



Department of Planning & Community & Economic Development

Community Development Division

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Child Care
Community Resources
Community Development Block Grant
Madison Senior Center

March 3, 2017

Mr. Michael Martin
Dept. of Housing and Urban Development
Suite 950
310 W. Wisconsin Ave.
Milwaukee, WI 53203

Dear Michael;

Project Home, Inc. has requested an exception to the 570.611 conflict of interest regulations for Ms Natalie Erdman, who serves on their Board of Directors. Ms Erdman also currently serves as the Director of the City's Department of Planning and Community & Economic Development, and as such, oversees the work of the Community Development Division. Project Home, Inc receives approximately \$190,000 in CDBG funds to support their Home Repair program, and these CDBG funds are awarded and administered by the Community Development Division.

Through the following actions, Ms Erdman has met the two threshold requirements listed in 570.611(d) required to qualify for an exception:

1. The CDBG Office has publicly disclosed the conflict through an announcement at the March 2, 2017 CDBG Committee meeting, which was noticed in the Legal section of the paper, and the agenda which was posted in the City Clerk's Office; and Project Home's public website lists Ms Erdman as a member of the Board of Directors, and her position was similarly disclosed on her Statement of Interest filing with the City in 2016. Further, Ms Erdman regularly discloses her relationship with Project Home when action comes before the Department, and recuses herself from participating in decisions relating to Project Home.
2. Additionally, the City Attorney has reviewed this issue and finds that Ms Erdman's position as the Director of the City's Department of Planning and Community & Economic Development and her membership on Project Home's Board of Directors will not violate State of Wisconsin conflict of interest laws.

I believe these actions provide the basis to support an exception from the Conflict of Interest requirements, and I look forward to receipt of your letter of exception.

If you have any questions about this request for an exception, please contact me at (608) 266-1053, or at smorrison@cityofmadison.com.

Sincerely,

Susan E. Morrison
CD Grants Supervisor

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