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March 9, 2016

Memorandum

To: Housing and Community Development Commission
From: Community Development Planning Staff
Re: Project Delivery Expenses

The Housing and Community Development Commission (HCDC) has previously determined that grant funds can be used to cover required County costs for environmental reviews and inspections (“project delivery”). This determination was implemented for 2015 and 2016 grant-funded activities, but a large backlog of housing and public infrastructure projects require allocation of previously unspent funds and/or program income to cover project delivery costs. These project delivery costs are budgeted at \$2k per project or house.

Staff seeks permission to increase the budgets of the following list of open grant-funded activities to cover the costs of environmental reviews and inspections. Such budget increases are not material, so don’t require a substantial amendment of the corresponding action plans.

HOME Grants

Grant year	Sub-grantee (Grant number)	Delivery costs
2013	CPAH (H1353)	\$520
2013	Habitat for Humanity (H1352)	\$4,000
2014	LCRDC, Riverside Greentree (H1461)	\$2,000
2014	Habitat for Humanity (H1457)	\$4,000
2014	AHC, Owner Occupied Rehab (H1451)	\$4,000

CDBG Grants

Grant year	Sub-grantee	Delivery costs
2014	AHC, North Chicago OORP (NC1460)	\$1,290
2014	Round Lake Heights (C1415)	\$1,170
2014	Island Lake (C1409)	\$2,000
2014	Lakemoor (C1410)	\$2,000
2014	Grant Township (C1406)	\$2,000
2014	Round Lake Beach (C1414R)	\$2,000
2014	Mundelein (C1411)	\$2,000
2015 ¹	AHC, OORP (C1501)	\$6,000

Desired Action

Staff seeks permission to increase the budgets of the following list of open grant-funded activities to cover the costs of environmental reviews and inspections.

¹ Project Delivery costs not previously reserved for OORP.