



## Takoma Park City Council Meeting – June 15, 2016 Agenda Items 3, 4 and 5

### **Voting Session**

Resolutions adopting new guidelines for the following programs: Community Development Block Grant (CDBG), Community "Quality of Life" Grant, and Community Partners

### **Recommended Council Action**

Adopt Resolutions

### **Context with Key Issues**

The Council has expressed support for the proposed restructuring of the City's existing grants programs to allow for greater access to available resources, the allocation of funding for specific projects that directly impact community residents, and the development of opportunities to advance ongoing programming that addresses specific needs identified by the City and which advance Council priorities.

### **Council Priority**

Livable Community for All, Environmentally Sustainable Community, Advance Economic Development Efforts

### **Environmental Impact of Action**

N/A

### **Fiscal Impact of Action**

None – Funds are included in the FY17 Adopted Budget. There may be a need to transfer some of the funds between categories during the budget amendment process.

### **Attachments and Links**

- Resolution Establishing Guidelines for Community "Quality of Life" Grant Program
- Program Summary: Community "Quality of Life" Grant Program
- Resolution Establishing Guidelines for Community Partners Program
- Program Summary: Community Partners Program
- Resolution Establishing Priorities for the Community Development Block Grant (CDBG) Program
- Program Summary: Community Development Block Grant (CDBG) Program

Introduced by:

**CITY OF TAKOMA PARK, MARYLAND**

**RESOLUTION 2016-**

**ESTABLISHING GUIDELINES FOR  
COMMUNITY “QUALITY OF LIFE” GRANT PROGRAM**

WHEREAS, the City of Takoma Park currently offers grant funding for a variety of programs ranging from capital projects to operating support for eligible entities through its Community Grants program; and

WHEREAS, the guidelines developed for the Community Grants program were adopted by Resolution 2014-7 on February 10, 2014; and

WHEREAS, the Council, having completed a review of the Community Grants Program, supports the establishment of a new grants program to provide financial support for specific programs, projects and events that improve residents quality of life through the advancement of arts and sciences; and

WHEREAS, the Council endorses the funding parameters and guidelines generally described in the accompanying attachment and identified as Program Summary: Community “Quality of Life” Grant Program.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF TAKOMA PARK, MARYLAND THAT

- Section 1. The Community Grants Program, established by Resolution 2014-7 will be discontinued effective June 30, 2016.
- Section 2. A new Community “Quality of Life” Grants Program, described in the accompanying program summary, will be established effective July 1, 2016.
- Section 3. The Community “Quality of Life” Grant Program shall be reviewed periodically to ensure the appropriate distribution and award of funds.

Adopted this \_\_\_ day of \_\_\_\_\_, 2016.

Attest:

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Jessie Carpenter, CMC  
City Clerk

**PROGRAM SUMMARY:  
Community “Quality of Life” Grant Program**

<p>Purpose</p> <p>Council Priority</p> <p>Eligible Projects</p> <p>Award Process</p>	<p>To provide financial support for specific programs, projects and events that improve residents’ quality of life through the advancement of arts and sciences.</p> <p>Livable Community for All</p> <p>Arts and Humanities projects and events, Science, Technology Engineering and Math (STEM) programs and events, innovative economic development projects. Examples include: Science and/or Math Clubs, Robotics Clubs, Computer Programming Classes, Concert and Film Series, Public Art, Maker Spaces, Technology-based Internship and/or Apprenticeship Programs, etc.</p> <p>Competitive grants process with applications reviewed by the Grants Review Committee. Final awards approved by the City Council.</p>
<p>Funding Structure</p> <p>Recommended Funding Level</p> <p>Recommended Awards</p> <p>Match Requirements</p> <p>Award Restrictions</p> <p>Term of Award</p>	<p>Competitive Application - Grant Agreement</p> <p>Total FY17 Budget - \$60,000</p> <p>Minimum \$5,000 - Maximum \$10,000</p> <p>\$1: \$1 - may include in-kind donations and volunteer time</p> <p>One grant per funding cycle</p> <p>12 month award</p>
<p>Targeted Beneficiaries</p> <p>Residency Requirements</p> <p>Eligible Applicants</p>	<p>Low and moderate income individuals and households</p> <p>75% Takoma Park Residents</p> <p>501(3) organizations recognized by the IRS</p> <p>Business Associations</p>

Wednesday, June 15, 2016

Introduced by:

**CITY OF TAKOMA PARK, MARYLAND**

**RESOLUTION 2016-**

**ESTABLISHING GUIDELINES FOR COMMUNITY PARTNERS PROGRAM**

WHEREAS, the Council recognizes the contributions made by local organizations, service providers and others to create the vibrant and sustainable community that is Takoma Park; and

WHEREAS, the Council values the partnerships it has developed over time with many of these entities; and

WHEREAS, the Council has endorsed the establishment of a Community Partners program designed to provide new and ongoing opportunities for organizations to partner on a contractual basis with the City to provide a variety of programs and services; and

WHEREAS, the focus of the Community Partners program is the expansion and enhancement of the programs and services offered by the City; and

WHEREAS, the Council has endorsed the funding parameters generally described in the accompanying attachment and identified as Program Summary: Community Partners Program.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF TAKOMA PARK, MARYLAND THAT the Community Partners Program, described in the accompanying program summary, is approved effective July 1, 2016.

Adopted this \_\_\_\_ day of \_\_\_\_\_, 2016.

Attest:

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Jessie Carpenter, CMC  
City Clerk

**PROGRAM SUMMARY:  
Community Partners Program**

<p>Purpose</p> <p>Council Priority</p> <p>Eligible Projects</p> <p>Award Process</p>	<p>To provide services that augment but do not duplicate existing City programming, advance Council priorities, and provide residents with support and resources needed to meet fundamental human needs.</p> <p>Advance Economic Development Efforts Environmental Sustainable Community Livable Community for All</p> <p>Ongoing programs which supplement existing city services and programs, advance Council priorities, provide basic human needs and services, engage families and youth. Examples include: Food Pantry / Food Distribution, Mentoring Programs, Afterschool or Summer Enrichment Programs, Community Organizing, Environmental Sustainability Initiatives, Classes for Disadvantaged Populations, Support Services for Seniors, Job Ready Training, etc.</p> <p>Competitive Request for Proposals process with solicitations issued with specific scopes of services and deliverables developed by staff to address programming needs. Proposals reviewed by staff with recommendations forwarded to Council for final review and award of contract.</p>
<p>Funding Structure</p> <p>Recommended Funding Level</p> <p>Term of Award</p>	<p>Competitive Procurement - Contract for Services</p> <p>Total FY17 Budget - \$160,000*</p> <p>    Unallocated Funds for Contracts - \$100,000</p> <p>    MANUP FY17 set aside - \$35,000</p> <p>    Lunch and Learn FY17 set aside - \$25,000</p> <p>Maximum 36 month contract with renewal options</p>
<p>Targeted Beneficiaries</p> <p>Residency Requirements</p> <p>Eligible Applicants</p>	<p>Low and moderate income individuals and households</p> <p>75% Takoma Park Residents</p> <p>501(3) organizations recognized by the IRS</p> <p>Entities in Good Standing with the State of MD</p> <p>Sole Proprietors</p>

Introduced by:

**CITY OF TAKOMA PARK, MARYLAND**

**RESOLUTION 2016-**

**ESTABLISHING FUNDING PRIORITIES FOR THE  
COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM**

WHEREAS, the City of Takoma Park participates in the U. S. Department of Housing and Urban Development's (HUD) Community Development Block Grant (CDBG) program, receiving a proportionate share of Montgomery County Maryland's annual CDBG entitlement funding, and

WHEREAS, the CDBG program provides a flexible funding source for a variety of community development projects including public service programs which benefit persons of low and moderate incomes and capital projects located within designated low and moderate income areas; and

WHEREAS, funding for public service programs under the CDBG program is limited and the use of funds for this purpose is heavily regulated by HUD; and

WHEREAS, comparable grant opportunities for public service programs have been developed by the City for programming benefitting this same targeted population that provide greater access to funds and are less burdensome to administer than grants awarded through the CDBG program; and

WHEREAS, the Council, having completed a review of the grant programs offered by the City, have found that the continued use of CDBG funds for public service programs is not an efficient use of resources; and

WHEREAS, federal regulations governing the CDBG program do not require funding of public service programs.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF TAKOMA PARK, MARYLAND THAT the expenditure of future Community Development Block Grant (CDBG) allocations will be limited to capital projects benefitting low and moderate income populations as defined by the U.S. Department of Housing and Urban Development.

BE IT FURTHER RESOLVED THAT this policy shall be reviewed periodically to ensure the appropriate distribution of Community Development Block Grant (CDBG) funds and compliance with federal regulations governing the CDBG program.

Adopted this \_\_\_ day of \_\_\_\_\_, 2016.

Attest:

\_\_\_\_\_  
Jessie Carpenter, CMC  
City Clerk

**PROGRAM SUMMARY:  
Community Development Block Grant Program (CDBG)**

<p>Purpose</p> <p>Council Priority</p> <p>Eligible Projects</p> <p>Award Process</p>	<p>To provide funding for capital projects in designated low and moderate income census tracts and/or which benefit certain low and moderate income populations.</p> <p>Advance Economic Development Efforts Environmental Sustainable Community Livable Community for All</p> <p>Capital projects including purchase and installation of equipment. Examples include: Flower Avenue Green Street, Commercial Façade Easements, Community Kitchens, ADA Improvements, etc.</p> <p>Competitive grant process with applications reviewed by the Grants Review Committee and recommendations endorsed by the City Council. Final awards approved by Montgomery County Council.</p>
<p>Funding Structure</p> <p>Recommended Funding Level</p> <p>Recommended Awards</p> <p>Match Requirements</p> <p>Award Restrictions</p> <p>Term of Award</p>	<p>Competitive Application - Grant Agreement</p> <p>100% of Annual CDBG Allocation - Estimated at \$91,000</p> <p>Minimum \$10,000 award</p> <p>None</p> <p>One grant per funding cycle</p> <p>12 month award</p>
<p>Targeted Beneficiaries</p> <p>Residency Requirements</p> <p>Eligible Applicants</p>	<p>Low and moderate income neighborhoods</p> <p>100% Takoma Park Residents</p> <p>501(3) organizations recognized by the IRS City of Takoma Park</p>

Wednesday, June 15, 2016