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City Manager**

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Staff Report

ITEM NO. 6

To: Lemoore City Council
From: Jeff Laws, Acting City Manager 
Date: August 30, 2013
Subject: Contract with Kings Community Development Corporation
for Community Development Block Grant Application Preparation

Discussion:

Annually the City of Lemoore is eligible to apply for Community Development Block Grant (CDBG) funds from the State Department of Housing and Community Development. The next round of funding is expected in early 2014. During that round, the City would like to submit a grant application for the Senior Center building. A grant application was submitted last round; however, we were ineligible as we did not meet the threshold requirements. Staff believes this is an exceptional project and would like to submit the project again once funds become available.

Kings Community Development Corporation (KCDC) would like the opportunity to prepare the grant application for the City. They propose to do this for no fee other than reimbursement of expenses directly related to application preparation, such as photocopying and travel expenses. However, the City would agree that if awarded grant funds, it will enter into a subrecipient agreement with KCDC to administer the grant. The fees to administer the grant will be specified in the subrecipient agreement.

Budget Impact:

The General Fund will be impacted by the actual amount of expenses to prepare the application. The amount is unknown at this time, but expected to be minimal.

Recommendation:

That the Council, by motion, authorize the Acting City Manager to enter into a contract with Kings Community Development Corporation to prepare a CDBG application for the 2014 General Allocation Round.