



**Request for City Council Committee Action  
From the Department of Community Planning & Economic Development**

**Date:** February 15, 2005

**To:** Council Member Lisa Goodman, Community Development Cmte

**Prepared by:** Edie Oliveto-Oates, Senior Project Coordinator, 612-673-5229

**Presenter in Committee:** Edie Oliveto-Oates, Senior Project Coordinator

**Approved by:** Chuck Lutz, Deputy CPED Director \_\_\_\_\_  
Elizabeth Ryan, Director, Housing \_\_\_\_\_

**Subject:** Amend 2004 Funding for the School Site Project and authorize contracting for 2005 – “It’s All About the Kids”

**RECOMMENDATION:** CPED Director recommends that the Council authorize CPED to enter into a contract with Lutheran Social Services (LSS) not to exceed \$200,000 for 2005 for the administration of the “It’s All About the Kids” Program.

**Previous Directives:** On July 27, 2001, the City Council approved the appropriation of \$300,000 in Fund FNA for the subject project. On April 22, 2002, the MCDA Board of Commissioners authorized the MCDA to enter into a Grant Agreement with the Youth Coordinating Board (YCB) to fund the activities of the Minneapolis Redesign over a two-year term for \$172,288. On November 14, 2002, the MCDA Board authorized a contract increase with LSS for \$88,730 and reduced the commitment to YCB for Minneapolis Redesign to \$142,162. On January 21, 2003, the MCDA Board authorized canceling the contract with YCB and increasing the funding for LSS to \$145,143. On February 13, 2004, the City Council approved amending the existing contract to increase the 2003 funding to LSS in the amount of \$37,196 and authorized CPED to enter into a contract with LSS for \$200,000 for funding in 2004.

**Financial Impact** (Check those that apply)

- No financial impact - or - Action is within current department budget.  
(If checked, go directly to next box)
- Action requires an appropriation increase to the Capital Budget
- Action requires an appropriation increase to the Operating Budget
- Action provides increased revenue for appropriation increase
- Action requires use of contingency or reserves
- Other financial impact (Explain):
- Request provided to the Budget Office when provided to the Committee Coordinator

**Community Impact** (Summarize below)

**Ward:** City Wide

**Neighborhood Notification:** Not Applicable

**City Goals:** Foster the development and preservation of a mix of quality housing types that is available, affordable and meets current needs and promotes future growth. Promote public community and private partnerships to address disparities and support strong healthy families and communities.

**Comprehensive Plan:** 5.1 - Minneapolis will invest human and financial resources in nurturing healthy children and providing them with a safe school environment.

**Zoning Code:** Not Applicable

**Living Wage/Job Linkage:** Not Applicable

**Background/Supporting Information**

Project Summary:

The MCDA/CPED is working in collaboration with the Minneapolis Public Housing Authority (MPHA), Family Housing Fund (FHF), the Minneapolis Public Schools (MPS) and Lutheran Social Services (LSS) on a demonstration project. The focus of the project is to identify affordable, high quality rental housing options for low-income households near the community schools in which their children are enrolled. These households currently live outside of the communities where the school is located and their children are being transported long distances from their homes to their schools. The project has been titled "It's all about the Kids."

The goals of the project are:

- Provide affordable housing options in non-concentrated areas of the City
- Improve school attendance
- Reduce the need for busing by providing diversity in all Minneapolis' neighborhoods

The MCDA/CPED has contracted with LSS to market the project to landlords and encourage their participation in the Section 8 program overall. In addition, LSS provides case management and support to families while they prepare to relocate. This preparation includes advocacy in the areas of credit counseling, budget classes, tenant education classes, and clearing up past legal issues. Families are asked to commit to

improving school attendance for all of their children; ultimately striving to reach 95% or better attendance rate and active involvement with school activities (i.e. parent teacher conferences and school events).

The project targets landlords who have not traditionally been involved with the Section 8 program. The MPHA has reserved section 8 vouchers for this project. The Minneapolis Public Schools are identifying students with attendance issues who are bused from other neighborhoods and whose families potentially meet Section 8 income requirements.

Funding:

It has been determined that landlords who have never been involved with the Section 8 program may need some assurance that their units will be protected from unusual damage and assistance with minimum rehabilitation necessary to meet Section 8 housing standards. Assistance to landlords has been structured in the form of guarantees and as a grant. The grant is for repairs to insure the unit passes the Section 8 housing standards before the family moves in. Once the unit passes the MPHA inspection, the owner is reimbursed for approved repairs. The guarantee is to cover extraordinary material damages to the unit (up to a maximum of \$1,000) when the household vacates the unit. In addition, it is anticipated that the households will need assistance with moving-related expenses and security deposits. These funds are available to fund the landlord participation portion of the project. CPED is currently funding LSS for \$194,435.

During the 2005 budget process, the City Council approved \$200,000 for this program from the Legacy fund. At this time, staff is requesting authorization to enter into a contract with LSS for up to \$200,000 to continue with their work on the program. Attached to this report is the scope of work and the 2005 budget.

## ***It's All About the Kids***

Lutheran Social Service of Minnesota - Scope of Services  
Housing Demonstration Project

The Minneapolis Community Development Agency (MCDA) is contracting with Lutheran Social Service of Minnesota (LSS) to provide owner outreach and intake and case management services in the *"It's All About the Kids"* Demonstration Project.

LSS shall accomplish the following:

### **1) Owner Outreach Activities**

- Enroll new rental property owners into the program
- Maintain a database of all enrolled owners
- Meet individually with interested owners and maintain ongoing relationship
- Maintain involvement in owner organizations and associations
- Sponsor and present at owner functions
- Help mediate owner/tenant conflicts
- Work with family case workers to provide appropriate vacancies for families in need
- Educate owners on the Section 8 process
- Complete pre-Section 8 inspection
- Help coordinate the MPHA to set up and complete the inspection of a unit
- Administer the Family Housing Fund dollars

### **2) Intake & Assessment Process**

- Work with school representatives to facilitate referrals to the project when appropriate
- Complete all intake paperwork
- Process the Landlord Protection Agency (L PA) paperwork
- Verify eligibility for the "Kids" project
- Complete family assessment as appropriate for the "Kids" project
- Coordinate the exchange of information with the caseworker
- Make referrals to the LSS Tenant Education Program and Credit Counseling Services, as needed

### **4) Case Management**

- Establish family plan, making referrals when appropriate
- Work with Owner Outreach Coordinator to identify vacancies in eligible neighborhoods
- Coordinate family activities such as viewing a unit, applying for assistance, etc.
- Orientation to new community and connection to neighborhood resources
- Connect families having a specific need with volunteers who can help fill that need.

### **3) Administrative Work**

- Attend full partner and direct service meetings

- Complete Quarterly Reports
- Administer the Family Housing Fund client assistance dollars
- Ensure completion of Security Deposit, Improvement Grant and Damage Claim forms
- Coordinate/supervise volunteer activities.

## IT'S ALL ABOUT THE KIDS 2005

### REVENUE

CPED	\$200,000
Donor Contributions	\$120,327
Greater Twin Cities United Way	\$30,694
Lutheran Social Service	\$25,000
Congregations	\$11,000
Foundations	\$30,000
Department of Human Services	\$5,106
Family Housing Fund	\$4,500
<b>TOTAL</b>	<b>\$426,627</b>

### EXPENSES

Salary & Benefits	\$323,796
Administration & Central Support	\$48,327
Equipment & Supplies	\$13,492
Communications	\$5,150
Rent	\$18,792
Staff Mileage	\$3,000
Staff Development	\$7,520
Volunteer Components	\$2,250
Professional Fees	\$4,300
<b>TOTAL</b>	<b>\$426,627</b>