



108 E. Green St.
Ithaca, NY 14850
(607) 274-6565

ITHACA URBAN RENEWAL AGENCY (IURA) NEIGHBORHOOD INVESTMENT COMMITTEE (NIC)

AGENDA

8:30 A.M., Friday, June 12, 2020

Virtual Meeting

Committee Members and Members of the Public may participate using the link below
(all will enter through the Zoom Waiting Room)

Join URL:

<https://us02web.zoom.us/j/87288577308?pwd=WGJDUUtXQm9walhySk95STRwc28wQT09>

- I. Call to Order
- II. Changes to the Agenda
- III. Public Comment
- IV. Review of Meeting Minutes: April 2020 and May 2020
- V. New Business
 - A. HUD Entitlement CDBG-CV (COVID-specific) Funding
 1. Status of IURA-Recommended Projects
 2. Next Steps/Look Ahead
 - B. Discussion - Additional Needs/Gaps Observed
- VI. Other Business
 - A. Grant Summary
 - B. Staff Report
- VII. Motion to Adjourn



*If you have a disability and require accommodation in order to fully participate,
please contact the CITY OF ITHACA CLERK'S OFFICE at 274-6570 at least 72 business hours prior to the meetin*



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ITHACA URBAN RENEWAL AGENCY (IURA)
NEIGHBORHOOD INVESTMENT COMMITTEE (NIC)
DRAFT MINUTES

8:30 A.M., Friday, May 8, 2020
Virtual Meeting

In attendance: Karl Graham (Chair); Tracy Farrell; Teresa Halpert; Paulette Manos.
Excused: Fernando de Aragon.
Guests: Laura Lewis, Alderperson, Ward 5.
Staff: Anisa Mendizabal.

- I. **Call to Order**
The Chair called the meeting to order at 8:36 AM.
- II. **Changes to the Agenda**
Mendizabal forgot to attach April's Draft Minutes. They will be reviewed in June.
- III. **Public Comment**
None.
- IV. **Review of Meeting Minutes:** March 13, 2020, March 20, 2020, April 2020
Manos noted that the March 20 Draft Minutes were missing the attendees. Mendizabal will make the changes. Motion to approve the minutes with changes by Farrell; second by Manos. Approved 4-0.
- V. **Chair's Report - Small Business Revolving Loan (SBRL) Fund**
The Chair directed attention to the enclosed press release from Tom Knipe, Deputy Director of Economic Development, City of Ithaca. The program received 157 applications and 97 were funded. The program targeted microenterprises of fewer than 5 employees (including the owner/s). Businesses of this size had difficulty accessing other federal programs.

Mendizabal said that she had read one of the businesses, Shortstop Deli was partnering with area nonprofits to provide meals for those in need and asked if Members knew how that was going. Farrell said that news of the program was posted on the Washington Park neighborhood listserv and that many neighbors had contributed.
- VI. **HUD Entitlement Grant Program 2020**
 - A. Status of IURA-Recommended Projects
Farrell asked were Project Growing Hope was in documenting whether or not over 50% of participants are LMI. Mendizabal stated that documentation is still in progress as they are still registering gardeners and collecting data. She will reach out again.

Mendizabal reported that HETP was still planning on conducting its program in a classroom environment, if possible. HETP has found that the group training allows participants to support each other and network, which is a valuable component. Mendizabal noted that currently HETP is supporting its participants remotely, sharing the example of one participant who was placed in a front-line job just before the pandemic. HETP has been in touch with that participant by phone, giving him support and helping him with some needs that have arisen and have been hard to meet during the pandemic. HETP has stated it will try to remain nimble, and adjust if needed, so could potentially go to a different program model if social distancing measures stay in effect during the 2020/21 program year.

HETP and ReUse both expressed thanks for being recommended projects, and were understanding of the scaling that occurred. Other applicants Mendizabal has been in touch with were likewise appreciative of being recommended, even if scaled.

B. Next Steps/Look Ahead

Mendizabal reported that the 2020 HUD Entitlement Action Plan is proceeding as it normally does. Though HUD has issued waiver for the expedited public engagement process, since this funding does not arrive until Fall, we probably will not need the expedited process. The next Public Hearing will occur at the May 13 Planning and Economic Development Committee (PEDC) of Common Council.

VII. Overview: HUD Mega-waiver

Mendizabal explained that HUD has issued a large number of waivers for its various programs, explained in a wide-reaching memo. Collectively, this is being called the “Mega-waiver.” Waivers of particular import to the HUD Entitlement Program is the expedited public engagement process whereby grantees notify HUD of intention to use the expedited process two days in advance of the five-day public engagement process for CDBG-CV (among other programs) proposals. The expedited five-day public engagement process must include provisions for written comment and a live-streamed virtual hearing with provisions allowing the public to comment in real time. Notice about the expedited public process need not appear in the newspaper, but must be posted on various public platforms. So far Mendizabal has posted notice on the Human Services Listserv, the Tompkins County Mutual Aid Facebook Page (devoted to COVID news), in emails to Alderpeople, in emails to funded partners, and more. The first two of this type of hearings were held at Common Council on May 6 for the Third Amendment to the Citizen Participation Plan and the proposed CDBG-CV Emergency Rental Assistance program.

Another important waiver waives the 15% cap on Public Services funding for CDBG-CV and the 2020 Action Plan. Action Plans from 2019 may also reprogram funds toward Public Services and exceed the usual 15% cap. Substantial amendments must be filed.

The resolution for the Third Amendment (disaster-related changes) to the CP Plan was adopted on May 6. The proposal for Emergency Rental Assistance will go to PEDC on May 6.

VIII. New/Other Business

- A. CARES ACT CDBG - CV Funding to the City of Ithaca
 - 1. Amount, framework

Entitlement Communities receive (an additional) 60% of this year's regular annual award allocation in CDBG-CV. The City of Ithaca will receive approximately \$400K in CDBG-CV funding, of which \$320K will be available for projects.

2. Approaches to select activities for funding from CDBG-CV funds
HUD has not provided extensive guidance about how to allocate this funding, except to say to get it into the community "quickly and compliantly." Further guidance is expected with the award arrives. In keeping with the instruction to distribute it "quickly and compliantly," Staff recommended a process that involves parallel pathways: solicited projects and an expedited RFP process. Stakeholder input indicates that emergency rental assistance, COVID prevention and relief for people experiencing homelessness, and relief for nonprofits, especially anchor institutions, are needed. Proposals for these needs will likely be solicited, and, in fact, in the case of rental assistance already have been. Staff is developing a modified RFP which will be released hopefully next week, by which applicants with ideas and solutions for emerging needs can propose projects.
3. Priority needs/gaps to respond to the COVID-19 Pandemic
Emergency rental assistance, disease prevention and recovery for people experiencing homelessness, and assistance to nonprofits, particularly anchor institutions. Mendizabal noted that LawNY contacted her with ideas related to eviction prevention and she will be in contact with them for the RFP. Mendizabal has also joined a local funders' collaborative headed up by Park and Community Foundations on COVID Response.

Mendizabal explained Emergency Rental Assistance is a CDBG-compliant activity and cannot be used for more than three consecutive months. It is part of an "emergency grant" category, it is not the same as HOME Program Tenant-Based Rental Assistance. Tompkins County reprogrammed about \$600K in CDBG funding that was to be used by INHS for homeowner rehab; it will not be used for emergency rental assistance. In order to join with the County, and INHS, which has some additional funding streams that it will direct to rental assistance, and to create the most seamless process possible, IURA also identified INHS as the proposed sponsor of this project. In this way, anyone applying to this program within the county can go through the same agency. INHS has experience with administering a variety of federal funding streams and the capacity to do so for this type of project. INHS is currently developing the framework for its program. There was a conversation convened by HSC's Hoousing Tompkins program to explore the possibility of a coordinated entry approach (similar to what is now used by the Continuum of Care for homeless housing), in order to incorporate more wrap-around services. It remains to be seen whether this will be the approach taken. There has been some public comment that INHS does not have experience administering rental assistance. There has also been public comment indicating potential conflict of interest since INHS is both a landlord and would be administering the program. IURA Staff has reached out to HUD for further guidance. Similarly, were a relative of INHS Board, IURA Staff, etc. to apply to the program, this could represent a conflict of interest.

Halpert asked about the negotiating with landlords about the amount of rental assistance paid, which could thereby extend the reach of the pool of funds. Mendizabal acknowledged that this was idea considered, yet, because of the need to review applications, the time and staff hours involved, and more reasons, the approach that was instead landed on was provision of three full months of rent per household accepted. However, Mendizabal pointed out that if further

funding comes to the City, lessons learned in this round of rental assistance could be applied to future programming, and modifications made, if needed.

Halpert also wondered about delivery of food and needed goods to residents via school buses. This has been an effort sponsored by Ithaca City School District. Chair Graham noted that the Child Development Council was involved in the provision of diapers.

4. Identification of further priority needs
The RFP process and the funders' collaborative for COVID Response will be an important way of garnering more information.
5. Draft schedule to develop CDBG-CV Action Plan
Mendizabal has drafted a schedule which is available on the IURA Website. RFP to be released next week and applications reviewed at the next IURA meeting (May 23).

- B. Amendment #3 to the HUD Citizen Participation Plan, COVID-19
Discussed above.

IX. Motion to Adjourn

Motion by Halpert, second by Farrell. 4-0. Adjourned at 9:43 AM.

2020 HUD Entitlement Program CDBG-CV (City of Ithaca, NY)
IURA-Recommended Project Funding for
2nd Allocation of CDBG-CV Funds

(Results from IURA Review of 17 Funding Applications Received)

6/4/2020

#	Project	Sponsor	Recommended CDBG-CV Funding	Brief Project Summary
1	Laundry & Internet Needs During COVID-19	Opportunities, Alternatives, & Resources (OAR) of Tompkins County	\$ 11,000	(1) Funding towards laundry and detergent for "Soap & Suds Laundry Program for the Homeless and Housing Insecure" during COVID-19 pandemic. (2) Funding towards internet for 40 students in "College Initiative Upstate Student" remote-learning program during during COVID-19 pandemic.
2	Ithaca CARES About Re-Opening Child Care	Child Development Council of Central NY, Inc.	\$ 10,000	Funding for childcare programs in the City of Ithaca that are re-opening after 5/15/20 towards supplies related to operational changes to ensure health and safety of children in their care.
3	Aid for Immigrants During COVID-19	Catholic Charities of Tompkins/Tioga Counties	\$ 10,879	Funding towards salary/benefits to extend current Immigrant Services Program (ISP) program assistant position serving immigrant and refugee families/individuals of all ages, including the disabled, who need help accessing services to in response to adverse economic impacts of COVID-19.
6	DICC Child Care Center Re-Opening Assistance	Downtown Ithaca Children's Center (DICC)	\$ 25,600	Funding for staff wages/salaries to ensure ability to re-open.
8	COVID-19 Emergency Assistance Program	The Salvation Army of Ithaca	\$ 20,000	Funding for financial assistance (e.g., rent/mortgage assistance; medical prescriptions/outstanding medical bills; transportation expenses; energy/utility payments) to households in need.
11	COVID-19 Testing for Vulnerable Populations	The REACH Project, Inc.	\$ 20,000	Funding for Registered Nurse and Community Health Worker, over 6 months, to provide regular, rapid, and timely COVID-19 testing for LMI people, people experiencing homelessness, and their front-line service providers.
13	Security Deposits for Safer Housing	Catholic Charities of Tompkins/Tioga Counties	\$ 25,000	Funding towards security deposits for individuals/families, people currently homeless, and others who are losing current housing due to adverse economic impacts from COVID-19. Priority to households accessing Housing Choice Vouchers.
TOTALS:			\$ 122,479	

Maximum Funding Available	
CDBG-CV:	\$131,299
Unallocated 2018 CDBG:	<u>\$29,753</u>
Total:	\$161,052

\$38,573 Remaining funds available to address emerging COVID-19 needs

IURA Grants Summary
April 2020

#	ON SCHEDULE	HUD ENTITLEMENT ACTIVITIES	SPONSOR	BUDGET	PROGRAM INCOME	TRANSFERS IN	TRANSFERS OUT	TOTAL BUDGET	EXPENDED	Entitlement Funds UNEXPENDED	PI UNEXPENDED	TOTAL UNEXPENDED	% SPENT
2017 HOME Activities													
2767	canceled	3.0 402 South Cayuga Street ¹⁷	Habitat for Humanity	80,000.00	0.00	0.00	80,000.00	0.00	0.00	0.00	0.00	0.00	100%
2768	complete	4.0 Housing Scholarship Program ¹¹	The Learning Web	63,980.10	0.00	1,611.90	0.00	65,592.00	65,592.00	0.00	0.00	0.00	100%
2769	complete	5.0 Security Deposit Assistance	Catholic Charities	42,750.00	19,950.70	0.00	0.00	62,700.70	62,700.70	0.00	0.00	0.00	100%
2770	complete	21.0 828 Hector Street (CHDO) ²³	INHS	41,378.00	4,309.08	0.00	4,309.08	41,378.00	41,378.00	0.00	0.00	0.00	100%
2771	complete	20.0 HOME Admin	IURA	27,565.10	0.00	0.00	0.00	27,565.10	27,565.10	0.00	0.00	0.00	100%
2807	complete	Unallocated 2017 HOME ^{12, 17, 23, 24}	N/A	19,977.80	0.00	84,309.08	104,286.88	0.00	0.00	0.00	0.00	0.00	N/A
	complete	Home Admin (PI) ²²	N/A	0.00	2,448.76	0.00	0.00	2,448.76	2,448.76	0.00	0.00	0.00	100%
2810	ok	Recaptured Funds (HP) ¹⁵	N/A	0.00	0.00	5,000.00	1,191.86	3,808.14	0.00	3,808.14	0.00	3,808.14	N/A
2809	ok	Unanticipated Program Income (PI) ⁸	N/A	0.00	0.00	21,545.00	0.00	21,545.00	0.00	21,545.00	0.00	21,545.00	N/A
Total				275,651.00	26,708.54	112,465.98	189,787.82	225,037.70	199,684.56	25,353.14	0.00	25,353.14	89%

2018 CDBG Activities													
6002	ok	1.0 Neighbor to Neighbor Home Rehab	Love Knows No Bounds	40,000.00	0.00	0.00	0.00	40,000.00	10,247.00	29,753.00	0.00	29,753.00	26%
6003	complete	2.0 Chartwell House	Tompkins Community Action	75,000.00	125,000.00	0.00	125,000.00	75,000.00	75,000.00	0.00	0.00	0.00	100%
6004	complete	8.0 Ramp Loan Program	FLIC	22,740.00	2,260.00	0.00	0.00	25,000.00	25,000.00	0.00	0.00	0.00	100%
6005	complete	9.0 Mini Repair	INHS	32,500.00	0.00	0.00	0.00	32,500.00	32,500.00	0.00	0.00	0.00	100%
6006	complete	11.0 Hospitality Employment Training Program	GIAC	110,000.00	0.00	0.00	0.00	110,000.00	110,000.00	0.00	0.00	0.00	100%
6007	ok	13.0 Volunteer Worker & Job Skill Training	Finger Lakes ReUse, Inc.	40,300.00	31,500.00	0.00	0.00	71,800.00	56,508.78	15,291.22	0.00	15,291.22	79%
6008	ok	14.0 Work Preserve Job Training	Historic Ithaca	66,760.00	740.00	0.00	2,607.89	67,500.00	67,396.15	103.85	0.00	103.85	99%
6009	ok	16.0 Targeted Urban Bus Stop Upgrades	TCAT	13,500.00	0.00	0.00	0.00	13,500.00	6,794.50	6,705.50	0.00	6,705.50	50%
6010	complete	19.0 Immigrant Services	Catholic Charities	30,000.00	0.00	0.00	0.00	30,000.00	30,000.00	0.00	0.00	0.00	100%
6011	ok	20.0 Work Preserve Job Readiness	Historic Ithaca	20,000.00	0.00	0.00	0.00	20,000.00	19,970.74	29.26	0.00	29.26	99.85%
6012	complete	21.0 2-1-1 Info and Referral	Human Services Coalition	20,000.00	0.00	0.00	0.00	20,000.00	20,000.00	0.00	0.00	0.00	100%
6013	complete	22.0 Housing For School Success Year #3	Ithaca City School District (ICSD)	27,005.00	0.00	0.00	0.00	27,005.00	27,005.00	0.00	0.00	0.00	100%
6014	complete	23.0 CDBG Admin	IURA	137,214.00	0.00	0.00	0.00	137,214.00	137,214.00	0.00	0.00	0.00	100%
6015	complete	25.0 Economic Development Loan Fund	IURA	26,052.00	0.00	125,000.00	0.00	151,052.00	151,052.00	0.00	0.00	0.00	100%
6016	complete	17.0 Final Phase: Heating & Roofing ²⁵	DICC	0.00	0.00	29,300.00	0.00	29,300.00	29,300.00	0.00	0.00	0.00	100%
6017	NO	18.0 Domestic Violence Center Renovation ²⁵	Advocacy Center	0.00	500.00	9,460.72	0.00	9,960.72	0.00	9,460.72	500.00	9,960.72	0%
	ok	Unallocated 2018 CDBG	N/A	25,000.00	0.00	2,607.89	25,000.00	2,607.89	0.00	2,607.89	0.00	2,607.89	N/A
Total				686,071.00	160,000.00	166,368.61	152,607.89	862,439.61	797,988.17	63,951.44	500.00	64,451.44	93%

2018 HOME Activities													
8002	ok	3.0 402 South Cayuga Street	INHS	150,000.00	0.00	0.00	0.00	150,000.00	0.00	150,000.00	0.00	150,000.00	0%
8003	ok	4.0 Housing Scholarship Program ²	The Learning Web	65,592.00	5,724.85	0.00	5,724.85	65,592.00	38,078.43	27,513.57	0.00	27,513.57	58%
8004	complete	5.0 Security Deposit Assistance ^{24,2}	Catholic Charities	18,250.00	6,255.00	29,995.00	6,250.00	48,250.00	48,250.00	0.00	0.00	0.00	100%
8004a	complete	6.0 Security Deposit Inspections ²⁴	TCA	1,058.00	0.00	1,442.00	0.00	2,500.00	2,500.00	0.00	0.00	0.00	100%
8005	ok	7.0 INHS Scattered Site 2 (CHDO) ²⁴	IURA	0.00	0.00	100,000.00	0.00	100,000.00	90,000.00	10,000.00	0.00	10,000.00	90%
8006	complete	10.0 Additional Reserve (CHDO) 24, 26	TBD	97,022.70	0.00	2,351.78	99,374.48	0.00	0.00	0.00	0.00	0.00	N/A
8007	complete	Home Admin	IURA	36,880.30	0.00	0.00	0.00	36,880.30	36,880.30	0.00	0.00	0.00	100%
	ok	2018 HOME Unallocated ²	N/A	0.00	0.00	12,729.74	0.00	12,729.74	0.00	12,729.74	0.00	12,729.74	N/A
Total				368,803.00	11,979.85	146,518.52	111,349.33	415,952.04	215,708.73	200,243.31	0.00	200,243.31	52%

2019 CDBG Activities													
6022	ok	1.0 Homeowner Rehab	INHS	67,594.32	0.00	0.00	0.00	67,594.32	0.00	67,594.32	0.00	67,594.32	0%
6023	ok	2.0 Small Repair Program	INHS	21,110.00	0.00	11,390.00	0.00	32,500.00	9,917.72	22,582.28	0.00	22,582.28	31%
6024	ok	6.0 Finger Lakes ReUse Job Skills Training	Finger Lakes ReUse, Inc.	95,529.00	0.00	0.00	0.00	95,529.00	0.00	95,529.00	0.00	95,529.00	0%
6025	ok	7.0 Work Preserve Job Training	Historic Ithaca	67,500.00	0.00	0.00	0.00	67,500.00	0.00	67,500.00	0.00	67,500.00	0%
6026	ok	8.0 Hospitality Employment Training Program	GIAC	110,725.28	0.00	0.00	0.00	110,725.28	0.00	110,725.28	0.00	110,725.28	0%
6027	complete	9.0 Ithaca ReUse Center Acquisition	Finger Lakes ReUse, Inc.	100,000.00	0.00	0.00	0.00	100,000.00	100,000.00	0.00	0.00	0.00	100%
6028	complete	10.0 Economic Development Loan Fund	IURA	0.00	107,000.00	396.99	0.00	107,396.99	107,396.99	0.00	0.00	0.00	100%
6029	ok	11.0 Black Girl Alchemists Public Art Mosaic	CAP	7,500.00	0.00	0.00	0.00	7,500.00	0.00	7,500.00	0.00	7,500.00	0%
6030	ok	12.0 Housing For School Success	Beverly J. Martin Elem	15,700.00	0.00	0.00	0.00	15,700.00	0.00	15,700.00	0.00	15,700.00	0%
6031	complete	13.0 2-1-1	Human Services Coalition	0.00	0.00	15,000.00	0.00	15,000.00	15,000.00	0.00	0.00	0.00	100%
6032	ok	14.0 Work Preserve: Job Readiness	Historic Ithaca	20,000.00	0.00	0.00	0.00	20,000.00	0.00	20,000.00	0.00	20,000.00	0%
6033	ok	15.0 A Place To Stay	Catholic Charities	20,000.00	0.00	0.00	0.00	20,000.00	0.00	20,000.00	0.00	20,000.00	0%
6034	ok	16.0 Immigrant Services	Catholic Charities	25,059.00	0.00	0.00	0.00	25,059.00	10,441.25	14,617.75	0.00	14,617.75	42%
6035	ok	17.0 CDBG Admin	IURA	137,679.40	0.00	0.00	0.00	137,679.40	54,464.16	83,215.24	0.00	83,215.24	40%
Total				688,397.00	107,000.00	26,786.99	0.00	822,183.99	297,220.12	524,963.87	0.00	524,963.87	36%

2019 HOME Activities													
8011	ok	1.0 Homeowner Rehab	INHS	42,151.58	0.00	0.00	0.00	42,151.58	0.00	42,151.58	0.00	42,151.58	0%
8012	ok	3.0 Immaculate Conception School Redev	INHS	98,668.22	0.00	101,231.78	0.00	199,900.00	0.00	199,900.00	0.00	199,900.00	0%
8013	ok	4.0 Housing Scholarship Program	The Learning Web	70,560.00	0.00	0.00	0.00	70,560.00	0.00	70,560.00	0.00	70,560.00	0%
8014	ok	5.0 Security Deposit Assistance-Vulnerable Households	Catholic Charities	63,995.00	0.00	5.00	0.00	64,000.00	19,390.30	44,609.70	0.00	44,609.70	30%
8015	ok	18.0 HOME Admin	IURA	30,597.20	0.00	0.00	0.00	30,597.20	19,120.91	11,476.29	0.00	11,476.29	62%
Total				305,972.00	0.00	101,236.78	0.00	407,208.78	38,511.21	368,697.57	0.00	368,697.57	9%

Total Unexpended Funds													
												588,915.31	
Unexpended CDBG Entitlement Funds													500.00
Unexpended CDBG Program Income Committed to Action Plan Activities													161,285.22
CDBG Revolving Loan Fund Balance (#02 Bank Balance excluding interest)													594,294.02
Unexpended HOME Entitlement Funds													0.00
Unexpended HOME Program Income													0.00
HOME Program Income Unassigned													0.00
Total Unexpended HUD Funds													1,344,494.55

1.5 CDBG Spend Down Ratio Analysis (must be less than 1.5 by June 1st of each year):

CDBG Spend Down Ratio = total unexpended CDBG funds/most recent annual CDBG award	
Most Recent Annual CDBG Award:	688,397
1.5 x Most Recent CDBG Award:	1,032,596
Current Unexpended CDBG Funds:	750,200.53
Current CDBG Spend Down Ratio:	1.09
Compliance With 1.5 CDBG Spend Down Ratio:	Yes
Amount Required to be Expended by 6/1 to Meet CDBG Spend Down Ratio:	-282,395

