or activity that has not been spent will be subject to recapture and reallocation by the City. At any time during the grant term, the City may request that the sub-grantee provide an updated timeline and plan for spending all grant funds within the timeframe as set forth in the grant agreement. Based on this timeline and plan, the portion of the grant that is determined that will not be spent shall be subject to recapture and reallocation by the City.

**Committee Action:**

<b>Committee</b>	CDHGG 10/12/21	<b>Action</b>	Approval
<b>For</b>	Unanimous	<b>Against</b>	

**Remarks:**

To improve timely expenditure in other grant programs, the Community Development staff now seeks approval to have the policies and procedures cover all funding sources the department administers. These funding sources include Emergency Solutions Grant (ESG), Continuum of Care (CoC), Housing Opportunities for Persons with AIDS (HOPWA), Housing Finance Assistance Fund, and General Obligation Bonds, as well as funds related to the COVID-19 pandemic, including CDBG-CV, ESG-CV, Emergency Rental Assistance Program (ERAP), and HOME-ARP.

The attached resolution authorizes the modification of the funding policies to include these other funding sources.