

Public Service Agency Overview



Community Enhancement Grants & CDBG Grant Process

March 12, 2015

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Public Service Agencies



- What is a Public Service Agency (PSA)?
 - An outside non-profit agency or organization that helps the City leverage service delivery and funding levels
 - Transportation
 - Social Services
 - Economic Development
 - Leisure Services
 - Tourism / Cultural Services

Public Service Agencies



- Sources of Funding

- City of Temple General Fund - Annual notice of funding availability made via local media and the City website
- Hotel/Motel Fund (restricted) - only for qualified tourism/cultural services; the City determines which applications from PSA's qualify for this funding
- Community Development Block Grant Fund (special requirements) - only for qualified public services and qualified agencies; vetted by the Community Development Department and approved by City Council as part of the CDBG Annual Action Plan process. Annual notice of funding availability made via local media and the City website

Public Service Agencies



- Timeline

- March 6, 2015 Applications available
- March 12, 2015 Grant Application Workshop
- April 10, 2015 Application Deadline (5PM)
- May 1, 2015 Deadline for Submitting Presentation Materials
- May 21, 2015 CEG Applicant Presentations to City Council
- June 26, 2015 Preliminary Notice of Recommended Funding
- October 1, 2015 Contracts Begin
- September 30, 2016 Contracts End

Public Service Agencies



- Community Enhancement Grant Application Process
 - Open application, to qualified agencies
 - PSAs requesting over \$25,000 are required to make a presentation to City Council & City Manager
 - Agencies requesting \$24,999 and below have the option to make a presentation
 - CM makes recommendations within the Preliminary Budget, during the Budget process
 - CM looks at a variety of factors:
 - Funding levels requested; funding levels available; services being provided and strategic value
 - Council has the opportunity to revise/modify awards, after receipt of Preliminary Budget

Public Service Agencies



- Community Enhancement Grant Application Process
 - Information requested includes:
 - Purpose of the program
 - Benefits provided by the program
 - Consequences, if service is not provided
 - Impact, if services is funded at a reduced level
 - Performance measures

Public Service Agencies



- Community Enhancement Grant Application Criteria
 - Align with the City's Strategic Plan
 - Budget development values
 - Maintain fiscal soundness
 - Maintain core services
 - Focus on people
 - Strategic, financial & tactical plans
 - Public Benefit
 - No Substitution
 - Non-Discriminatory
 - Local Benefit

Public Service Agencies



- Application Deadline
 - *Friday, April 10, 2015*; submitted online
- Applications must include:
 - The completed Funding Request Packet
 - A copy of your agency's current budget
 - A copy of your agency's most recent audit report or current financial report if audit is unavailable

Public Service Agencies



- Presentation Guidelines
 - Agencies requesting \$25,000 or greater will be required to make a brief presentation to Council
 - Agencies requesting less than \$25,000 have the option to present to Council - be sure to indicate that in the appropriate spot in the application

Public Service Agencies



- Presentation Guidelines
 - Check Application Packet for deadline to submit presentation materials
 - Brief 5-minute presentation
 - The presentation should include:
 - Overview of your agency, program and services
 - Purpose of the program
 - Benefits of funding
 - Consequences of not funding
 - Objectives and measures of performance for your program

Public Service Agencies



- Presentation Guidelines
 - PowerPoint® presentations must be submitted in a Microsoft Office Suite® format
 - Presentations should include only fonts available in the Microsoft Office Suite® core font package
 - Materials are preferred in a digital format - via email, CD or USB drive
 - For presentation information not available in digital format, please contact Community Development Staff for assistance

Public Service Agencies



- CDBG Application Process
 - U.S. Department of Housing and Urban Development (HUD) notifies City of Annual Allocation
 - Applications are reviewed by City Staff
 - City Staff makes recommendations to City Council for funding PSA's with up to 14% of Annual Allocation from HUD

Public Service Agencies



- CDBG Fund application Criteria

- CDBG funds may be used to provide public services, the public service must meet one or more of the HUD National Objectives of the CDBG Program:
 - Benefitting low and moderate income persons, and
 - Alleviate barriers to successful employment (e.g. access to childcare, education, etc.)
 - Self sufficiency (e.g. meals on wheels)
 - Alleviate barriers to employment/education for youth

Once the above criteria are met, a PSA must then meet the CDBG eligibility requirements and certify that it can address the service to be provided in relation to identified needs. More information is made available annually during the application process.

Public Service Agencies



- www.templetx.gov/grants

Questions?



For more information, please contact:

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