

**OFFICE OF THE CITY MANAGER  
DES MOINES, IOWA**

**CITY COUNCIL COMMUNICATION 96-204  
MAY 20, 1996 AGENDA**

SUBJECT:	TYPE:	SUBMITTED BY:
1997 CONSOLIDATED PLAN— PROPOSED PROCEDURES	◆ RESOLUTION ORDINANCE RECEIVE/FILE	RICHARD J. WRIGHT COMMUNITY SERVICES DEPARTMENT

**SYNOPSIS —**

A planning schedule and procedures for the development of the 1997 Consolidated Plan has been prepared.

**FISCAL IMPACT —**

N/A

**RECOMMENDATION —**

Approval.

**BACKGROUND —**

The City is required to submit a Consolidated Plan to the U.S. Department of Housing and Urban Development in order to receive certain 1997 federal funding. The Consolidated Plan combines the planning and submission process for the Community Development Block Grant, HOME, Emergency Shelter Grant, and Housing Opportunities for People with AIDS programs. The purpose is to eliminate duplication in planning and promote a coordinated strategy, including private and nonprivate organizations and public institutions.

The citizen participation requirements of the Consolidated Plan emphasize the involvement of low-, very low-, and extremely low-income residents, where housing and community development funds may be spent. There are also requirements for two public hearings and a 30-day period for citizen comment.

The Des Moines Action Board and Neighborhood Advisory Board have reviewed the proposed schedule. The DMAB recommended approval at their May 14 meeting, and the NAB recommended approval on May 1, 1996.

After City Council action on the schedule and procedures, a notice will be sent to various agencies and organizations, notifying them of a series of City-wide needs meetings on June 10. The discussion will be limited to needs and would not include programs or solutions at this stage. It should be noted that the Consolidated Plan regulations require the input of both residents and public/private agencies and emphasizes a community-wide approach to identifying problems and solutions.

Staff would summarize the list of needs and distribute copies to the DMAB and NAB between June 11-19. The Joint Steering Committee, made up of members of both boards, would review the needs and designate priorities to be adopted by the NAB and DMAB either jointly or separately. The City Council would then act on the recommendations of the boards and adopt a final list of priorities at their July 15, 1996 meeting. The Consolidated Plan format requires that needs and strategies be identified and that funding decisions be based on those priorities. In other words, the City could not fund a project that did not address an identified need and was not part of an overall strategy to meet the need. It is also important to note that the Consolidated Plan includes a

three-year strategy and a one-year action plan. For 1997, only the one-year action plan will need to be reviewed and updated.

When the priorities are adopted, Requests for Proposals (RFPs) will be issued to potential operating agencies/City departments asking them to submit project proposals addressing one or more of the priorities. After the proposals are submitted, a joint staff and citizen committee will review the proposals to determine if they meet eligibility criteria and address one or more of the identified priorities. Subsequently, from August 17 to September 10, DMAB/NAB committees would meet to review proposals and develop funding recommendations in the four categorical areas. Also during this review period, the CSTFs will meet to prepare their Special Projects allocation recommendations.

The final recommendations would be presented to the City Council on October 2. There would be a 30-day review period and a public hearing on November 4, 1996. The Consolidated Plan would be made available to the general public at libraries, neighborhood site offices, and City Hall.

The Consolidated Plan is to be submitted to HUD no later than November 15, 1996 for review and approval, with implementation beginning January 1, 1997.