



## STAFF REPORT

### BLOCK GRANT COMMITTEE THURSDAY, MARCH 9, 2023

1. **Approval of minutes of the September 15, 2022, meeting.**

Submitted under separate cover.

**Recommendation:** Approve as submitted and/or modified.

2. **Public Hearing on:**

a) **Fiscal Year 2022 Consolidated Annual Performance and Evaluation  
Report for the Community Development Block Grant (CDBG) Program.**

The Consolidate Annual Performance and Evaluation Report (CAPER) is an overview of the annual accomplishments of the Community Development Block Grant Program. The report must be submitted to the Department of Housing and Urban Development Offices (HUD) no later than March 31, 2023. The report is utilized to monitor the City's achievements towards goals outlined in the Five-Year Consolidated Plan.

The 2022 fiscal year provided another opportunity for the City of West Allis to positively employ and to creatively utilize Community Development Block Grant funds to assist a wide array of projects for low-moderate income individuals/neighborhoods and to remove the negative influence of blight on our community. The City's CDBG funded projects offer a culmination of benefits and results that are outlined throughout this report.

In September of 2021, the Block Grant Committee approved use of the estimated FY 2022 federal allocation of \$1,297,775 (Inclusive of program-generated income from repayment of housing rehabilitation and economic development loans of \$275,000, for a total of \$1,572,775).

In May of FY 2022, HUD mailed the official award letter to the city, allocating \$1,251,694 in entitlement funds. This was \$46,081 less than anticipated when estimated in the prior year adjustments were made to comply with the new budget total amount. It should be noted that awards to Entitlement Communities like West Allis continue to be delayed further into the fiscal year they are allocated to fund. Continuation of this practice will create further budgetary hurdles.

	Description	FY 2022 Budgeted	FY 2022 Actual	
1	Projected Entitlement	\$ 1,297,775		
2	Actual Entitlement		\$ 1,251,694	
3	Est. Economic Development Loans Rehabilitation Income/Repayments	\$ 200,000	\$ 200,000	difference
4	Est. Housing Rehabilitation Income/Repayments	\$ 75,000	\$ 75,000	2.9%
5	<b>Total</b>	\$ 1,572,775	\$ 1,526,694	(\$46,081)

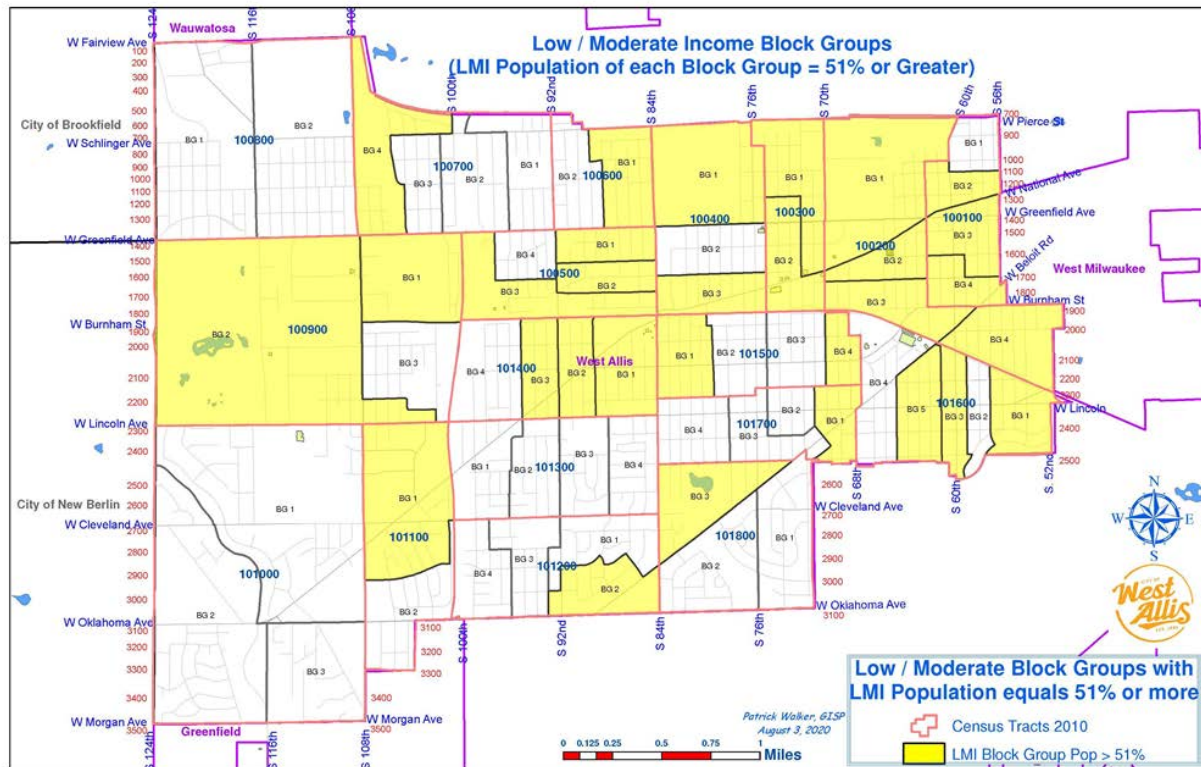
# 2022 Categories of Activities & total Budget Authority

Funds used under the following project categories:

• Administrative Projects	\$305,339
• Public Service Projects	\$229,004
• Housing Rehabilitation Projects (+PI)	\$178,295
• Economic Development Projects (+PI)	\$347,000
• Public Facility Improvement Projects	\$471,202
	<b>\$1,526,694</b>



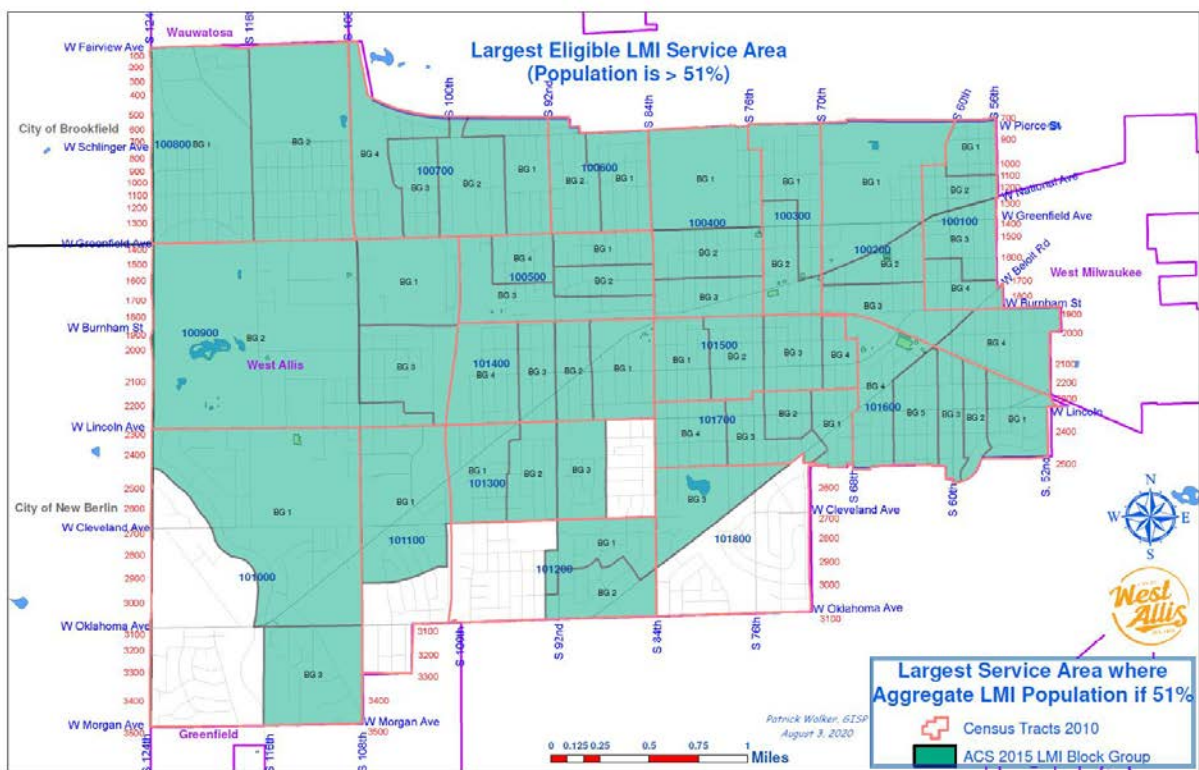
Pictured below are the Census Tracts of the City of West Allis. The yellow-colored areas are Census Tracts with 51% or higher low-moderate income population.



The maps use Census Bureau American Community Survey, or ACS, which collects demographic and income data from a statistically significant sample of households on an annual basis. They release data annually, but group data on 3 and 5-year cycles for communities less than 65,000 in population.

The low-moderate income area maps show eligible areas. The yellow-colored areas are Census Tracts and block groups with 51% or higher low-moderate income population.

Pictured below are the Census Tracts of the City of West Allis with the percentage of low-moderate income persons. The green colored area is the aggregate project area of the CDBG program. In other words, the largest service area where an aggregate/average of all block groups average at least 51% or greater low to moderate income. Many CDBG funded programs utilize all or a portion of the below service area.



### 3. Election of a chairperson for the Block Grant Committee.

- a) The Block Grant Committee re-elected Steve Hook as the chairperson.

### 4. Recommendation to the Common Council on the FY 2022 Consolidated Annual Performance and Evaluation Report for the Community Development Block Grant Program.

The Consolidated Annual Performance and Evaluation Report (CAPER) provides annual performance reporting on client outputs and outcomes that enables an assessment of grantee performance toward achieving 5-year Consolidated plan and annual action plan.

A grantees progress reports are submitted to City staff and entered into IDIS (Integrated Disbursement and Information System), thereby reporting the grantees' annual progress

against their goals.

An important element of IDIS is reporting beneficiary information to HUD. This information is used for many purposes:

- To ensure grantees are complying with program requirements and policies
- To provide demographic and income information about the persons that benefited from a community's activities
- To monitor grantee programs

Attached is a spreadsheet sharing performance of 2022 accomplishments.

## 5. Report on CDBG COVID 1,2 and 3 Funds.

### CV 1

As of the presentation of the staff report to the Committee, there was a \$343,000 balance. Of note, an additional \$90,000 expense is pending. The city is on track to meet federal timeliness commitments by July 14 of this year.

### CV 2

Four loans approved totaling \$323,847

Full-time jobs - Jobs retained/created

Holiday Inn – 16 FTE jobs  
Grebe's - 9 FTE jobs  
Rupena's - 8 FTE positions  
Su Plus Two - 1 FTE position  
Total - 34 positions

### CV 3

WWBIC – 27 applications received, 11 funded, with avg. grant of \$5,000.

Restart Economic Development Assistance (City) – received over 40 applications, funded 33 applications with an average grant of \$5,000 aided, and over three rounds of funding. Total number of jobs created or retained = 41 jobs.

## COVID 1-3 Balances

COVID Funding	Amount	PTD Expenses	Balance
CDBG 1	\$762,000	\$418,997	\$343,003
CDBG 2	\$323,847	\$323,847	\$0
CDBG -3	\$303,897	\$303,897	\$0



## 6. Fiscal Year 2023 CDBG entitlement award.

In November of 2022, the city received indication from HUD that is would be allocated \$1,211,694 in FY 2023 funding, or when factoring program income form Housing Rehabilitation repayments and Economic Development program income about \$1,486,6944. In February, the city received notice that is would also be awarded an additional \$40,485 for a total of \$1,527, 179 in federal CDBG funding.