



## Memorandum

**TO:** Michael Fischer, Deputy City Administrator City of Roswell

**FROM:** Danny Blicht, Grants Manager City of Roswell  
Charles Alford, Grants Specialist City of Roswell

**DATE:** June 24, 2013

**RE:** **Approval to accept the 2013 Community Development Block Grant (CDBG) with additional allocations**

On October 22, 2012 the Mayor and City Council approved the 2013 Community Development Block Grant (CDBG) award allocations from the U.S. Department of Housing and Urban Development (HUD) to nine of its ten applicants in the amount of \$417,613. As usual, the allocated amount was estimated using the prior year CDBG award amount of \$417,613. However, the City received notice of its 2013 CDBG allocation from HUD in the amount of \$452,094. This award is \$34,481 over the initial projected CDBG amount, and thus the City must decide how to distribute the additional funds.

On June 11, 2013 the Administration and Finance Committee discussed the available options for distributing the additional funds. The Council preferred that the Child Development Association's proposed project be funded in full in the amount of \$4,086 while the other five Roswell nonprofits would be awarded an equal share of the remaining funds in the amount of \$6,079 for their proposed projects. These allocations and each organization's percentage share of the total award are outlined in Attachment 1.

In order to officially receive the award amount with the additional funding, the City must update its 2013 Annual Action Plan (AAP) and resubmit it to HUD for approval. Additionally, all grantees must follow their regular internal policies when making these updates. Per the City's Citizen Participation Plan (CPP), certain updates to the AAP qualify as substantial amendments and would require a 30-day public comment period before submission. The allocations outlined below do not redistribute the funds to other activities or to new recipients, and thus would not trigger the substantial amendment or require a 30-day public comment period. The City and its subrecipients have twelve months from the start of the signed award agreements to expend all funding.

**Attachment 1**  
**2013 CDBG Allocations (with Additional Funds)**

<b>Organization</b>	<b><i>Requested Amount</i></b>	<b>Initial Allocation</b>	<b>Allocation Percentage of Initial Funds (\$417,613)</b>	<b>Allocation Percentage of Additional Funds (\$34,481)</b>	<b>Allocation Amount of Additional Funds</b>	<b>NEW Total Allocation</b>
Child Development Association	\$27,900	\$23,814	6%	12%	\$4,086	\$27,900
City of Roswell Administration and Planning	\$80,026	\$80,026	19%	0%	\$0	\$80,026
City of Roswell Recreation and Parks	\$300,000	\$6,000	0%	0%	\$0	\$6,000
Drake House	\$43,968	\$30,672	7%	18%	\$6,079	\$36,751
Families First	\$25,000	\$0	0%	0%	\$0	\$0
HomeStretch/Housing Initiative of North Fulton	\$64,000	\$40,712	10%	18%	\$6,079	\$46,791
North Fulton Community Charities	\$45,000	\$31,829	7%	18%	\$6,079	\$37,908
North Georgia Community Housing Development Corporation	\$30,000	\$20,973	4%	18%	\$6,079	\$27,052
Roswell Housing Authority	\$177,587	\$177,587	43%	0%	\$0	\$177,587
Senior Services North Fulton	\$16,000	\$4,000	2%	18%	\$6,079	\$10,079
YMCA of Metropolitan Atlanta	\$12,500	\$2,000	2%	0%	\$0	\$2,000
<b>Total</b>	<b>\$821,981</b>	<b>\$417,613</b>	<b>100%</b>	<b>100%</b>	<b>\$34,481</b>	<b>\$452,094</b>