

Submitted by: Chair of the Assembly at the  
Request of the Mayor  
Prepared by: Dept. of Health and Human  
Services  
For reading: September 27, 2011

CLERK'S OFFICE

**APPROVED**

**ANCHORAGE, ALASKA**  
**AR No. 2011-263**

Date: 10-11-11

1 **A RESOLUTION ADOPTING THE 2012 HOUSING AND COMMUNITY**  
2 **DEVELOPMENT ANNUAL ACTION PLAN, WHICH CONSTITUTES THE**  
3 **APPLICATION TO THE U.S. DEPARTMENT OF HOUSING AND URBAN**  
4 **DEVELOPMENT (HUD) FOR THE COMMUNITY DEVELOPMENT BLOCK GRANT**  
5 **(CDBG), THE HOME INVESTMENT PARTNERSHIPS PROGRAM (HOME), AND**  
6 **THE EMERGENCY SHELTER GRANT (ESG). THIS RESOLUTION**  
7 **APPROPRIATES THE ANNUAL ENTITLEMENT GRANTS FROM HUD, PROGRAM**  
8 **INCOME AND RECAPTURED FUNDS IN THE AMOUNT OF ONE MILLION SEVEN**  
9 **HUNDRED SEVEN THOUSAND SEVEN HUNDRED SIXTY-EIGHT DOLLARS**  
10 **(\$1,707,768) IN PROJECTED CDBG ENTITLEMENT, AND THREE HUNDRED**  
11 **EIGHTY-FIVE THOUSAND DOLLARS (\$385,000) IN PROJECTED PROGRAM**  
12 **INCOME, WITH NINE HUNDRED FORTY-SIX THOUSAND THREE HUNDRED**  
13 **NINE DOLLARS (\$946,309) IN PROJECTED HOME ENTITLEMENT, AND**  
14 **SEVENTY-FIVE THOUSAND DOLLARS (\$75,000) IN PROJECTED PROGRAM**  
15 **INCOME/RECAPTURED FUNDS AND EIGHTY-TWO THOUSAND FIVE HUNDRED**  
16 **ELEVEN DOLLARS (\$82,511) OF PROJECTED ESG ENTITLEMENT TO THE**  
17 **DEPARTMENT OF HEALTH AND HUMAN SERVICES, ALL TO FEDERAL GRANT**  
18 **FUND (241).**

19  
20 WHEREAS, extensive research and analysis was used to complete the *2008-2012*  
21 *Municipality of Anchorage Housing and Community Development Consolidated Plan*  
22 *(Consolidated Plan)*, which is the basis for a comprehensive approach to address the  
23 housing and community development needs of low-income residents and  
24 neighborhoods; and

25  
26 WHEREAS, the Municipality of Anchorage will submit its annual application and  
27 *Housing and Community Development 2012 Annual Action Plan (2012 HCDA Action*  
28 *Plan)* of the *Consolidated Plan* to the U.S. Department of Housing and Urban  
29 Development (HUD), outlining the program of activities to be undertaken with  
30 Community Development Block Grant (CDBG), HOME Investment Partnerships  
31 Program (HOME), and Emergency Shelter Grant (ESG) funds; and

32  
33 WHEREAS, throughout the development of said application and the *2012 HCDA*  
34 *Action Plan*, the Municipality of Anchorage actively sought participation of residents  
35 and representatives of low-income Anchorage neighborhoods, including community  
36 councils; and

1  
2 WHEREAS, the *2012 HCDA Action Plan* was made available to the public on August  
3 3, 2011, public testimony on the *2012 HCDA Action Plan* was heard before the  
4 Housing and Neighborhood Development (HAND) Commission on August 3, 2011, a  
5 second public hearing was held on September 7, 2011, and written comments on the  
6 2012 HCDA Action Plan were accepted through September 1, 2011; and  
7

8 WHEREAS, the HAND Commission made a recommendation to the Assembly to  
9 approve the *2012 HCDA Action Plan* on September 7, 2011.  
10

11 THE ANCHORAGE ASSEMBLY RESOLVES:  
12

13 **Section 1.** The Assembly adopts the *2012 HCDA Action Plan* of the *Consolidated*  
14 *Plan* as the general basis for a comprehensive approach to address the housing and  
15 community development needs of lower-income residents and neighborhoods and  
16 the application for CDBG, HOME, and ESG federal grants.  
17

18 **Section 2.** The sum of ONE MILLION SEVEN HUNDRED SEVEN THOUSAND  
19 SEVEN HUNDRED SIXTY-EIGHT DOLLARS (\$1,707,768) in projected CDBG  
20 entitlement, and THREE HUNDRED EIGHTY-FIVE THOUSAND DOLLARS  
21 (\$385,000) in projected CDBG program income is hereby appropriated with final  
22 funding approval anticipated from HUD in March of 2012, to the Department of Health  
23 and Human Services, Federal Grant Fund (241).  
24

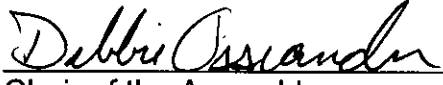
25 **Section 3** The sum of NINE HUNDRED FORTY-SIX THOUSAND THREE  
26 HUNDRED AND NINE DOLLARS (\$946,309) in projected HOME entitlement, and  
27 SEVENTY-FIVE THOUSAND DOLLARS (\$75,000) in projected HOME program  
28 income/recaptured funds is hereby appropriated, with final funding approval  
29 anticipated from HUD in March of 2012, to the Department of Health and Human  
30 Services, Federal Grant Fund (241).  
31

32 **Section 4.** The sum of EIGHTY-TWO THOUSAND FIVE HUNDRED ELEVEN  
33 DOLLARS (\$82,511) in ESG projected entitlement is hereby appropriated with final  
34 funding approval anticipated from HUD in March of 2012, to the Department of Health  
35 and Human Services, Federal Grant Fund (241).  
36

37 **Section 5.** That the allocation of said grant funds will be based on the activities  
38 outlined in the attached Assembly Memorandum, and in the *2012 HCDA Action Plan*  
39 of the *Consolidated Plan*. Accounting information is outlined in the attached  
40 Assembly Memorandum, Attachment A.  
41

42 **Section 6.** This resolution shall take effect immediately upon passage and approval  
43 by the Anchorage Assembly.  
44

PASSED AND APPROVED by the Anchorage Assembly this 11<sup>th</sup> day of  
October, 2011.

  
Chair of the Assembly

ATTEST:

  
Municipal Clerk

**Department of Appropriation:**

Department of Health and Human Services: \$3,196,588

# MUNICIPALITY OF ANCHORAGE

## ASSEMBLY MEMORANDUM

No. AM 546-2011

Meeting Date: September 27, 2011

1 **From: MAYOR**

2  
3 **Subject: A RESOLUTION ADOPTING THE 2012 HOUSING AND COMMUNITY**  
4 **DEVELOPMENT ANNUAL ACTION PLAN, WHICH CONSTITUTES THE**  
5 **APPLICATION TO THE U.S. DEPARTMENT OF HOUSING AND URBAN**  
6 **DEVELOPMENT (HUD) FOR THE COMMUNITY DEVELOPMENT BLOCK**  
7 **GRANT (CDBG), THE HOME INVESTMENT PARTNERSHIPS PROGRAM**  
8 **(HOME), AND THE EMERGENCY SHELTER GRANT (ESG). THIS**  
9 **RESOLUTION APPROPRIATES THE ANNUAL ENTITLEMENT GRANTS**  
10 **FROM HUD, PROGRAM INCOME AND RECAPTURED FUNDS IN THE**  
11 **AMOUNT OF ONE MILLION SEVEN HUNDRED SEVEN THOUSAND**  
12 **SEVEN HUNDRED SIXTY-EIGHT DOLLARS (\$1,707,768) IN**  
13 **PROJECTED CDBG ENTITLEMENT, AND THREE HUNDRED EIGHTY-**  
14 **FIVE THOUSAND DOLLARS (\$385,000) IN PROJECTED PROGRAM**  
15 **INCOME, WITH NINE HUNDRED FORTY-SIX THOUSAND THREE**  
16 **HUNDRED NINE DOLLARS (\$946,309) IN PROJECTED HOME**  
17 **ENTITLEMENT, AND SEVENTY-FIVE THOUSAND DOLLARS (\$75,000)**  
18 **IN PROJECTED PROGRAM INCOME/RECAPTURED FUNDS AND**  
19 **EIGHTY-TWO THOUSAND FIVE HUNDRED ELEVEN DOLLARS**  
20 **(\$82,511) OF PROJECTED ESG ENTITLEMENT TO THE DEPARTMENT**  
21 **OF HEALTH AND HUMAN SERVICES, ALL TO FEDERAL GRANT FUND**  
22 **(241).**  
23

24 The purpose of the attached resolution is to adopt the *2012 HCDA Action Plan* and  
25 appropriate projected program income and projected Fiscal Year (FY) 2012  
26 entitlement funds. The *2012 HCDA Action Plan* constitutes the Municipality of  
27 Anchorage's application to HUD for entitlement funds for CDBG, HOME, and ESG.  
28 The *2012 HCDA Action Plan* is the fifth of five annual action plans as part of the *2008-*  
29 *2012 Housing and Community Development Consolidated Plan*.  
30

31 The 2012 fiscal year begins on January 1, 2012. The *2012 HCDA Action Plan* will be  
32 submitted to HUD by November 15<sup>th</sup> after approval by the Assembly, and HUD may  
33 review the *2012 HCDA Action Plan* for 45 days before final approval. FY 2012  
34 entitlement funds identified in this document are based on projected grant awards as  
35 HUD has not yet released the actual 2012 entitlement award amounts. Consequently,  
36 all FY 2012 entitlement amounts are contingent on actual awards as announced by  
37 HUD, and actual award amounts may require a return to the Assembly for  
38 appropriation of additional funds.  
39

40 The *2012 HCDA Action Plan* outlines an agenda of activities to be undertaken during  
41 the program year to address the needs of the Municipality's lower-income residents

and identifies potential resources available in the community to undertake these activities. The 2012 HCDA Action Plan was developed by the Department of Health and Human Services (DHHS), the Housing and Neighborhood Development (HAND) Commission, other organizations and private citizens. CDBG, HOME and ESG grants are managed by DHHS.

Consistent with federal regulations, a discussion for input on the 2012 HCDA Action Plan was held in advance of the draft, during the HAND Commission's regularly scheduled August 3, 2011 meeting. The availability of the draft of the *2012 HCDA Action Plan* for public comment was noticed through the *Anchorage Daily News* and through an electronic mailing on July 6, 2011. Comments were taken in-person during a public hearing on August 3rd, and written comments were accepted through September 1<sup>st</sup>. All comments were considered in the final draft of the *2012 HCDA Action Plan* and in the HAND Commission's recommendation; responses to public comments are included in the 2012 HCDA Action Plan. Copies of the final drafts of the 2012 HCDA Action Plan were included as Attachment B to this Memorandum (sent through the Municipal Clerk's office).

The DHHS requests approval of the attached resolution to approve the *2012 HCDA Action Plan* and appropriate projected program income and CDBG, HOME, and ESG entitlement funds. Details on the sources and uses for each of these grants are included in the tables below. Additional descriptions of each activity are included in the *2012 HCDA Action Plan*, Appendix A.

### Community Development Block Grant

Proposed CDBG Projects		Funding Amount
<b>1 Administration, Planning and Grants Management</b>		
a Administration, Planning, Grants Management		\$ 508,860
c Intragovernmental Chargeback System (IGC's)		\$ 51,040
	<b>Admin and Planning Total</b>	<b>\$ 560,000</b>
<b>2 Housing Projects</b>		
b Minor Repair Program, NeighborWorks Anchorage		\$ 400,000
	<b>Housing Projects Total</b>	<b>\$ 400,000</b>
<b>3 Capital Projects</b>		
a Catholic Social Services Clara House		\$ 750,000
b Covenant House Alaska Homeless Shelter		\$ 175,000
c Municipal Transit Bus Shelters		\$ 50,000
d Municipal Safety Center		\$ 75,000
e Rural Cap Child Development Center		\$ 175,000
f Project Oversight		\$ 54,085
	<b>Capital Projects Total</b>	<b>\$ 1,279,085</b>
<b>4 Public Service Projects</b>		
a Brother Francis Shelter, Catholic Social Services		\$ 60,000
b Municipal Transit Voucher for Disabled / Seniors		\$ 40,000
c Request for Grant Proposals (RFGP)		\$ 156,165
	<b>Public Service Projects Total</b>	<b>\$ 256,165</b>
	<b>TOTAL:</b>	<b>\$ 2,495,230</b>

### 2012 CDBG Funds Projected for Appropriation:

2012 CDBG Entitlement Funds	\$1,707,768
2012 CDBG Program Income	385,000
<b>Total:</b>	<b>\$2,092,768</b>

Prior Year CDBG funding projected to remain available for 2012 activities  
(informational purposes only): \$402,462

#### HOME Investment Partnerships Program

HOME Projects		Projected Funding
1	Administration, Planning and Grants Management	\$ 96,592
a	Intragovernmental Chargeback System (IGC's)	\$ 23,767
	<b>Admin and Planning Total</b>	<b>\$ 120,359</b>
2	ANCHOR Program - Request for Proposals	\$ 465,000
3	CHDO Operating Assistance - Shiloh Community Housing	\$ 13,555
4	CHDO Rental Development - Karluk Manor	\$ 285,843
5	TBRA - Request for Proposals	\$ 320,601
	<b>HOME Projects Total</b>	<b>\$ 1,084,999</b>
	<b>TOTAL:</b>	<b>\$ 1,205,358</b>

2012 HOME Funds Projected for Appropriation:

2012 HOME Entitlement Funds	\$946,309
2012 HOME Program Income	<u>75,000</u>
<b>Total:</b>	<b>\$1,021,309</b>

Prior Year HOME funding projected to remain available for 2012 activities  
(informational purposes only): \$184,049

#### Emergency Shelter Grant

Emergency Shelter Grant		Projected Funding
1	Administration, Planning and Grants Management	\$ 4,126
	<b>Admin and Planning Total</b>	<b>\$ 4,126</b>
2	Homeless Prevention	\$ 24,753
3	Essential Services	\$ 24,753
4	Maintenance and Operations	\$ 28,879
	<b>ESG Total</b>	<b>\$ 78,385</b>
	<b>TOTAL:</b>	<b>\$ 82,511</b>

2012 ESG Funds Projected for Appropriation:

2012 ESG Funds	\$82,511
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**THE ADMINISTRATION RECOMMENDS APPROVAL OF THE ATTACHED RESOLUTION ADOPTING THE 2012 HCDA Action Plan AND APPROPRIATING PROJECTED PROGRAM INCOME/RECAPTURED FUNDS AND PROGRAM YEAR 2012 ENTITLEMENT GRANTS FOR THE CDBG AND HOME TO THE DEPARTMENT OF HEALTH AND HUMAN SERVICES AND ESG TO THE DEPARTMENT OF HEALTH AND HUMAN SERVICES, FEDERAL GRANT FUND (241).**

1  
2  
3 Prepared by: Diane E. Ingle, Director, Dept. of Health & Human  
4 Services  
5 Approved by: Diane E. Ingle, Director, Dept. of Health & Human  
6 Services  
7 Concur: Cheryl Frasca, Director, OMB  
8 Fund Certification: Lucinda Mahoney, CFO  
9 241-152312G-9331-BP2012 \$1,707,768  
10 (CDBG Entitlement)  
11 241-152312G-9613-BP2012 \$ 385,000  
12 (CDBG Projected Program Income)  
13 241-152412G-9331-BP2012 \$ 946,309  
14 (HOME Entitlement)  
15 241-152412G-9613-BP2012 \$ 75,000  
16 (Home Projected Recaptured and Program Income)  
17 241-233412G-9331-BP2012 \$ 82,511  
18 (ESG Entitlement)  
19 Concur: George J. Vakalis, Municipal Manager  
20 Respectfully submitted: Daniel A. Sullivan, Mayor

Attachment A  
FY12 Funds Appropriation

The Administration recommends appropriation of the FY2012 Community Development Block Grant Program (CDBG) and the HOME Investment Partnerships Programs (HOME) to the Department of HEALTH AND HUMAN SERVICES, and the Emergency Shelter Grant (ESG) to the Department of Health and Human Services. The budget detail is presented below.

**COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)**  
**FY12 CDBG REVENUE**

REVENUE	ACCOUNT NAME	AMOUNT
241-152312G-9331-BP2012	Federal Grant Revenue - Direct	\$1,707,768
241-152312G-9613-BP2012	Loan Recovery	<u>385,000</u>
Total Revenue		\$2,092,768

**FY12 CDBG GRANT MANAGEMENT & TECHNICAL ASSISTANCE**

EXPENDITURES	ACCOUNT NAME	AMOUNT
241-152312G-1101-BP2012	Straight Time Labor	\$ 171,995
241-152312G-1201-BP2012	Overtime	3,011
241-152312G-1301-BP2012	Leave/Holiday Accruals	18,000
241-152312G-1401-BP2012	Benefits	53,779
241-152312G-2101-BP2012	Office Supplies	3,600
241-152312G-2208-BP2012	Gasoline	1,200
241-152312G-3101-BP2012	Professional Services	3,600
241-152312G-3105-BP2012	EMP Background Checks	400
241-152312G-3111-BP2012	Legal Services General	1,000
241-152312G-3201-BP2012	Communications	1,800
241-152312G-3202-BP2012	Postage	120
241-152312G-3334-BP2012	Air Fare	4,000
241-152312G-3335-BP2012	Other Transportation Costs	120
241-152312G-3336-BP2012	Lodging	4,000
241-152312G-3337-BP2012	Per Diem	2,000
241-152312G-3702-BP2012	Fleet Equipment Rental	3,072
241-152312G-3802-BP2012	Advertising	7,200
241-152312G-3803-BP2012	Printing and Binding	1,200
241-152312G-3815-BP2012	Contract to Outside Org	1,751,215
241-152312G-6085-BP2012	Reprographics	1,500
241-152312G-6145-BP2012	General Liability	1,428
241-152312G-6147-BP2012	Worker's Compensation	7,488
241-152312G-6923-BP2012	Central Services IGC's Ops Grant	<u>51,040</u>
Total Expenditures		\$2,092,768



**HOME INVESTMENT PARTNERSHIPS PROGRAM (HOME)**  
**FY12 HOME REVENUE**

<u>REVENUE</u>	<u>ACCOUNT NAME</u>	<u>AMOUNT</u>
241-152412G-9331-BP2012	Federal Grant Revenue-Direct	\$ 946,309
241-152412G-9613-BP2012	Loan Recovery	75,000
Total Revenue		<u>\$1,021,309</u>

**FY12 HOME GRANT MANAGEMENT & TECHNICAL ASSISTANCE**

<u>EXPENDITURES</u>	<u>ACCOUNT NAME</u>	<u>AMOUNT</u>
241-152412G-1101-BP2012	Straight Time Labor	\$ 42,000
241-152412G-1301-BP2012	Leave/Holiday Accruals	4,200
241-152412G-1401-BP2012	Benefits	22,530
241-152412G-3815-BP2012	Contract to Outside Org	926,678
241-152412G-6145-BP2012	General Liability	342
241-152412G-6147-BP2012	Workers Compensation	1,792
241-152412G-6923-BP2012	Central Services IGC's Ops Grant	23,767
Total Expenditures		<u>\$1,021,309</u>

**EMERGENCY SHELTER GRANT (ESG)**

**FY12 ESG REVENUE**

<u>REVENUE</u>	<u>ACCOUNT NAME</u>	<u>AMOUNT</u>
241-233412G-9331-BP2012	Federal Grant Revenue-Direct	\$82,511

**FY12 ESG GRANT**

<u>EXPENDITURES</u>	<u>ACCOUNT NAME</u>	<u>AMOUNT</u>
241-233412G-3501-BP2012	Public Utility Services	\$24,753
241-233412G-3701-BP2012	Rentals	24,753
241-233412G-3815-BP2012	Contract to Outside Organizations	28,879
241-233412G-6923-BP2012	Central Services IGC's Ops Grant	4,126
Total Expenditures		<u>\$82,511</u>