

**CITY OF MADISON:
Planning and Community and
Economic Development Dept:
CD Division**

Memo

To: CDBG Committee
 From: Sue Wallinger, CDBG Office
 Date: 2/17/2012
 Re: Timeline for Actions Required to Contract with Agencies using ESG Funding

In December, the CD Division received notice from HUD of additional 2011 ESG funding. This is as a result of the publishing of the interim Emergency Solutions Grant regulations. These regulations, in effect as of January 4, 2012, provide guidance on new eligible activities and new definitions for homeless and at-risk of homelessness. These rules also include the actions necessary by the City in order to access these funds which include amending the 2011 Consolidate Action Plan. The amount of funding available from this source is \$49,075.

In addition to the announcement of the second portion of the 2011 funding, HUD officially notified the City of the 2012 ESG allocation. The total for this allocation is \$155,704. A portion of these funds are already under contract as a result of decisions made during the 2011-12 Summer Funding Process that took place in the summer of 2010. The remaining unobligated balance is \$66,553.

In addition to the \$115,628 available, the City has a balance of \$9,000 that was returned as a result of a rehabilitation project not moving forward. Currently, the available balance of unobligated ESG funds is \$124,628. The following schedule is recommended for approval in order for CD staff to obligate these funds as quickly as possible.

Monday, 2/13/12	Consult with Continuum of Care Coordinating Committee on funding priorities of eligible activities. Completed
Friday, 2/24/12	Notice published that Draft Substantial Amendment is available and RFP will be available on 3/26. Draft Substantial Amendment available for public comment.
Thursday, 3/1/12	Hold Public Hearing at CDBG Committee Meeting on funding priorities of eligible activities.
Monday, 3/26/12	End of 30 day required comment period. Request for Proposals available.
Monday 4/16/12	Proposals due to CDBG Office.
4/16-20/12	Staff team reviews proposals and prepares recommendation to CDBG Committee.
Thursday, 5/3/12	CDBG Committee approves resolution to contract with selected agency(s) and authorizes the Mayor/City Clerk to enter into agreements.
Tuesday, 5/1/12	Resolution introduced at Common Council.
Monday, 5/7/12	Resolution approved at BOE.
Tuesday, 5/15/12	Resolution approved by Common Council.
Monday, 5/21/12	Contract(s) negotiated with CDD staff.