

## **ATTACHMENT B: BELLEVUE HUMAN SERVICE COMMISSION: 2016 CDBG ALLOCATION CONTINGENCY PLAN**

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This plan guides funding levels for 2016 Community Development Block Grant (CDBG) programs if the actual amount of the entitlement award and other funds available for CDBG expenditure from the US Department of Housing and Urban Development (HUD) is greater or less than the estimated \$775,000. It also provides for the City to establish contracts for programs approved for funding through the City's available CDBG fund balance as early as January 1, 2016, even absent the 2016 grant agreement from HUD, provided procedures are consistent with CDBG regulations.

### **GREATER AMOUNT THROUGH ENTITLEMENT AND OTHER FUNDS AVAILABLE FOR CDBG EXPENDITURE**

If the actual amount of the entitlement award from HUD in 2016 plus other funds available for CDBG expenditure is greater than the estimated amount of \$775,000, additional funds will be allocated as follows:

Step 1. Award an amount to the Major Home Repair program if the program can demonstrate need and capacity to expend both awarded and any additional funds during 2016.

- This determination may occur at any time upon conferring with Major Home Repair staff, even after the execution of a contract for 2016 funds.

Step 2. Should additional funds remain after Step 1, award an amount to Boys and Girls Club (BGCB) if BGCB can demonstrate that the project can expend both awarded and any additional funds during 2016.

- This determination may occur at any time upon conferring with BGCB staff.

Step 3. Should additional funds remain after Step 2, award an amount to ARCH program if ARCH can demonstrate need and capacity to expend previously awarded and any additional funds during 2016.

- This determination may occur at any time upon conferring with ARCH staff.

### **LESSER AMOUNT THROUGH ENTITLEMENT AND OTHER FUNDS AVAILABLE FOR CDBG EXPENDITURE**

If the actual amount of the entitlement and other funds available for CDBG expenditure in 2016 is less than the estimated amount of \$775,000, the difference will be deducted in the manner listed below.

Step 1. Comply with federal statutory spending caps.

- A. If the actual amount causes the preliminary recommended awards for the Public Service activities to exceed the federal statutory spending cap on such activities, awards for these programs will be reduced by an equal percentage to a level that is within compliance with the cap; and
- B. If the actual amount causes the preliminary recommended awards for the Administration and Planning activities to exceed the federal statutory spending cap on such activities, awards for these programs will be reduced by an equal percentage to a level that is within compliance with the cap; then,

Step 2. Reduce the Boys and Girls Club award to no less than \$100,000.

Step 3. Reduce Major Home Repair, BGCB, and ICHS by an equal percentage.

### **EXPENDITURE OF CDBG RESERVES**

While the City awaits official HUD CDBG notification for 2016, the City may proceed to establish contracts with unrestricted reserves available in the City's CDBG fund. Contract routing should proceed on these projects, until such a time as the CDBG reserve levels are depleted or the City regards the balance as in jeopardy of instability:

1. Jewish Family Service
2. Senior Services
3. Boys & Girls Clubs of Bellevue
4. International Community Health Service
5. Major Home Repair Program
  - a. In order to comply with HUD timeliness requirements, the City may amend the value of the Major Home Repair program contract as needed and as allowed by City contract and amendment approval policies.