



## AGENDA

**Joint Housing & Community Development Committee and Social Services Committee  
Thursday, June 13, 2024  
Lorraine H. Morton Civic Center, James C. Lytle City Council Chambers, Room 2800  
7:00 PM**

Those wishing to make public comments at the joint meeting of the Housing & Community Development Committee and the Social Services Committee may submit written comments in advance or sign up to provide public comment remotely by completing the Social Services Committee online comment form available by [clicking here](#) or visiting the [Social Services Committee webpage](#) and clicking on Public Comment Form.

To listen to the meeting, join the Zoom meeting below:

<https://us06web.zoom.us/j/83961283626?pwd=STdURINmaGxsY0Rld3FhVmJNYVVPZz09>

Or join by phone:

Dial: +1 312 626 6799

Webinar ID: 839 6128 3626

Passcode: 741501

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**1. CALL TO ORDER/DECLARATION OF A QUORUM**

**2. PUBLIC COMMENT ON THE FY24 ACTION PLAN**

**3. NEW BUSINESS/OLD BUSINESS**

**A. Approval to Recommend the Draft 2024 Action Plan  
Incorporating 2024 Entitlement Grants to City Council**

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Staff recommends approval by the Housing and Community Development Committee (HCDC) and the Social Services Committee (SSC) of the Final 2024 Action Plan that governs the use of the City's Community Development Block Grant (CDBG), HOME Investment Partnerships (HOME), and Emergency Solutions Grant (ESG)

entitlement funding from the U.S. Department of Housing and Urban Development (HUD). The Action Plan has been updated to incorporate 2024 grant amounts that were released on May 7, 2024. As required by HUD, the 2024 Action Plan will go to the City Council for approval on June 24, 2024, pending approval by the Committee.

Funding for the 2024 Action Plan totals \$2,201,271 comprising 2024 entitlement funds and 2023 program income as shown below:

- CDBG: 2024 entitlement funds of \$1,706,811; and \$163,557 in Program Income for a total of \$1,870,368
- HOME: 2024 entitlement funds of \$303,519; and \$27,384 in Program Income for a total of \$330,903
- ESG: 2024 entitlement funds of \$0

**For Action**

[Approval to Recommend the Draft 2024 Action Plan Incorporating 2024 Entitlement Grants to City Council - Attachment - Pdf](#)

**4. STAFF UPDATES**

**5. PUBLIC COMMENT**

**6. ADJOURNMENT**



## Memorandum

To: Members of Housing & Community Development Committee  
CC: Members of the Social Services Committee  
From: Jessica Wingader, Social Services Grants & Compliance Specialist  
CC: Sarah Flax, Director of Community Development, Elizabeth Williams, Interim Housing & Grants Manager and Planning Manager; Marion Johnson, Housing & Grants Supervisor, Ana Elizarraga, Housing & Economic Development Analyst  
Subject: Approval to Recommend the Draft 2024 Action Plan Incorporating 2024 Entitlement Grants to City Council  
Date: June 13, 2024

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### Recommended Action:

Staff recommends approval by the Housing and Community Development Committee (HCDC) and the Social Services Committee (SSC) of the Final 2024 Action Plan that governs the use of the City's Community Development Block Grant (CDBG), HOME Investment Partnerships (HOME), and Emergency Solutions Grant (ESG) entitlement funding from the U.S. Department of Housing and Urban Development (HUD). The Action Plan has been updated to incorporate 2024 grant amounts that were released on May 7, 2024. As required by HUD, the 2024 Action Plan will go to the City Council for approval on June 24, 2024, pending approval by the Committee.

### Funding Source:

Funding for the 2024 Action Plan totals \$2,201,271 comprising 2024 entitlement funds and 2023 program income as shown below:

- CDBG: 2024 entitlement funds of \$1,706,811; and \$163,557 in Program Income for a total of \$1,870,368
- HOME: 2024 entitlement funds of \$303,519; and \$27,384 in Program Income for a total of \$330,903
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### CARP:

Vulnerable Populations

Committee Action:  
For Action

Summary:

**2024 Action Plan**

To receive federal entitlement funds from HUD, Evanston is required to submit a 2024 Action Plan that outlines how CDBG, HOME and ESG funds will be allocated under the following federally defined goals: Affordable Housing, Homelessness, Creating Livable Communities, Economic Development, Public Services, and Administration. This action plan is the 5th annual plan, following the guidelines and goals established by Evanston's 2020-2024 HUD consolidated plan, and was originally drafted based on estimated grants. The original 30-day public comment period opened November 10, 2023 and closed at the HCDC meeting December 12, 2023. The final 2024 Action Plan has been updated to include actual 2024 grant amounts and program income for CDBG and HOME.

Highlights:

- Total FY24 federal funds received is \$38,271 less than estimated
- CDBG award (\$1,870,388) increased by \$177,388 over estimate (\$1,693,000) including \$156,811 of CDBG entitlement funds and \$20,577 of program income.
- HOME award (\$330,903) increased by \$5,903 over estimate (\$325,000), including \$3,519 of HOME entitlement funds and \$2,384 of program income.
- No ESG was awarded. Evanston's allocation by formula amounted to \$144,269 or \$731 below the threshold for direct entitlement allocation.

Evanston is an entitlement community and federal awards are allocated on a formula basis. According to [HUD](#), eligibility is determined based on population data provided by the U.S. Census Bureau and metropolitan area delineations published by the Office of Management and Budget (OMB). Each entitlement community's annual funding allocation is determined by HUD following a statutory dual formulation which uses several objective measures of community need including poverty levels, population, housing overcrowding, and other factors, in comparison to other metropolitan areas. This formula is used to determine award amounts for the City's federal grants. It was determined that Evanston did not meet the minimum allocation threshold to receive an ESG award for FY24. The lack of ESG funds will impact the FY24 Action Plan Homelessness Goal and Administration budget.

**Change in Goals and Allocations**

The HCDC approved the draft action plan including goal allocations based on percentage of grant. The FY24 action plan has been updated to reflect actual grant amounts and associated dollar amounts for each goal. In the initial draft Action Plan, staff estimated \$134,125 of ESG and \$147,500 of HOME funds would be available under the Homelessness goal. The ESG allocation has been reduced to reflect the lack of award. Additionally, \$97,224 has been reallocated from Homelessness to Affordable Housing to fund an affordable housing project that was previously approved by the Housing & Community Development Committee and City Council and ensure the optimal use of our most restricted funds.

The actual amount allocated to the Homelessness goal is now \$50,276 (HOME funds only). However, approximately \$250,000 of HOME funds allocated to Homelessness in previous

years is still available to fund the upcoming Tenant Based Rental Assistance Activities (TBRA). Additionally, the amount of HOME funds allocated for the Affordable Housing goals increases from \$147,500 to \$250,276 for a total amount of \$805,578 allocated to Affordable Housing (CDBG, HOME). These substantial changes to the amount allocated are greater than 20% and trigger the requirement for a second 30-day public comment period as established by the City's Citizen Participation Plan.

### **Emergency Solutions Grant**

Connections for the Homeless (Connections) and the YWCA of Evanston/North Shore (YWCA) are Evanston's ESG recipients under the Homelessness goal. Historically, the YWCA receives \$15,000 used for Shelter Operations; Connections receives approximately \$125,000, for provision of Street Outreach/Shelter Operations (approx. \$50,000), Rapid Re-housing and Homelessness Prevention services (approx. \$75,000).

Since the eviction moratorium ended, Connections has seen an increase in demand for Homelessness Prevention funded housing subsidies. Prior to the pandemic, Connections expended approximately \$25,000 in Homelessness Prevention funds and \$50,000 in Re-housing. However, in response to community needs, that trend has shifted; for the past several years Connections has expended \$50,000 in Homelessness Prevention and \$25,000 in Rapid Re-Housing; this funding is a combination of staff support and direct housing subsidy support. Given State ESG funds cannot be used for Homelessness Prevention services, staff anticipates that this loss could negatively impact households, particularly BIPOC households as detailed in the revised Action Plan, if other sources of funding are not available.

Both the YWCA and Connections are working with the Alliance to End Homelessness in Suburban Cook County (Alliance) to secure ESG State funds to compensate for the loss of Evanston ESG funds. The Alliance is the lead agency for the Cook County Continuum of Care (CoC) and provides funding recommendations to the State for ESG funds which can be allocated to Street Outreach, Shelter Operations, and Rapid Re-housing services, but are not allowed to be used to support Homelessness Prevention services, which could have a negative impact on Evanston households. There is an additional administrative burden for State ESG grant applicants and a minimum award of \$25,000.

As the lead agency for the Cook County CoC, the Alliance is asked to submit a recommendation for the allocation of State ESG program funds administered by the Illinois Department of Human Services (IDHS). The Alliance is including the following recommendations as part of the FY25 State ESG Cook County CoC Funding Recommendation:

- \$125,000 for Connections for Shelter Operations and Street Outreach
- \$25,000 for YWCA for Shelter Operations

### **HOME Improvements Grant**

In June 2023, City Council approved funding for an affordable housing project located at 1805 Church. In partnership with the Housing Opportunity Development Corporation (HODC), the completed project will provide 33 affordable units and 2,250 sq. ft. of retail space. The development will target all low income residents with units set-aside for persons with disabilities. The project is set to receive \$1 million of TIF, \$1.5 million of American Rescue

Plan Act (ARPA) funds, and \$1.5 million of Affordable Housing Funds (AHF) and HOME funds.

HOME funding for affordable housing projects tends to be cyclical; a funded project can take at least three years to complete and often requires multiple year's worth of funding due to the small amount of funds received each year. Based on the allocation under the Affordable Housing goal in Action Plans, this project would receive \$550,000 of HOME funds from 2021, 2022, 2023, and 2024 allocations under the Affordable Housing goal. Allocating restricted funds to the Affordable Housing goal where they can be used for an approved project and meet all regulations, frees up flexible local Affordable Housing Funds (AHF) and optimizes the use of our grant funds and the rate of spend down. This ensures we comply with our grants requirements and continue receiving funding.

The FY24 Action Plan is available for review: [Draft 2024 Action Plan](#)

Attachments:

[Funding Allocations by ConPlan Goal est\\_ actual for 2024 Action Plan](#)

Allocations by ConPlan Goal	2024 Alloc. on Est. (approved)		2024 Alloc. on Actual	
	Est. Amount	Est. % of Grants	Est. Amount	Est. % of Grants
<b>Affordable Housing Goal</b>				
CDBG	\$ 500,000	30%	\$ 555,302	30%
Housing Rehab Admin	\$ -		\$ 31,725	
Housing Rehab RL	\$ 143,000		\$ 163,577	
Code Enforcement	\$ 357,000		\$ 360,000	
HOME	\$ 147,500	45%	\$ 250,276	76%
ESG	N.A.		N.A.	
<b>Affordable Housing Totals</b>	<b>\$ 647,500</b>	<b>30%</b>	<b>\$ 805,578</b>	<b>37%</b>
<b>Homelessness Goal</b>				
CDBG	N.A.	0%	N.A.	0%
HOME	\$ 147,500	45%	\$ 50,276	15%
ESG	\$ 134,125	93%		0%
<b>Homelessness Goal Totals</b>	<b>\$ 281,625</b>	<b>13%</b>	<b>\$ 50,276</b>	<b>2%</b>
<b>Livable Communities Goal</b>				
CDBG	\$ 600,450	35%	\$ 660,450	35%
Alley Paving	\$ 500,000		\$ 500,000	
Sidewalk Gap Infill	\$ 100,450		\$ 100,450	
Sidewalk Improvement				
Parks/Other Improvements	\$ -		\$ -	
Unallocated/Non-Profit Facilities			\$ 60,000	
HOME	N.A.		N.A.	
ESG	N.A.		N.A.	
<b>Livable Communities Totals</b>	<b>\$ 600,450</b>	<b>28%</b>	<b>\$ 660,450</b>	<b>30%</b>
<b>Public Services Goal</b>				
CDBG	\$ 253,950	15%	\$ 280,558	15%
HOME	N.A.		N.A.	
ESG	N.A.		N.A.	
<b>Public Services Totals</b>	<b>\$ 253,950</b>	<b>12%</b>	<b>\$ 280,558</b>	<b>13%</b>
<b>Economic Development Goal</b>				
CDBG	\$ -	0%	\$ -	0%
HOME	N.A.		N.A.	
ESG	N.A.		N.A.	
<b>Economic Development Goal Totals</b>	<b>\$ -</b>	<b>0%</b>	<b>\$ -</b>	<b>0%</b>
<b>Administration Goal</b>				
CDBG	\$ 338,600	20.0%	\$ 374,078	20.0%
HOME	\$ 30,000	9.2%	\$ 30,352	9.2%
ESG	\$ 10,875	7.5%	\$ -	7.5%
<b>Administration Goals Totals</b>	<b>\$ 379,475</b>	<b>18%</b>	<b>\$ 404,430</b>	<b>18%</b>
<b>Grants Total</b>				
CDBG (EN+PI) TOTAL	\$ 1,693,000		\$ 1,870,388	
HOME (EN+PI) TOTAL	\$ 325,000		\$ 330,903	
ESG TOTAL	\$ 145,000		\$ -	
<b>ALL GRANTS (EN+PI) TOTAL</b>	<b>\$ 2,163,000</b>		<b>\$ 2,201,291</b>	