



**Diane Nichols Tradd**  
*Assistant City Manager/DPD Director*

**MEMORANDUM**

TO: Eileen M. Donoghue, City Manager *EMD*

FROM: Diane Tradd, Assistant City Manager/DPD Director

SUBJECT: COUNCIL MOTION OF 5/22/18 BY COUNCILOR NUON  
 REQUEST CITY OF LOWELL TO CONTINUE ITS SUPPORT OF NONPROFITS THAT PROVIDE SERVICES TO OUR RESIDENTS IN NEED AND REQUESTS THE CITY MANAGER TO PROVIDE PERIODIC REPORTS ON PROGRESS AND ADVISE HOW TO STRENGTHEN RESULTS

The use of federal funds granted to the City of Lowell by HUD is outlined once a year in the Annual Action Plan. The Annual Action Plan encompasses an application process whereby organizations, such as City departments, nonprofit social service agencies, and private for-profit businesses have the opportunity to submit proposals to fund projects that will eventually define Lowell’s Action Plan. The process of distributing these federal funds typically begins in early winter with the advertisement of the planning process, availability of funds, and the Request for Proposal (RFP). Organizations have the opportunity to submit proposals to fund projects that meet the criteria established by HUD and the City.

To ensure that subrecipients are following HUD guidelines the City of Lowell’s Department of Planning and Development (DPD) is committed to the successful coordination and oversight of Community Development Block Grant (CDBG), Home Investment Partnerships Program (HOME), Emergency Solutions Grant (ESG) and Housing Opportunities for Persons with AIDS (HOPWA) programs. Monitoring is an important and required component of this process, as it determines if a subrecipient is carrying out an approved activity. Conducting subrecipient monitoring ensures compliance with federal regulations. Additionally, project monitoring is intended to review subrecipient program management internal controls and track the subrecipient’s overall project progress. Lastly, monitoring offers the opportunity for the City to offer technical assistance on any program areas that may require improvement or clarification.

Grant funding has been highly competitive as funding cuts have intensified the competition for federal funds to organizations. As a result, some excellent projects could not be funded at the levels they might otherwise merit. Each year the Citizen Advisory Committee and the Administration work hard to be as generous as possible, while ensuring that the goals and objectives of the Consolidated Plan are met prior to the City Council voting on the Annual Action Plan. Below is a table summarizing the number of projects funded each year by federal funds in Lowell and Middlesex County.

Fiscal Year	CDBG NON-PUBLIC SERVICE	CDBG PUBLIC SERVICE	HOME	ESG	HOPWA / MIDDLESEX COUNTY
2014-15	21 programs	35 programs		6 programs	9 programs
2015-16	22 projects	38 programs	4 programs including the First time home buyer and housing rehab programs. Rolling application process	6 programs	10 programs
2016-17	21 projects	35 programs		6 programs	10 programs
2017-18	16 projects	33 programs		7 programs	10 programs
*2018-19	*20 projects	*38 programs		*10 programs	*10 programs

**Recent Projects, Partner Organizations and Grant Recipients**

**Youth Organizations**

Angkor Dance Troup, Inc.  
 CTI Big Brother/Big Sister Mentoring  
 Middlesex Community College  
 Greater Lowell Workforce Investment Board  
 Girls, Inc.  
 Greater Lowell Family YMCA  
 Whistler House Museum of Art  
 West End Gym, Inc.  
 YWCA of Lowell  
 Lowell Community Health Center

**Economic Development/Job Training**

Acre Family Day Care Center  
 City of Lowell Economic Development Office  
 CTI/Merrimack Valley Business Assistance Center

**Homelessness Assistance/Prevention**

Alternative House, Inc.  
 Lowell Housing Authority  
 International Institute of Lowell  
 House of Hope, Inc.  
 Lowell Transitional Living Center, Inc.  
 Lowell Wish Project  
 Megan House Foundation, Inc.

**AIDS Housing and Support Services**

AIDS Action Committee  
 Institute for Health and Recovery  
 Justice Resource Institute  
 Lowell House  
 South Middlesex Opportunity Council  
 Lowell Housing Authority  
 Victory Programs, Inc.

**Housing Programs**

City of Lowell DPD Housing Programs  
 Lowell Housing Authority  
 Habitat for Humanity  
 Merrimack Valley Housing Partnership

**Food Pantries**

Third Sector New Entry's World PEAS Food HUB  
 Merrimack Valley Catholic Charities  
 Merrimack Valley Food Bank, Inc.  
 Open Pantry of Greater Lowell, Inc.  
 St. Paul's Soup Kitchen

**Immigrant Assistance/Cultural Programs**

Asian Task Force Against Domestic Violence  
 Cambodian Mutual Assistance Association  
 International Institute of Lowell

**Services to Elderly and Special Needs Populations**

City of Lowell Council on Aging  
 Community Family, Inc.  
 RARA  
 Mental Health Association of Greater Lowell

**Neighborhood Infrastructure/Facilities**

City of Lowell Parks Department  
 Lowell Parks and Conservation Trust  
 Mill City Grows

Fiscal year 2018-19 marks the first increase in CDBG funds awarded since FY 2013-2014. The table below summarizes entitlement funding the City has received since FY 2014-2015.

**HUD AWARDS FY 2014-15 through FY 2018-19**

*	CDBG	HOME	ESG	HOPWA
<b>Fiscal Year</b>				
2014-15	\$1,972,075	\$598,592	\$163,710	\$1,087,827
2015-16	\$1,937,144	\$519,813	\$175,748	\$1,087,827
2016-17	\$1,893,676	\$554,380	\$174,382	\$1,097,082
2017-18	\$1,830,762	\$545,762	\$170,483	\$1,250,538
2018-19*	\$2,063,192	\$804,500	\$164,810	\$1,416,588

\*(Tentative) FY 2018-19 Pending final approval from HUD

In continuance with HUD guidelines DPD will continue work with subrecipients ensuring goals are met and that regulations and requirements are being followed each year a Consolidated Annual Performance and Evaluation Report (CAPER) is submitted to HUD. This annual report provides an assessment of how successful subrecipients are at meeting their goals as identified in the Annual Action Plan and the FY 16-20 Five Year Consolidated Plan.

DT/ns  
 6/20/18

cc: Christopher Samaras, Community Development Director