



**Lakewood Department of Planning & Development
CDBG & ESG Program Administration
FY19 Funding Request**

Department/Division	Department of Planning & Development
Organization Type	Municipal Government
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FY19 CDBG Funding Request	\$285,000
FY19 ESG Funding Request	\$5,000

Project Summary

- CDBG & ESG Program Administration funds cover eligible staff and operating costs incurred by the Department of Planning & Development associated with the general management, oversight, coordination, and evaluation of these programs.
- Eligible program administration expenses and activities include, but are not limited to, salaries, wages, and related staff costs; indirect costs; preparing program budgets and schedules and amendments to these documents; developing and maintaining systems for assuring compliance with program requirements; monitoring program activities for progress and compliance; preparing plans, applications, reports and other required documents for submission to HUD; and evaluating program results against stated objectives.
- Costs associated with statutorily required Fair Housing and Landlord-Tenant Services activities are also covered with CDBG program administration funds.
- CDBG Program Administration funding is capped at 20% or \$380,000 of the city's estimated \$1,900,000 FY 19 award. However, the City is requesting \$285,000 (15%) for program administration resulting in additional FY19 funding for programs and services.
- ESG Program Administration funding is capped at 7.5% or \$11,250 of the city's estimated \$150,000 FY19 award. To maximize funds available for the direct service provision, the city is requesting \$5,000 (3.3%), well below the statutory cap.