

CD Program FY 2024 Application Review October 24, 2023	Public Services- General (CDBG)	Staff Contact: Hannah Figgins
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Summary of Category Applications

- HUD regulations allow CDBG funds to be used for a wide range of activities that provide a direct benefit to low- and moderate-income (LMI) individuals. Only 15% of CDBG funds may be allocated to the category of Public Services. These activities include programming related to food access, housing, child care, youth development, and counseling. A total of \$458,500 was requested for CDBG Public Service funds for FY2024 (this figure includes CDBG Public Service requests from the Homelessness staff report). Last year, \$357,885 was allocated to the 2023 Public Service Category.
- Public Service applications are divided into two reports. The first report, which this report addresses, focuses on general services for LMI households; the second report focuses on services for people experiencing homelessness.
- Six applications were received for the general CDBG Public Service funds with requests from this report totaling \$276,500. Applications include programming for homeless or LMI youth, housing services, food access, transportation access, and early childhood education.

Approach to Application Review

- Applications were reviewed for HUD funding eligibility, consistency with the 2020-2024 Consolidated Plan goals, Anti-Poverty Strategies, and alignment with the City’s comprehensive plan, Imagine Duluth 2035. Proposals were further reviewed based on the identified need, community benefits, budget, and project readiness.

Applications Received

Code	Proposal Name	Organization	Eligible Activity	CDBG Amount
2024-01	Free Tax Site	Community Action Duluth	Yes	CDBG: \$35,000
2024-02	Steve O’Neil Early Childhood Education	CHUM	Yes	CDBG: \$35,000
2024-03	Duluth Hunger Project	CHUM	Yes	CDBG: \$112,500
2024-04	Tenant Landlord Connection	One Roof Community Housing	Yes	CDBG: \$25,000
2024-05	Basic Needs Drop-in Youth Center for Homeless Youth	Life House, Inc.	Yes	CDBG: \$39,000
2024-06	Young Mothers Program	YWCA	Yes	CDBG: \$30,000

Total: \$276,500

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APPLICATION #2024-01: Free Tax Site – Community Action Duluth

Brief Description of Application (including activities and target clientele):

Tax Site is a volunteer-powered program offering free tax assistance to low-to-moderate income people. It typically serves more than 1000 households each year, and they expect to serve 1200 people in FY2024.

Eligible Activity (Identify eligible activity, national objective, and explain):

- National Objective: Benefit at least 51% of households that are LMI
 - Eligible activity: public services
- The program collects information on family size and income so that it is evident at least 51% of the clientele are persons whose family income does not exceed the LMI limit. The goal of the program is to serve 100% LMI individuals.

Application goals/outcomes and relation to Consolidated Plan:

- The program goal is to serve 1,200 LMI households
- Instituting a new satellite tax site separate from the CAD office, to address the ever-present need for assistance with filing taxes and rent rebates.
- Consolidated Plan 2020-2024 goals:
 - Neighborhood Revitalization
 - Increase Incomes
 - Public Services
- Anti-poverty Strategic Plan:
 - Policy #2 remove barriers to obtaining employment
 - Policy #3 reduce housing and utility costs
- Imagine Duluth 2035:
 - Governing Principle #13 Develop a healthy community
 - Governing Principle #14 Integrate fairness into the fabric of the community

Budget and Project Readiness:

- CDBG request: \$35,000 for program staff salaries, building overhead costs, volunteer and staff training, supplies, and outreach materials.
- Total funding budget: \$217,412
- Secured: \$20,000. There is at least \$1 of secured funding for every \$1 requested, but funding needs are not completely secured and confirmed.
- The cost per person served with CDBG funds is \$29.17, and the cost per person served for the total program budget is \$181.17
- Community Action Duluth has received CDBG funds in the past and has been able to spend the funds in a timely manner with minimal issues. This program in particular has operated in some capacity for over 20 years.

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APPLICATION #2024-02: Steve O’Neil Early Childhood Education -- CHUM

Brief Description of Application (including activities and target clientele):

- CHUM's children’s programming at the Steve O'Neil Apartments focuses on youth (ages 0-17) in their childcare program, multigenerational parenting programs, youth programs, and community programs focused on healthy habits, food security, literacy and diversity.

Eligible Activity (Identify eligible activity, national objective, and explain):

- National objective: Services to people with low incomes (and in particular, children from families with very- low-incomes). Childcare, educational services, and services to homeless persons are all examples of eligible activities for Public Services funding under CDBG. 100% of beneficiaries of this program will be LMI, which is a prerequisite for receiving a voucher to be a resident at the Steve O’Neil apartments.
- Eligible activity: Public services – the program provides public services, including childcare, youth programming, parenting classes, and education about nutrition.

Application goals/outcomes related to Community Goals:

- The program will serve 85 children and their parents or caregivers, with trauma-informed childcare, that allows parents and caregivers to stay employed, programming that includes access to healthy foods, and other supportive services.
- 2020-2024 Consolidated Plan Goal
 - Affordable Housing
 - Food Access
 - Homeless Services
 - Public Services
 - Childcare Access
- Anti-Poverty Strategy
 - Policy 2: Remove Barriers to Obtaining Employment
 - Policy 3: Reduce Housing and Utility Costs
 - Policy 5: Increase Access to Affordable and Healthy Food Options
- Imagine Duluth 2035
 - Governing Principles
 - #10: enhance social well-being of children
 - #12: promote efficiencies, bringing child care to those that need it
 - #13: Develop a healthy community
 - #14: address inequities associated with homelessness

Budget and Project Readiness:

- CDBG request: \$35,000, which will be used for program staff salaries.
- The approximate cost per person served with CDBG funds is \$411; the approximate cost per person served for the total program budget is \$7,753.
- Total funding budget: \$659,000; secured: \$144,000. There is at least \$2 of secured funding for every \$1 requested, but funding needs are not completely secured and confirmed.

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- This program is currently operating at Steve O’Neil so requires no extra preparation to continue operating in the 2024 program year. CHUM has a proven history of receiving HUD grant funds from the City and operating and completing programs in line with HUD and City requirements.

APPLICATION #2024-03: Duluth Hunger Project - CHUM

Brief Description of Application (including activities and target clientele):

- The Duluth Hunger Project is a collaboration between CHUM, The Damiano Center and The Salvation Army to improve food security and provide healthy and nutritious food at no cost to anyone in need through our food shelves and community meal programs.

Eligible Activity (Identify eligible activity, national objective, and explain):

- National objective: Urgent need – Lack of food is an urgent need and an emergency situation. The eligible activity is to make healthy and nutritious food easily accessible through food shelves and free community meals.
- National objective: LMI-Area Benefit – The proposed activity meets HUD's National Objective because it provides "a benefit to low- and moderate- income persons." CHUM, The Damiano Center, and The Salvation Army physical locations are located in Duluth’s lowest income neighborhoods (East Hillside, Central Hillside, Lincoln Park, and West Duluth) and share borders along a 15-mile stretch through Duluth where there are no commercial grocery stores.
- Eligible activity: Public services – the program provides public services, including food packages for home food preparation and hot meals

Application goals/outcomes related to Community Goals:

- The impact of the Duluth Hunger Project is supported by program statistics; last year, we provided 101,158 hot meals and served 20,795 people, of whom 99.6% were considered "very- low-income." The target clientele for our project continues to be individuals and families who need food assistance; most will reside in CDBG-eligible neighborhoods. In Duluth, to be considered "very- low-income," a person’s income must be below 30% of the Area Median Income; \$19,000 for an individual; \$21,700 for a family of 2; \$24,860 for a family of 3; and \$30,000 for a family of 4.
- Food Access
- Homeless Services
- Public Services
- Anti-Poverty Strategy
 - Policy 5: Increase Access to Affordable and Healthy Food Options
- Imagine Duluth 2035
 - Governing Principles
 - #10: social well-being
 - #13: Develop a healthy community
 - #14: Integrate fairness into the fabric of the community

Budget and Project Readiness:

- CDBG request: \$112,500, which will be used for program staff salaries.
- The approximate cost per person* served with CDBG funds is \$6.5; the approximate cost per person* served for the total program budget is \$115.82

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- Total funding budget: \$2,003,639; secured: \$259,932. There is at least \$2 of secured funding for every \$1 requested, but funding needs are not completely secured and confirmed.
- This program is currently operating so requires no extra preparation to continue operating in the 2024 program year. CHUM and the partners in this application have a proven history of receiving HUD grant funds from the City and operating and completing this program in line with HUD and City requirements.

APPLICATION #2024-04: Tenant Landlord Connection (TLC) – One Roof Community Housing

Brief Description of Application (including activities and target clientele):

- The TLC has helped to reduce the number of evictions in our community, and will continue to do so. The TLC program serves at least 75% LMI households, working to ensure the existence of stable rental housing by educating existing and potential landlords and tenants of their rights and responsibilities, as well as mediating disputes between landlords and tenants.

Eligible Activity (Identify eligible activity, national objective, and explain):

- National Objective: benefit to low- and moderate-income people.
 - The program collects information on family size and income so that it is evident at least 51% of the clientele are persons whose family income does not exceed the low- and moderate-income limit.
- Eligible Activity: CDBG public service- tenant/landlord counseling

Application goals/outcomes related to Community Goals:

- The program goal is to provide services to 575 households and prevent at least 30 evictions in 2024
- 2020-2024 Consolidated Plan Goal:
 - Public Services: Provide services to LMI people that fulfill basic needs, prevent evictions, and stabilize housing for an additional 170 households.
- Anti-poverty strategy:
 - Policy #2 remove barriers to obtaining employment
 - Policy #3 reduce housing and utility costs
- Imagine Duluth 2035:
 - Governing Principle #14: Integrate fairness into the fabric of the community.
 - Housing policy #3 Prioritize inclusive housing policies to reflect the city’s social, cultural, economic, and historic diversity and development patterns.

Budget and Project Readiness:

- CDBG request: \$25,000 for program staff salaries and benefits
- Total funding budget: \$150,000; secured: \$0. No additional funds have been secured.
- The cost per person served with CDBG funds is \$43.48, and the cost per person served for the total program budget is \$260.87

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- One Roof has received CDBG funds since 2015 for this program and has been able to appropriately spend the funds in a timely manner, and comply with all documentation and reporting requirements.

APPLICATION #2024-05: Basic Needs Drop-In Youth Center – Life House Inc.

Brief Description of Application (including activities and target clientele):

The Life House drop-in Youth Center serves homeless and at-risk youth ages 14-24 with basic necessities: hot meals, showers, laundry, lockers for safekeeping of belongings, bus passes, and assistance obtaining vital documents and public benefits.

Eligible Activity (Identify eligible activity, national objective, and explain):

- National Objective: benefit LMI people. The project exclusively benefits a clientele who are presumed by HUD to be low income persons (homeless persons, abused children). In FY2023, 96% of youth disclosed living in a low- to extremely low-income household.
- Eligible Activity: Public Service

Application goals/outcomes related to Community Goals:

- Program goal is to serve 625 unduplicated youth ages 14-24 by meeting basic needs. Other goals include that youth access supportive services to achieve housing stability, socio-emotional wellness, and economic self-sufficiency.
- 2020-2024 Consolidated Plan Goals:
 - Public Services: Provide services to LMI people that fulfill basic needs, prevent evictions, and address other needs.
 - Food Access: Provide healthy and affordable food to LMI youth.
 - Homeless Services: provides referral services to youth who are currently homeless
- Anti-Poverty Strategy:
 - Policy #2 Remove barriers to obtaining employment
 - Policy #5: Increase Access to Affordable, Healthy Food Options
- Imagine Duluth 2035:
 - Governing Principle #13: Develop a healthy community.
 - Governing Principle #14: Integrate fairness into the fabric of the community.

Budget and Project Readiness:

- CDBG request: \$39,000 for program Manager salary and benefits.
- Total funding budget: \$367,209; secured: \$286,220 There is at least \$2 of secured funding for every \$1 requested, but funding needs are not completely secured and confirmed.
- The cost per person served with CDBG funds is \$62.40, and the cost per person served for the total program budget is \$587.53.

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- Life House has received CDBG funds in the past and has been able to appropriately spend the funds in a timely manner. The program has been in operation since 2001 without any interruption in services.

APPLICATION #2024-06: Young Mothers Program – YWCA

Brief Description of Application (including activities and target clientele):

Young Mothers Program provides transitional housing to pregnant and parenting young women ages 16-21 and their children. The program also offers childcare, transportation access, food access, and homeless services.

Eligible Activity (Identify eligible activity, national objective, and explain):

- National Objective: Benefit at least 51% of households that are LMI
 - Eligible activity: public services
- The program offers services for homeless pregnant or parenting young people.

Application goals/outcomes and relation to Consolidated Plan:

- The program goal is to serve 25 people
- Consolidated Plan 2020-2024 goals:
 - Childcare Access
 - Homeless Services
 - Transportation Access
 - Food Access
- Anti-poverty Strategic Plan:
 - Policy #2 remove barriers to obtaining employment
 - Policy #5 Increase Access to Affordable and Healthy Food Options
- Imagine Duluth 2035:
 - Governing Principle #13 Develop a healthy community
 - Governing Principle #14 Integrate fairness into the fabric of the community

Budget and Project Readiness:

- CDBG request: \$30,000 for program staff salaries and benefits, program supplies, food, and transportation.
- Total funding budget: \$312,500
- Secured: \$107,500 There is at least \$3 of secured funding for every \$1 requested, but funding needs are not completely secured and confirmed.
- The cost per person served with CDBG funds is \$1,200, and the cost per person served for the total program budget is \$12,500
- The YMP is currently operating successfully, and continues to do so into FY 2024 without interruptions.
- The YWCA has received CDBG funds in the past and has been able to spend them with timeliness and proper reporting.