

**COMMUNITY DEVELOPMENT PROGRAM
ALLOCATION COMMITTEE MEETING
Thursday, October 13, 2016
11:00 A.M.
GCMPC Conference Room, 2nd Floor**

A-G-E-N-D-A

- I. Call to Order
- II. Roll Call
- ***III. Minutes of the July 28, 2016 Meeting (attached)
- IV. Opportunity for Individuals to Address the Committee
- ***V. 2016 Michigan State Housing Development Authority (MSHDA) Request for Proposals (attached)
- ***VI. 2017 Meeting Dates (attached)
- VII. Action Plan Update
- VIII. HUD Update
- IX. Other Business
- X. Adjournment

***Indicates Action Item



**COMMUNITY DEVELOPMENT PROGRAM
ALLOCATION COMMITTEE MEETING
July 28, 2016, 11:00 a.m.**

MINUTES

The Allocation Committee met at 11:00 a.m. on Thursday, July 28, 2016, in the Conference Room of the Genesee County Metropolitan Planning Commission (GCMPC), 1101 Beach Street, Room 223, Flint, Michigan.

I. CALL TO ORDER

 Christine Durgan called the meeting to order at 11:05 a.m.

II. ROLL CALL

 **Present:** Christine Durgan, Jeff Lutze, Karen Miller, Mark Emmendorfer, Paula Zelenko, Pegge Adams, Sheila Taylor, and Stephen Fuhr.

Absent: Jamie Curtis, John Northrup, and Richard Abrams.

Others Present: Claire Wilke and Nichole Odette.


III. MINUTES OF THE MAY 26, 2016 MEETING

 **Motion: Action:** Approve, **Moved by** Pegge Adams, **Seconded by** Karen Miller, to approve the minutes of the May 26, 2016 regular meeting minutes as presented.
Motion passed unanimously.


IV. OPPORTUNITY FOR INDIVIDUALS TO ADDRESS THE COMMITTEE

 No one spoke at this time.

V. COMMUNITY DEVELOPMENT PROGRAM TRANSFER


 **Motion: Action:** Approve, **Moved by** Mark Emmendorfer, **Seconded by** Paula Zelenko, to approve the Community Development Program transfer of funds as presented.
Motion passed unanimously.

VI. CAPER PRESENTATION


 Claire Wilke stated that staff has just submitted the 2015 Consolidated Annual Performance Evaluation Report (CAPER) to HUD. The report is completed at the end of every program year to show HUD how we spent our federal funding. The Action Plan is completed before the program year begins and shows HUD how we plan to spend our funding. The 2015 CAPER details all projects funded between May 1, 2015 and April 30,

2016. During the 2015 program year, \$1,877,518 in Community Development Block Grant funds were spent to complete 29 projects and to begin 11 projects. The majority of the projects were demolitions, the Home Improvement Program, Public Facilities and Improvements, Public Service, Sidewalk Improvements, and Street Improvements. Many of the 2015 program year construction projects are just getting underway, as those contracts extend beyond the end of the program year. Over \$800,000 in HOME Program funding was spent on projects by Habitat for Humanity and the Genesee County Home Improvement Program. Habitat rehabilitated one home and built four new homes, all of which included Energy Star rated appliances and fixtures and are A.D.A compliant. The HOME-funded Home Improvement Program assisted 13 households. Over \$177,000 in Emergency Solution Grants (ESG) funds were utilized for Emergency Shelter and Homeless Prevention. Emergency Shelter services were provided by the Shelter of Flint, the YWCA Safe House Program, and REACH, a shelter for runaways and youth, operated by Genesee County Youth Corporation. Homeless Prevention funds were used to prevent individuals or families from becoming homeless by providing first month's rent, utilities, rent arrearages or security deposits. During the program year, 1,189 clients were served utilizing ESG funds. Discussion ensued.

VII. HUD UPDATE

 Sheila Taylor stated that the 2016 Action Plan was sent to HUD in April. Our local HUD representative has approved the Plan and sent our funding request on to HUD in Washington. Staff anticipates signing the 2016 contracts early next month. Although HUD is late in releasing our funding and will not extend our spending deadlines, staff will not penalize the sub-recipients with shortened contract deadlines. The local units will still have one year to spend public service funds and 1.5 years to spend construction funds. HUD was on site yesterday to monitor our labor standards and staff appears to be following all federal regulations. Staff encourages the local units with construction projects to send in all labor standard documents prior to paying the contractors, in case information is missing or incomplete.

VIII. OTHER BUSINESS

 Christine Durgan stated that staff will be hosting an additional Household Hazardous Waste collection on August 20th at Lake Fenton High School and the Flint Water Service Center from 10:00 a.m. to 2:00 p.m. Staff is currently preparing an agenda for the Annual Planning Forum.

IX. ADJOURNMENT

 Ms. Durgan adjourned the meeting at 11:22 a.m.

Respectfully submitted,
Nichole Odette, Secretary
Genesee County Metropolitan Planning Commission

MEMORANDUM

TO: Members of the Genesee County Allocation Committee

FROM: Sheila Taylor, Principal Planner
Genesee County Metropolitan Planning Commission

DATE: October 13, 2016

**SUBJECT: 2016 Michigan State Housing Development Authority (MSHDA)
Request for Proposals**

The Michigan State Housing Development Authority (MSHDA), Housing Initiatives Division, has issued a Request for Proposal (RFP) and Notice of Funding Availability (NOFA) to implement rehabilitation and homebuyer activities. There is \$1 million in HOME funding competitively available statewide through this grant opportunity. Applications are due Friday, November 11, 2016.

GCMPC would like to partner with Genesee County Habitat for Humanity, an eligible non-profit, to provide \$150,000 of Genesee County HOME funds to match a request for \$150,000 of MSHDA HOME funds for the Acquisition/Development/Resale of 5 homes in the Genesee County out-county areas. Projects will be limited to areas participating in the Genesee County Community Development Block Grant program.

This opportunity is available to non-entitled local units of government and/or non-profits. The Genesee County Metropolitan Planning Commission (GCMPC), is an entitlement community as GCMPC receives a direct HOME allocation annually and therefore cannot apply for this grant. The RFP requires any non-profit operating within a HOME entitlement area to demonstrate a dollar for dollar investment of HOME funds within the proposed area.

MSHDA will announce awards February 1, 2017. All projects must be complete by September, 2018. Due to the short grant period, applicants must show capacity and experience in program and grant management, both of which Habitat for Humanity possesses.

At this time, Genesee County Metropolitan Planning Commission staff is requesting a recommendation of support to the Community and Economic Development Committee for the submittal of an application for the 2016 MSHDA RFP by Genesee County Habitat



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for Humanity and to approval the transfer \$150,000 of HOME funds to be used as project match. The transfer of funds will be contingent upon grant award.

**GENESEE COUNTY
ALLOCATION COMMITTEE
2017 SCHEDULED MEETING DATES**

The Genesee County Allocation Committee members will meet at **11:00 a.m.** on the **4th Thursday** of each month at the Genesee County Administration Building, 1101 Beach St., 2nd Floor, Flint, MI, 48502, Genesee County Metropolitan Planning Commission Conference Room.

JANUARY 26, 2017

FEBRUARY 23, 2017

MARCH 23, 2017

APRIL 27, 2017

MAY 25, 2017

JUNE 22, 2017

JULY 27, 2017

AUGUST 24, 2017

SEPTEMBER 28, 2017

OCTOBER 26, 2017

***NOVEMBER 16, 2017**

DECEMBER 28, 2017

***Third Thursday due to Thanksgiving Holiday**



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