

**Date:** March 31, 2025

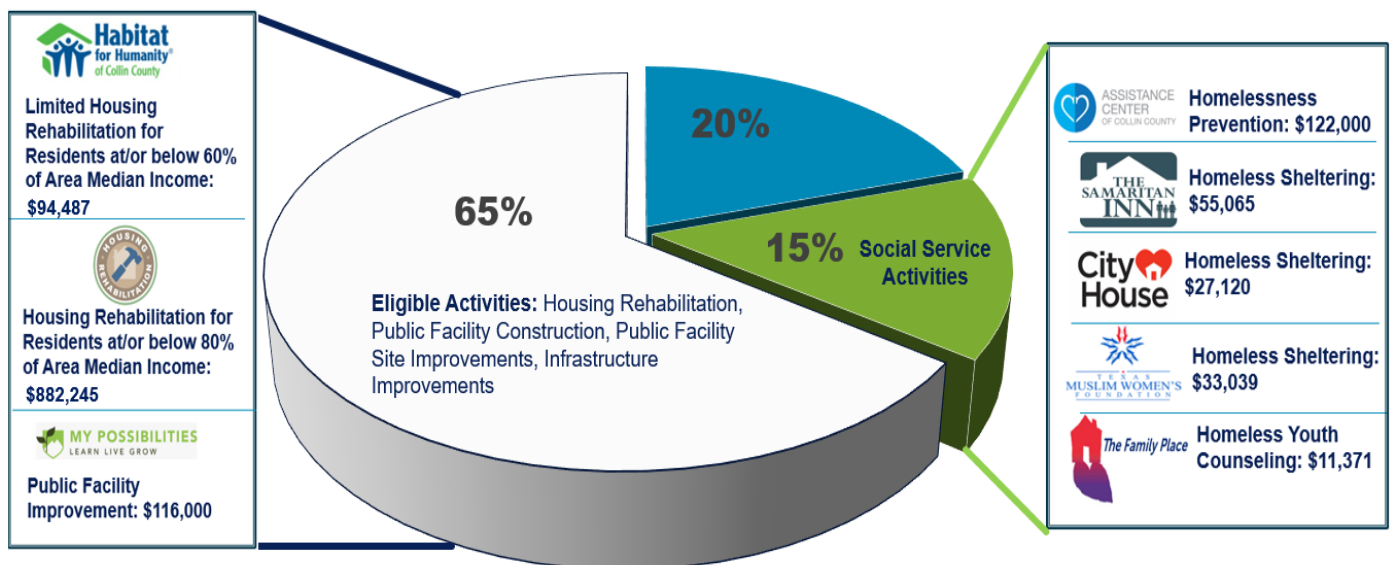
**To:** Mark Israelson, City Manager  
Sam Greif, Deputy City Manager

**From:** Curtis Howard, Director of Neighborhood Services

**Subject:** 2025-29 Consolidated Plan of Housing and Community Development Supplemental Information on Eligible Activities

City Council provided feedback to staff on the draft 2025-29 Consolidated Plan of Housing and Community Development Needs and associated goals at their March 4, 20205, preliminary open meeting. The following is an explanation of organizations currently funded with U.S. Department of Housing and Urban Development (HUD) funding sorted by eligible HUD activity category.

## CDBG Categories By Regulatory Maximum Percentage Requirements



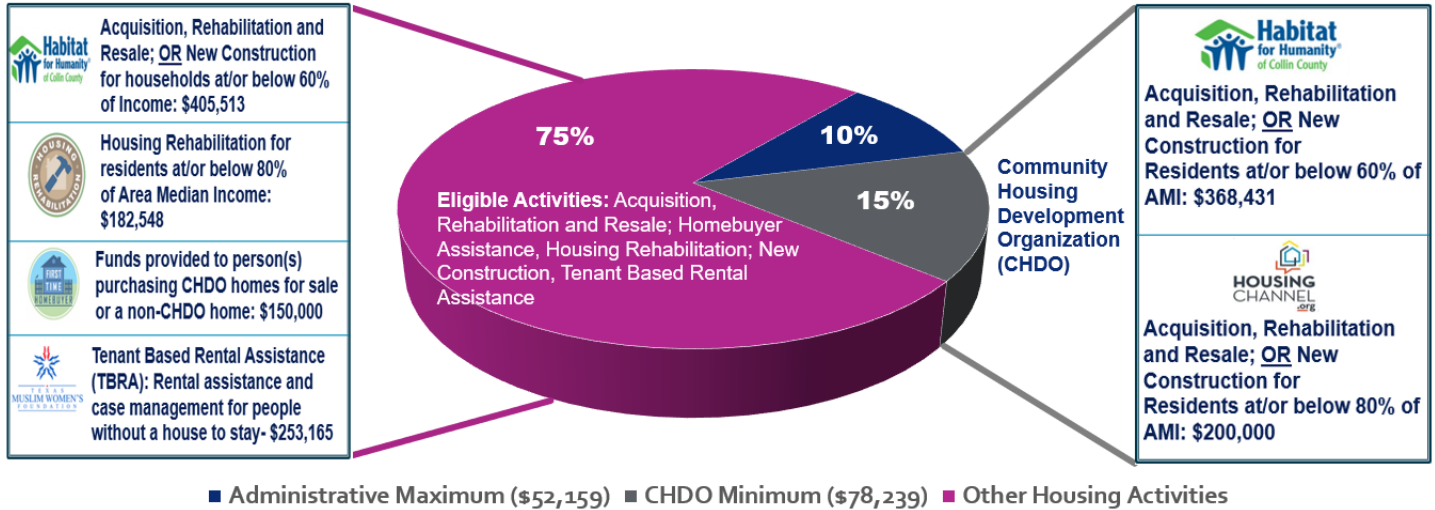
### Public Service Maximum

The Community Development Block Grant (CDBG) funds for activities such as financial assistance (temporary rent and utility assistance) fall within this category. The category also includes those agencies providing social services to other vulnerable populations living in Plano.

### Non-Public Service

There is not a maximum on this category. All other construction, infrastructure, public facility, and economic development (non-training activities) are eligible in this category. Public service activities and new construction of residential housing are not eligible activities in this category.

## FY 2024-2025 Budgeted HOME Funding Categories By Regulatory Maximum Percentage Requirements



### Community Housing Development (CHDO) Minimum

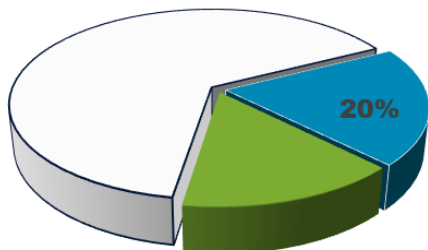
City staff accept applications from nonprofit developers to apply for CHDO designation year-round. The current city CHDOs have engaged in more acquisition, rehabilitation, resale activities than new construction due to the lack of available and affordable land for development.

### Other Activities

Tenant Based Rental Assistance (TBRA) is a rental subsidy to help individual households afford housing costs such as rent and security deposits. TBRA does not allow for utility payments to be paid. Only nonprofit developers perform acquisition, rehabilitation and resale activities to meet the plan goal of adding affordable housing units to the housing inventory. New construction of housing has slowed due to a lack of available and affordable land for development.

### Grant Administration Activities

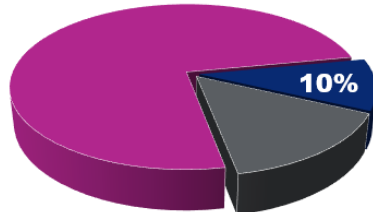
#### **CDBG Administrative Percentage**



#### **CDBG Administrative Activities**

- **Advertising** (Newspaper notices, public meetings, programs)
- **Associations/licenses/publications**
- **Consulting** (for creation of HUD required plans)
- **Lien filings** (Housing Rehabilitation and First Time Homebuyer)
- **Nonprofit organization capacity building**
- **Audit costs**
- **Nonprofit organization administrative staff** costs at \$15,000 - \$20,000
- **Two Finance accountants' salaries** at ~ 4%
- **Five Neighborhood Services staff salaries** at ~ 51%

#### **HOME Administrative Percentage**



#### **HOME Administrative Activities: \$52,159**

- **Audit costs**
- **Two Finance accountants' salaries** at ~ 3%
- **Two Neighborhood Services staff salaries** at ~ 38%