

CLERK'S OFFICE  
APPROVED  
Date: 7-8-03

Submitted by Chairman of the Assembly at  
the Request of the Mayor  
Prepared by: Office of Planning,  
Development, and Public  
Works  
For reading: June 10, 2003

Anchorage, Alaska  
AR NO. 2003-166

A RESOLUTION APPROPRIATING ANNUAL ENTITLEMENT GRANTS FROM THE U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT AND ANTICIPATED PROGRAM INCOME IN THE AMOUNTS OF TWO MILLION THREE HUNDRED THIRTY THOUSAND DOLLARS (\$2,330,000) OF ENTITLEMENT AND ONE HUNDRED AND EIGHTY THOUSAND DOLLARS (\$180,000) OF ANTICIPATED PROGRAM INCOME FOR THE COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG), ONE MILLION ONE HUNDRED FOURTEEN THOUSAND NINE HUNDRED TWENTY ONE DOLLARS (\$1,114,921) OF ENTITLEMENT AND TWENTY THOUSAND DOLLARS (\$20,000) OF ANTICIPATED RECAPTURED FUNDS FOR THE HOME INVESTMENT PARTNERSHIP PROGRAM (HOME), AND SEVENTY EIGHT THOUSAND DOLLARS (\$78,000) OF ENTITLEMENT FOR THE EMERGENCY SHELTER GRANT (ESG), AND APPROPRIATING SAID FUNDS TO THE FEDERAL CATEGORICAL GRANTS FUND (241).

WHEREAS, the Municipality of Anchorage has submitted its annual application and 2003 *Action Plan* of the 2003-2007 *Consolidated Housing and Community Development Plan* to the U.S. Department of Housing and Urban Development, outlining the program of activities to be undertaken with Community Development Block Grant (CDBG), Home Investment Partnership (HOME) Program, and Emergency Shelter Grant (ESG) funds; and

WHEREAS, throughout the development of said application and 2003 *Action Plan*, the Municipality of Anchorage actively sought participation of residents and representatives of lower income Anchorage neighborhoods, including community councils; and

WHEREAS, public testimony on said application and 2003 *Action Plan* was heard before the Housing & Neighborhood Development Commission; and

WHEREAS, the Anchorage Municipal Assembly adopted the 2003 *Action Plan* in October 2002; now, therefore,

**THE ANCHORAGE ASSEMBLY RESOLVES:**

**Section 1.** That the subject grants from the United States Department of Housing and Urban Development (HUD) for the PY2003 allocation of CDBG funds, in the amount of two million three hundred thirty thousand dollars (\$2,330,000) of entitlement and one hundred and eighty thousand dollars (\$180,000) of anticipated program income, the PY2003 allocation of HOME funds, in the amount of one million one hundred fourteen thousand nine hundred twenty one dollars (\$1,114,921) of entitlement and twenty thousand dollars (\$20,000) of anticipated HOME recaptured funds, and PY2003 allocation of ESG in the amount of seventy eight thousand dollars (\$78,000), are hereby appropriated, with final approval received from HUD in February 2003, to the Federal Categorical Grant Fund (241) for use in activities under the CDBG, HOME and ESG programs.

**Section 2.** That the allocation of said grant funds will be based on the activities outlined in the attached Assembly Memorandum, and in the 2003 *Action Plan* of the 2003-2007 *Consolidated*

1 *Housing and Community Development Plan*, which incorporates Anchorage's Continuum of Care.  
2 Accounting information is outlined in the attached Assembly Memorandum, Attachment A.  
3

4 **Section 3.** That this resolution shall be effective immediately upon passage and approval by the  
5 Anchorage Assembly.  
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7 PASSED AND APPROVED by the Anchorage Assembly this 8<sup>th</sup> day of  
8 July, 2003.  
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Chair

ATTEST:



Municipal Clerk

**Department Appropriation:**

**Planning Department**

Community Development Block Grant Entitlement	\$2,330,000
Community Development Block Grant Anticipated Program Income	\$180,000
HOME Investment Partnership Grant Entitlement	\$1,114,921
HOME Recaptured Funds	\$20,000

**Department of Health and Human Services**

Emergency Shelter Grant Entitlement	<u>\$78,000</u>
<b>Total Department Appropriation</b>	<b>\$3,722,921</b>



**MUNICIPALITY OF ANCHORAGE  
ASSEMBLY MEMORANDUM**

No. AM 498 -2003

Meeting Date: June 10, 2003

From: Mayor

Subject: Appropriation of CDBG, HOME and ESG PY2003 Entitlement Grants

The Community Development Division, Office of Planning, Development, and Public Works, requests approval of the attached resolution to appropriate the U. S. Department of Housing and Urban Development (HUD) Community Development Block Grant (CDBG), HOME Investment Partnership Grant (HOME), and Emergency Shelter Grant (ESG) entitlement funds, in accordance with the Consolidated Housing and Community Development *2003 Action Plan*. The *2003 Action Plan* is the annual update to the *2003-2007 Consolidated Housing and Community Development Plan* and constitutes the Municipality's application for HUD entitlement PY03 CDBG, HOME and ESG funds. The *2003 Action Plan* was developed in accordance with HUD and Municipal regulations, adopted by the Assembly in October 2002 and approved by HUD in February 2003.

CDBG and HOME grants are managed by the Department of Planning, Development, and Public Works, Community Development Division. ESG is managed by the Department of Health and Human Services, Safe City Division.

Activities to be undertaken to address housing needs of the Municipality's lower-income residents with CDBG, HOME and ESG funds are addressed in the *2003 Action Plan*. These activities are described in detail in Attachment B, and are outlined below:

Community Development Block Grant (CDBG)	\$ 2,330,000
Projected Program Income	<u>180,000</u>
Total Available CDBG Funds	\$ 2,510,000

Capital Projects (\$37,600)

1. AWAIC Center, Transitional Housing and Expansion Project.	\$37,600
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Public Service (\$342,450)

Public Service grants are awarded through the Department of Health and Human Services. They represent Year Two of a two-year grant award for each project listed below:

1. Job Ready Program	\$ 35,578
2. Child Advocate Program	\$ 69,175
3. Anchorage Literacy Program	\$112,790
4. Domestic Violence Family Safety Program	\$ 55,000
5. Bus Pass/Token Program	\$ 20,690
6. Child Development Program	\$ 49,217

Housing Rehabilitation (\$1,627,950)

1. Transitional Housing Program	
To provide permanent housing and services to homeless individuals and families with special needs.	\$347,950

2.	Affordable Homeownership Program	
	Acquire sites to be used by Habitat for Humanity to build	
	new family housing units.	\$100,000
3.	Rental Rehabilitation Program	
	Providing low interest remodeling loans for owners/investors	
	of rental housing.	\$400,000
4.	Disabled Access Program	
	Provide funding for low- to moderate, disabled income renters and owners	
	requiring handicap modifications to their home for accessibility.	\$200,000
5.	Elimination of Slum and Blight	
	To eliminate junk vehicles, clean up right of way areas, and demolish abandoned buildings.	\$180,000
6.	Emergency Repair	
	Funding for emergency repairs for low- to moderate income homeowners	
	threatened by health and safety issues within their home.	\$400,000
	Planning, Technical Assistance, Grant Management, and Administration (\$502,000)	
1.	Administration	\$452,000
2.	Neighborhood Planning	
	To hire a contractor to work with neighborhoods in developing	
	a neighborhood planning book.	\$ 50,000
	HOME Grant	\$ 1,114,921
	Projected Recaptured Funds	<u>20,000</u>
	Total Available HOME Funds	\$ 1,134,921
	Anchorage Community Home Ownership Resource (Anchor Program)	
	Forgivable loans up to \$25,000 to assist low- and moderate	
	income homebuyers with down payment assistance.	\$421,940
	Housing Acquisition and Rehab Program	
	Provide funds for acquisition of existing homes to be rehabilitated	
	or build new homes for low- to moderate income first-time home buyers.	\$168,239
	Homeownership Rehabilitation	
	Funds for low- to moderate income households to improve	
	their homes.	\$403,250
	Tenant Based Rental Assistance	
	Provide rental assistance to low-income persons.	\$ 30,000
	Planning, Technical Assistance, Grant Management, and Administration	\$111,492
	Emergency Shelter Grant (ESG)	\$78,000
	Homeless Prevention	
	SAFE City Program to provide individuals and families	

defraying rent and past due utility charges. \$23,367

Essential Services

SAFE City Program provides assistance to help homeless individuals, and provides secure, permanent housing for families. \$23,367

Maintenance and Operations

Purchase security surveillance system and other equipment for the Municipal Public Inebriate Transfer Station. \$27,366

Planning, Technical Assistance, Grant Management, and Administration \$3,900

The budget detail presented in Attachment A is for Assembly information (PY03 funds appropriation). Attachment B lists and describes each project recommended for funding.

**THE ADMINISTRATION RECOMMENDS APPROVAL OF THE ATTACHED RESOLUTION APPROPRIATING PY2003 ENTITLEMENT GRANTS FOR CDBG, HOME INVESTMENT PARTNERSHIP PROGRAM, AND THE EMERGENCY SHELTER GRANT.**

Prepared By: Beverly Jones, Division Manager, Community Development Division

Concur: Michael Scott, Executive Director, Office of Planning, Development, and Public Works

Fund Certification: Kate Giard, CFO

**PY03 CDBG, HOME AND ESG GRANTS**

241-15233G-9331 BP2003 \$ 2,005,836

241-15233G-9613 BP2003 \$ 180,000

241-15223G-9331 BP2003 \$ 324,164

241-15243G-9331 BP2003 \$ 1,114,921

241-15243G-9613 BP2003 \$ 20,000

241-23343G-9331 BP2003 \$ 78,000

Subject to Signed Grant Agreements

Federal Grants - HUD - All PY2003

Concur: Harry J. Kieling, Jr., Municipal Manager

Respectfully Submitted: George P. Wuerch, Mayor

**Attachment A**  
**PY03 FUNDS APPROPRIATION**

The Administration recommends appropriation of the PY2003 Community Development Block Grant Program (CDBG), and the HOME Investment Partnership Program (HOME) to the Office of Planning, Development, and Public Works, and the Emergency Shelter Grant (ESG) to the Department of Health and Human Services.

**COMMUNITY DEVELOPMENT BLOCK GRANT**

**PY03 CDBG GRANT**

<u>REVENUE</u>	<u>ACCOUNT NAME</u>	<u>PY03 AMOUNT</u>
241-15233G-9331	Other Federal Grant Revenue	\$ 2,005,836
241-15233G-9613	Loan Recovery	180,000
	<b>TOTAL</b>	<b>\$ 2,185,836</b>

**PY03 CDBG GRANT MANAGEMENT & TECHNICAL ASSISTANCE**

<u>EXPENDITURES</u>	<u>ACCOUNT NAME</u>	<u>PY03 AMOUNT</u>
241-15233G-1101	Salaries	\$ 208,219
241-15233G-1201	Overtime	776
241-15233G-1301	Leave/Holiday	19,000
241-15233G-1401	Benefits	55,000
241-15233G-1501	Premiums and Allowances	779
241-15233G-2101	Office Supplies	5,150
241-15233G-2201	Operating Supplies	2,150
241-15233G-3101	Professional Services	5,109
241-15233G-3201	Communications	540
241-15233G-3202	Postage	360
241-15233G-3203	Freight, Messenger, Express	450
241-15233G-3701	Rentals	900
241-15233G-3802	Advertising	1,350
241-15233G-3803	Printing and Binding	720
241-15233G-3815	Contributions to Outside Organizations	1,733,636
241-15233G-5603	Machinery and Equipment	135
241-15233G-6001	Work Authorizations	58,000
241-15233G-6666	Leases	37,909
241-15233G-6022	Clerk	117
241-15233G-6073	Civil Law	6,204
241-15233G-6085	Reprographics	4,653
241-15233G-6088	MIS Operations	102
241-15233G-6091	OMB	1,939
241-15233G-6095	Purchasing	10,858
241-15233G-6103	Finance	15,511
241-15233G-6104	Payroll	620
241-15233G-6105	Financial Processing A/P	4,653
241-15233G-6110	FIS	4,653
241-15233G-6145	General Liability	1,498
241-15233G-6147	Worker's Comp	2,299
241-15233G-6182	Classification	200
241-15233G-6184	Employee Records	665
241-15233G-6185	Employee Benefits	776
241-15233G-6194	Classification/Employment	776
241-15233G-6669	Equipment Maintenance	129
	<b>TOTAL</b>	<b>\$2,185,836</b>

**PY03 CDBG GRANT MANAGEMENT REHABILITATION**

<u>REVENUE</u>	<u>ACCOUNT NAME</u>	<u>PY03 AMOUNT</u>
241-15223G-9331	Other Federal Grant Revenue	<u>\$324,164</u>
	<b>TOTAL</b>	<b>\$324,164</b>

**PY03 CDBG GRANT MANAGEMENT REHABILITATION**

<u>EXPENDITURES</u>	<u>ACCOUNT NAME</u>	<u>PY03 AMOUNT</u>
241-15223G-3815	Contributions to Outside Organizations	<u>\$ 324,164</u>
	<b>TOTAL</b>	<b>\$ 324,164</b>

**HOME INVESTMENT PARTNERSHIP PROGRAM (HOME)****PY03 HOME GRANT MANAGEMENT AND TECHNICAL ASSISTANCE**

<u>REVENUE</u>	<u>ACCOUNT NAME</u>	<u>PY03 AMOUNT</u>
241-15243G-9331	Other Federal Grant Revenues	<u>\$1,114,921</u>
241-15243G-9613	Loan Recovery	<u>20,000</u>
	<b>TOTAL</b>	<b>\$1,134,921</b>

**PY03 HOME GRANT MANAGEMENT AND TECHNICAL ASSISTANCE**

<u>EXPENDITURES</u>	<u>ACCOUNT NAME</u>	<u>PY03 AMOUNT</u>
241-15233G-1101	Salaries	\$ 60,000
241-15233G-1201	Overtime	224
241-15233G-1301	Leave/Holiday	7,000
241-15233G-1401	Benefits	15,615
241-15233G-1501	Premiums and Allowances	108
241-15233G-2101	Office Supplies	350
241-15233G-2201	Operating Supplies	230
241-15233G-3101	Professional Services	510
241-15233G-3201	Communications	43
241-15233G-3202	Postage	10
241-15233G-3203	Freight, Messenger, Express	50
241-15233G-3701	Rentals	100
241-15233G-3802	Advertising	150
241-15233G-3803	Printing and Binding	80
241-15233G-3815	Contributions to Outside Organizations	1,023,431
241-15233G-5603	Machinery and Equipment	15
241-15233G-6666	Leases	10,971
241-15233G-6022	Clerk	29
241-15233G-6073	Civil Law	1,796
241-15233G-6085	Reprographics	1,347
241-15233G-6088	MIS Operations	30
241-15233G-6091	OMB	561
241-15233G-6095	Purchasing	3,142
241-15233G-6103	Finance	4,489
241-15233G-6104	Payroll	180
241-15233G-6105	Financial Processing A/P	1,347
241-15233G-6110	FIS	1,347
241-15233G-6145	General Liability	433
241-15233G-6147	Worker's Comp	655
241-15233G-6182	Classification	58
241-15233G-6184	Employee Records	135

241-15233G-6185	Employee Benefits	224
241-15233G-6194	Classification/Employment	224
241-15233G-6669	Equipment Maintenance	37
	<b>TOTAL</b>	<b>\$1,134,921</b>

**EMERGENCY SHELTER GRANT (ESG)**

<u>REVENUE</u>	<u>ACCOUNT NAME</u>	<u>PY03 AMOUNT</u>
241-23343G-9331	ESG Grant	\$78,000
	<b>TOTAL</b>	<b>\$78,000</b>

<u>EXPENDITURES</u>	<u>ACCOUNT NAME</u>	<u>PY02 AMOUNT</u>
241-23343G-2101	Office Supplies	\$ 1,640
241-23343G-3101	Professional Services	12,200
241-23343G-3311	Bus Pass	10,000
241-23443G-3501	Public Utility Services	18,855
241-23343G-3701	Rentals	18,855
241-23343G-3801	Commission Expenses	1,000
241-23343G-3805	Tuition	13,800
241-23343G-6088	IT	20
241-23343G-6091	OMB	70
241-23343G-6095	Purchasing	340
241-23343G-6103	Central Accounting	860
241-23343G-6105	Central Processing	40
241-23343G-6110	FIS	320
	<b>TOTAL</b>	<b>\$ 78,000</b>

**Attachment B**  
**PY03 SUMMARY OF PROJECTS TO ADDRESS HOUSING NEEDS**

**AWAIC, Transitional Housing and Expansion Project** **\$37,600**

The Transitional Housing and Expansion Project is in its third funding year and building an addition to the current site owned by AWAIC at 100 West 13<sup>th</sup> Avenue. This will assist in creating secure, congregate, 10-bed transitional housing for women who are domestic violence victims. The project will also provide additional space for support services for those residents, support services for other domestic violence victims in transition, but not a current resident on AWAIC property, and outreach and prevention education.

**Affordable Homeownership Program** **\$100,000**

Habitat for Humanity plans to purchase 2-3 sites with program year 2002 funds and 4-6 sites with program year 2003 funds. The sites will be acquired for the construction of affordable housing for low- to moderate income households.

**Transitional/Permanent Supportive Housing** **\$347,950**

The Supportive Housing project will provide transitional or permanent housing and services, to persons or households, below 30% of the median income level. A RFP will be advertised in early 2003, and preference will be given to housing that will serve the homeless and/or persons with special needs. This project may include CDBG funding for land acquisition, housing rehabilitation, and/or infrastructure.

## Content Information

Content ID : 000844

Title: Appropriation of CDBG, HOME and ESG PY2003 Entitlement Grants

Author: woodwardmj

Initiating  
Dept: PDPW

Description: The Community Development Division, Office of Planning, Development, and Public Works, requests approval of the attached resolution to appropriate 2003 HUD funds for CDBG, HOME, and ESG entitlement funds.

Keywords: HUD, CDBG, HOME, ESG, CDD, Community Development Division, DHHS, Department of Health and Human Services, Safe City

Date  
Prepared: 5/9/03 3:13 PM

Director  
Name: Michael Scott

CLERKS OFFICE

2003 JUN - 3 PM 12:10

M.O.A.

## Workflow History

<u>Workflow Name</u>	<u>Action Date</u>	<u>Action</u>	<u>User</u>	<u>Security Group</u>	<u>Content ID</u>
FundsAppropWorkflow	5/9/03 3:18 PM	Checkin	woodwardmj	Public	000844
PDPW_SubWorkflow	5/12/03 6:41 PM	Approve	scottmj	Public	000844
FundsAppropWorkflow	5/13/03 12:27 PM	Reject	leblancdc	Public	000844
FundsAppropWorkflow	5/13/03 12:47 PM	Checkin	woodwardmj		000844
PDPW_SubWorkflow	5/15/03 1:52 PM	Approve	scottmj	Public	000844
OMB_SubWorkflow	5/15/03 4:57 PM	Approve		Public	000844
Finance_SubWorkflow	5/27/03 3:33 PM	Approve		Public	000844
MuniManager_SubWorkflow	6/3/03 10:21 AM	Approve	kielinghj	Public	000844
MuniMgrCoord_SubWorkflow	6/3/03 10:52 AM	Approve		Public	000844

## INTRODUCTION