



STAFF REPORT

Report To: Board of Supervisors

Meeting Date: June 3, 2021

Staff Contact: Mirjana Gavric, Grants Administrator

Agenda Title: For Possible Action: Discussion and possible action regarding the approval of funding and final recommendation to the Nevada Governor's Office of Economic Development ("NGOED") for the Community Development Block Grant-COVID 19 ("CDBG-CV") funding for Fiscal Year ("FY") 2022, to be granted to nonprofit organizations in the amount of \$124,549 from the second allocation of funding received by Carson City and \$197,948 from the third allocation of funding received by the City, for a total recommended award of \$322,497. (Mirjana Gavric, mgavric@carson.org)

Staff Summary: The CDBG-CV provides funding for a range of eligible activities that respond to and prevent the spread of COVID-19. The Board of Supervisors ("Board") is required to make a final recommendation and approval of funding for CDBG-CV projects to the Nevada Governor's Office of Economic Development ("NGOED"). Carson City has received three rounds of funding for CDBG-CV: the first was in the amount of \$307,430 ("CDBG-CV I"); the second was in the amount of \$205,504 ("CDBG-CV II"); and the third was in the amount of \$371,248 ("CDBG-CV III"). Carson City has approved grants for the first round of funding, and there is a \$124,549 remaining balance from Round II and \$371,248 from Round III for a total of \$495,797 available. Applications were solicited, and five public service project applications were received, requesting a total of \$322,497. The Application Review Work Group ("AWRG") is recommending 100% funding of these applications, as they have met the State and Federal CDBG-CV requirements.

Agenda Action: Formal Action / Motion

Time Requested: 15 minutes

Proposed Motion

I move to approve the funding and recommendation as presented.

Board's Strategic Goal

Economic Development

Previous Action

On September 17, 2020, the Board approved \$237,004 in awards from the CDBG-CV IA allocation.

On January 7, 2021, the Board approved \$151,381 in awards from the CDBG-CV IB allocation.

Background/Issues & Analysis

Carson City has received three CDBG-CV allocations for a total amount of \$884,182. Carson City previously awarded amounts on September 17, 2020 for \$237,004 and January 7, 2021 for \$151,381, leaving an amount yet to be awarded of \$495,797.

Staff solicited applications for CDBG-CV funding, and in accordance with CDBG requirements, staff formed an ARWG to evaluate and rank the five applications received and to make funding recommendations based on community need, projected outcome, and compliance with State and HUD requirements.

Applications were due on April 9, 2021. The ARWG held a conference phone call on May 12, 2021, in which the ARWG ranked and evaluated the proposed program applications. The ARWG recommends that the Board fully fund all five applications, for a total request of \$322,497 to be allocated as follows: \$120,000 to the Ron Wood Family Resource Center, \$98,365 to the Nevada Health Centers, \$46,343 to the Nevada Rural Counties RSVP Program, Inc., \$31,166 to the Advocates to End Domestic Violence, and \$26,623.46 to the Boys & Girls Club of Western Nevada.

After the Board discusses, makes any desired amendments, and approves the CDBG-CV awards, staff will forward the final approved recommendations to NGOED for consideration. This award, if approved, will leave \$173,300 of unallocated CDBG-CV Funds available. Staff will again advertise the available funds in June 2021, in order to use the award by the deadline of September 30, 2022.

Applicable Statute, Code, Policy, Rule or Regulation

Title 1 of the Housing and Community Development Act of 1974, Public Law 93-383 as amended; 42 U.S.C. 5301 et seq.

Financial Information

Is there a fiscal impact? Yes

If yes, account name/number: Grant Fund- Federal Grant Revenues 2756581 431010 and Grant Operating Expenses 2756574-501225 - Both will be linked to Munis Grant Number G070121008.

Is it currently budgeted? Yes

Explanation of Fiscal Impact: The final CDBG-CV II & III award amounts will be added to the FY 2022 Budget during the first round of Budget Augmentations.

Alternatives

Modify the recommended awards and/or provide alternative direction to staff.

Attachments:

[Staff Memo to BOS CDBG-COVID 19.pdf](#)

Board Action Taken:

Motion: _____

1) _____

2) _____

Aye/Nay

(Vote Recorded By)



CARSON CITY, NEVADA CONSOLIDATED MUNICIPALITY AND STATE CAPITAL

MEMORANDUM Board of Supervisors Meeting of June 3, 2021

To: Mayor and Board of Supervisors
From: Mirjana Gavric, Grants Administrator
Date: June 3, 2021
Subject: CDBG-COVID 19 Funding Proposals II & III

The Board of Supervisors is required to make a final recommendation and approval for the Community Development Block Grant-COVID 19 (CDBG-CV) projects to the Nevada Governor's Office of Economic Development (NGOED). Carson City has received three CDBG-CV allocations: CDBG-CV I, in the amount of \$307,430; CDBG-CV II, in the amount of \$205,504; and CDBG-CV III in the amount of \$371,248, for a total amount of \$884,182. CDBG-CV I was used to fund applications in two rounds, 1A & 1B. NGOED has allowed Carson City to use funds from CDBG-CV II in the amount of \$80,955 to fund applications from CDBG-CV IB, leaving the remaining \$124,549 from CDBG-CV II to fund future applications.

The second allocation amount remaining of \$124,549 and third allocation amount of \$371,248 have been combined for FY 2022. The total amount advertised for CDBG-CV II and III was \$495,797.

The Application Review Work Group (ARWG) is making a recommendation to fully fund all five applications for a total of \$322,497, which leaves a remaining balance of \$173,300. Carson City staff will advertise the remaining balance in June 2021 as CDBG-CV III, since all the funding from the second allocation will be awarded.

The grant project dates are as follows: CDBG-CV II & III July 1, 2021 through June 30, 2022; CDBG-CV III, October 1, 2021 through September 31, 2022.

As part of the abbreviated CDBG Citizen Participation requirement, an online workshop session was held on January 14, 2021 to review the CDBG-CV requirements and application process. The request for applications was posted on Carson NOW, City Hall, Carson City Community Development office and the Carson City website. Applications were also solicited by e-mail to local community service organizations.

Applications were due on April 9, 2021. The ARWG held a conference phone call on May 12, 2021, in which the ARWG ranked and evaluated the proposed program applications for community need, projected outcome, and compliance with State and HUD requirements. The ARWG consisted of 4 volunteers representing both community members and subject matter experts. These members are:

- JoAnn Carpenter – Retired CDBG Program Administrator and Carson City Citizen
- Vern Krahn – Retired Parks Planner and Carson City Citizen
- Edward Choklek – Volunteer Homeless Advocate and Carson City Citizen
- Kristine Currie – Retired Urban Planner and Carson City Citizen

CARSON CITY, NEVADA
CONSOLIDATED MUNICIPALITY AND STATE CAPITAL

CDBG-CV II & III PUBLIC SERVICE PROJECT RECOMMENDATIONS:

1) Project Name: Family Support for COVID-19

Agency: Ron Wood Family Resource Center

Funding Request: \$120,000

Recommendation: \$120,000

Applicant Score: 91%

Objective: Serving low to moderate income (LMI) persons.

Description: Ron Wood Family Resource Center is requesting funds in order to help prevent potential eviction to families in the Carson City community as a direct result of the COVID-19 pandemic. The funds will allow Ron Wood to provide "wrap-around" services to include utility assistance, counseling, education support, employment services and mental/physical health referrals.

Funding Recommendation Rationale: Approved under Section 105(a)(8) of the Housing and Community Development Act of 1974 (HCDA), provisions of public services. The ARWG is recommending full funding based on the amount of money received from CDBG-CV. In addition, the ARWG unanimously voted to support this request because this program will help Carson City families receive services that will help a wide variety of their needs.

2) Project Name: Vaccination & Testing Carson City Residents for COVID-19

Agency: Nevada Health Centers

Funding Request: \$98,365

Recommendation: \$98,365

Applicant Score: 89%

Objective: Serving low to extremely low income (LMI) persons.

Description: Nevada Health Centers is requesting funding to help prevent, prepare and respond to COVID-19 by expanding vaccine services to Carson City residents by providing vaccinations to home bound residents, possible school sites and local businesses and community organizations. Nevada Health Centers is requesting funding for a used vehicle and funds to help staff the additional vaccination sites.

Funding Recommendation Rationale: Approved under Section 105(a)(8) of the Housing and Community Development Act of 1974 (HCDA), provisions of public services. The ARWG is recommending full funding for this request, based on the funding available through CDBG-CV. The ARWG felt that the need for this request is essential to the health of Carson City residents.

3) Project Name: Senior Vaccination Coordination Program

Agency: Nevada Rural Counties RSVP Program, Inc.

Funding Request: \$46,343

Recommendation: \$46,343

Applicant Score: 83%

Objective: Serving low to extremely low income (LMI) persons.

Description: The RSVP program staff are requesting funds to help vaccinate seniors through a partnership with Nevada Health Centers. RSVP needs funds to pay for one Project Coordinator to help streamline the registration process and coordinate home site vaccinations and on-site vaccinations. In addition, RSVP needs funds to advertise the vaccine opportunities through printed materials, phone communication, newspaper ads and radio announcements.

DEPARTMENT OF FINANCE

201 North Carson Street, Suite #3, Carson City, NV 89701 - (775) 887-2133 (775) 887-2107 fax

CARSON CITY, NEVADA

CONSOLIDATED MUNICIPALITY AND STATE CAPITAL

Funding Recommendation Rationale: Approved under Section 105(a)(8) of the Housing and Community Development Act of 1974 (HCDA), provisions of public services. The ARWG is recommending full funding for this request, based on the funding available through CDBG-CV. The ARWG felt that the need for this request is essential to the health and wellbeing of Carson City seniors and veterans; the ARWG fully supports this project.

4) Project Name: COVID-19 Shelter Support

Agency: Advocates to End Domestic Violence (AEDV)

Funding Request: \$31,166

Recommendation: \$31,166

Applicant Score: 81%

Objective: Serving low to moderate income (LMI) persons.

Description: AEDV is requesting funding to replace existing twin mattresses with bacterial-resistant mattresses in order to limit the spread of the COVID-19 virus between users. In addition, AEDV is requesting funding for one part-time Case Manager that will work to educate, encourage, schedule and transport clients and their children to be vaccinated and tested.

Funding Recommendation Rationale: Approved under Section 105(a)(8) of the Housing and Community Development Act of 1974 (HCDA), provisions of public services. The ARWG is recommending full funding based on the amount of money received for CDBG-CV. In addition, the ARWG made their recommendation centered on the importance of keeping the AEDV clients healthy and safe.

5) Project Name: COVID Mitigation Project

Agency: Boys & Girls Club of Western Nevada

Funding Request: \$26,623.46

Recommendation: \$26,623.46

Applicant Score: 78%

Objective: Serving low to extremely low income (LMI) persons.

Description: The Boys & Girls Club of Western Nevada is requesting funds to replace existing bathroom fixtures to be touchless. In addition to replacing all of the bathroom fixtures, the Boys and Girls Club would like to replace the standard drinking fountain to a water bottle filling station and install ultra-violet scrubbers into existing duct work to improve air quality. These projects will enable the Boys & Girls Club to mitigate the spread of coronavirus by reducing common touch surfaces, creating better access to refilling personal water bottles and improving air quality by removing air born germs within the ventilation system for the facility.

Funding Recommendation Rationale: Approved under Section 105(a)(8) of the Housing and Community Development Act of 1974 (HCDA), provisions of public services. The ARWG is recommending full funding for this request, based on the funding available through CDBG-CV. The ARWG felt that the need for this request is essential to the health and wellbeing of the children in this program; the ARWG fully supports this project.

Potential Additional Funding Available:

No additional funding is expected from the Nevada Governor's Office of Economic Development, at this time.

CARSON CITY, NEVADA

CONSOLIDATED MUNICIPALITY AND STATE CAPITAL

Eligibility Requirement

In order to be eligible for funding, every CDBG-funded activity (excluding planning and administration) *must* qualify as meeting one of the three national objectives of the program:

- Benefiting low- and moderate-income (LMI) persons or a low-income area,
- Preventing or eliminating slums or blight, or
- Meeting an urgent community development need due to threat to community health and welfare (e.g., natural disaster emergencies).

Past CDBG public facility and public service projects in Carson City have met the LMI criteria. This means projects that get funded qualify by either:

1. Limited Clientele criteria: Serving persons where at least 51% of the clientele are LMI persons (senior citizens are also classified as LMI under this category); or
2. Area Benefit criteria: Meeting the needs within a service area where at least 51% of the residents in that area are LMI persons. (HUD provides data on the percentage of LMI persons within the Census Block Groups.)

It is very important that the program or project staff document the number of LMI persons served for grant monitoring and audit purposes.

Eligible Activities

Eligible activities for the use of CDBG-CV funds and examples of such activities include:

Buildings and Improvements, Including Public Facilities

Acquisition, construction, reconstruction, or installation of public works, facilities, and site or other improvements. <i>See section 105(a)(2) (42 U.S.C. 5305(a)(2)); 24 CFR 570.201(c).</i>	Construct a facility for testing, diagnosis, or treatment.
	Rehabilitate a community facility to establish an infectious disease treatment clinic.
	Acquire and rehabilitate, or construct, a group living facility that may be used to centralize patients undergoing treatment.
Rehabilitation of buildings and improvements (including interim assistance). <i>See section 105(a)(4) (42 U.S.C. 5305(a)(4)); 24 CFR 570.201(f); 570.202(b).</i>	Rehabilitate a commercial building or closed school building to establish an infectious disease treatment clinic, e.g., by replacing the HVAC system.
	Acquire, and quickly rehabilitate (if necessary) a motel or hotel building to expand capacity of hospitals to accommodate isolation of patients during recovery.
	Make interim improvements to private properties to enable an individual patient to remain quarantined on a temporary basis.

DEPARTMENT OF FINANCE

201 North Carson Street, Suite #3, Carson City, NV 89701 - (775) 887-2133 (775) 887-2107 fax

CARSON CITY, NEVADA

CONSOLIDATED MUNICIPALITY AND STATE CAPITAL

Assistance to Businesses, including Special Economic Development Assistance	
Provision of assistance to private, for-profit entities, when appropriate to carry out an economic development project. <i>See section 105(a)(17) (42 U.S.C. 5305(a)(17)); 24 CFR 570.203(b).</i>	Provide grants or loans to support new businesses or business expansion to create jobs and manufacture medical supplies necessary to respond to infectious disease. Avoid job loss caused by business closures related to social distancing by providing short-term working capital assistance to small businesses to enable retention of jobs held by low- and moderate-income persons.
Provision of assistance to microenterprises. <i>See section 105(a)(22) (42 U.S.C. 5305(a)(22)); 24 CFR 570.201(o).</i>	Provide technical assistance, grants, loans, and other financial assistance to establish, stabilize, and expand microenterprises that provide medical, food delivery, cleaning, and other services to support home health and quarantine.

Provision of New or Quantifiably Increased Public Services

<i>Following enactment of the CARES Act, the public services cap has no effect on CDBG-CV grants and no effect on FY 2019-2020 CDBG Grant funds used for coronavirus efforts.</i>	Carry out job training to expand the pool of health care workers and technicians that are available to treat disease within a community.
	Provide testing, diagnosis or other services at a fixed or mobile location.
	Increase the capacity and availability of targeted health services for infectious disease response within existing health facilities.
	Provide equipment, supplies, and materials necessary to carry out a public service.
	Deliver meals on wheels to quarantined individuals or individuals that need to maintain social distancing due to medical vulnerabilities.

Planning, Capacity Building, and Technical Assistance

States only: planning grants and planning only grants. <i>See section 105(a)(12).</i>	Grant funds to units of general local government may be used for planning activities in conjunction with an activity, they may also be used for planning only as an activity. These activities must meet or demonstrate that they would meet a national objective. These activities are subject to the State's 20 percent administration, planning and technical assistance cap.
States only: use a part to support TA and capacity building. <i>See section 106(d)(5) (42 U.S.C. 5306(d)(5)).</i>	Grant funds to units of general local government to hire technical assistance providers to deliver CDBG training to new subrecipients and local government departments that are administering CDBG funds for the first time to assist with infectious disease response. This activity is subject to the State's 3 percent administration, planning and technical assistance cap.
Entitlement only: data gathering, studies, analysis, and preparation of plans and the identification of actions that will implement such plans. <i>See 24 CFR 570.205.</i>	Gather data and develop non-project specific emergency infectious disease response plans.

DEPARTMENT OF FINANCE

201 North Carson Street, Suite #3, Carson City, NV 89701 - (775) 887-2133 (775) 887-2107 fax

CARSON CITY, NEVADA
CONSOLIDATED MUNICIPALITY AND STATE CAPITAL

CDBG-CV 1A and 1B Funding Awarded

Agency	Project	Agency Request	Board of Supervisors Approval
<u>CDBG-CV 1A</u>			
Boys & Girls Club Expansion	Supplies to expand the childcare program.	\$79,825.42	\$79,826
Nevada Health Centers	Structural cover for the parking lot in Carson City.	\$57,191.22	\$57,191
Spirit of Hope	Van to transport clients.	\$51,584.33	\$51,585
St. Vincent de Paul	Supplies for the Nights off the Street Program.	\$20,080	\$20,080
Carson City Administration	Grant Administration	\$28,322.30	\$28,322
TOTAL		237,003.27	\$237,004
<u>CDBG-CV 1B</u>			
Advocates to End Domestic Violence	Vehicle to transport clients.	\$35,676.97	\$35,677
Carson City Senior Center	Funding to supplement rise in food costs for the Meals on Wheels program.	70,426	\$70,426
Nevada Health Centers	Equipment to support COVID testing and vaccinations.	\$45,278	\$45,278
TOTAL		\$151,380.97	\$151,381
TOTAL CDBG-CV 1A and 1B		\$388,384.24	\$388,385

DEPARTMENT OF FINANCE

201 North Carson Street, Suite #3, Carson City, NV 89701 - (775) 887-2133 (775) 887-2107 fax