



**CONTRA COSTA COUNTY
DEPARTMENT OF CONSERVATION AND DEVELOPMENT
30 Muir Road
Martinez, CA 94553**

DATE: October 13, 2016

TO: Finance Committee
Supervisor Federal D. Glover, Chair
Supervisor Mary N. Piepho, Vice-Chair

FROM: Gabriel Lemus, CDBG Program Manager
By: Christine Louie, CDBG Program Planner

SUBJECT: Request for Additional CDBG Funds – Infrastructure/Public Facility Project

RECOMMENDATIONS

1. **APPROVE** a Substantial Amendment to the County's FY 2016/17 Community Development Block Grant (CDBG) Program Action Plan by allocating an additional \$9,700 in CDBG funds to the following project:
 - Community Housing and Development Corporation of North Richmond – Neighborhood House Multicultural Senior and Family Center.
2. **DIRECT** the Department of Conservation and Development to prepare a Board Order on the Committee's recommendations for the November 8, 2016 Board of Supervisors meeting.

BACKGROUND

On May 10, 2016, the Board of Supervisors approved the Contra Costa County Action Plan for FY 2016/17 CDBG funds. Originally, Community Housing Development Corporation of North Richmond (CHDC) was awarded \$64,200 in CDBG funds, under the IPF category, to improve the Neighborhood House Multi-Cultural Senior and Family Center (Center) in North Richmond which includes replacing the roof, replacing the HVAC unit, and repairs/upgrades to the men's and women's bathrooms. The original estimate provided in CHDC's application was too low and the project will require \$9,700 in additional funds in order for the project to be completed. CHDC is requesting, and CDBG staff is recommending, up to \$9,700 in additional CDBG funds for CHDC to complete the full scope of the intended improvements to the Center. The total amount awarded for this project would be amended to \$73,900.

The \$9,700 in CDBG funds will be distributed from CDBG program income that may be used on eligible CDBG projects/activities. Therefore, the requested \$9,700 in CDBG funds are available and may be awarded for this project.

The Committee's recommendations will be forwarded to the Board of Supervisors on November 8, 2016.

cc: John Kopchik, Director
Kara Douglas, Assistant Deputy Director