




Office of the City Manager

MEMORANDUM

To: Honorable Mayor and Members of the City Council

From:  Phil Kamlarz, City Manager

Date: October 31, 2011

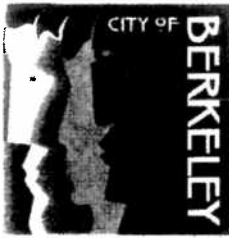
Subject: **Public Hearing and Release of Request for Proposals for Public Facilities Improvements**

On Thursday, November 3, at 7:00 p.m., the Housing Advisory Commission will hold a public hearing regarding community needs. This hearing is a requirement of the federal funding the City receives from the Department of Housing and Urban Development and helps inform the City's FY2013 expenditures of Community Development Block Grant (CDBG), Emergency Shelter Grant (ESG) and HOME Investment Partnership funds.

On Wednesday, November 9, the City will release an RFP for agencies requesting CDBG and ESG funds for public facilities improvement projects. Applications are due December 7. For more information, see the attached announcement.

Attachments: RFP and Public Hearing Notice

cc: Christine Daniel, Deputy City Manager
Deanna Despain, City Clerk
Ann-Marie Hogan, City Auditor
Jane Micallef, Housing & Community Services & Health Services
Mary Kay Clunies-Ross, Public Information Officer



Housing & Community
Services Department
Community Services
& Administration Division

PUBLIC HEARING ON COMMUNITY NEEDS
Thursday, November 3, 2011, 7:00 p.m., South
Berkeley Senior Center, 2939 Ellis Street (at Ashby)

The purpose is to hear from Berkeley residents what services and housing are needed for low-income people in their communities. Written comments should be mailed or delivered directly to Kristen Lee, Housing & Community Services Department, 2180 Milvia Street, Berkeley, CA 94704, or to kslee@cityofberkeley.info

CITY OF BERKELEY REQUEST FOR PROPOSALS (RFP) – PUBLIC FACILITY IMPROVEMENTS ONLY

The City of Berkeley is soliciting proposals for funding under the Federal Community Development Block Grant Program (CDBG) and the Emergency Solutions Grant (ESG) Program for improvements to public facilities, including homeless shelters and transitional housing. The specific amount of funding to be received from HUD for FY2013 has not yet been decided by Congress. In past years, the City of Berkeley has allocated approximately \$250,000 in CDBG and ESG funding. These funds will become available on July 1, 2012.

Interested applicants should attend this mandatory orientation meeting to find out more about the application itself and the application process.

Wednesday, November 9, 2011

2:00 p.m. to 4:00 p.m.
2180 Milvia Street, 1st Floor
Cypress Conference Room
Berkeley

Please RSVP to Kristen Lee at 981-5427 or kslee@cityofberkeley.info.

Application instructions can be found at <http://www.ci.berkeley.ca.us/ContentDisplay.aspx?id=75086>

Applications under this RFP must be submitted by 5 p.m., Wednesday, December 7, 2011 via City Data Services, an online, web-based application process:

If your agency does not currently receive City funding, to submit an application, go to www.citydataservices.net, AFTER NOVEMBER 9 and log in with the following User ID and Password:

User ID - BerCa2013

Password - BerCa2013 (Case Sensitive)

Once you log in, you will see a short form that collects some basic information. Complete and submit the form to obtain a unique User ID and Password that you will use to submit your application.

If you are a current user of the City's online reporting system, to submit an application, go to www.citydataservices.net and log on using your existing User ID and Password. You will have a "Apply for 2013" button on your main page, accessible **AFTER NOVEMBER 9**. Use this link to begin the submission of your application.

For technical issues with submitting data via City Data Services, please contact them via the "Help with this page" button on their website.

FOR FURTHER INFORMATION

Contact Kristen Lee, Community Services & Administration Division, Housing & Community Services Department, at 981-5427 or by E-mail: kslee@cityofberkeley.info