



City of San Marcos

CORONAVIRUS RELIEF – GENERAL FUND GRANT APPLICANT WORKSHOP

May 20, 2021



City of San Marcos One-Time Funding!

Funding Available: \$640,000 from City General Fund

Download the Application from the City's website:

<http://sanmarcostx.gov/3065/CDBG-Action-Plans>

Submitted Applications are public record

DEADLINE: June 6, 2021 midnight



What agencies are eligible?

- non-profit agency
- public housing authority
- City of San Marcos department
- government entity
- agencies that have CDBG or HSAB funding through the City

Organizations may propose more than one program or program in separate applications.



What programs are eligible?

- Funding must serve San Marcos residents only.
- Funding IS ALLOWED to serve people who are not United States citizens.
- Need based.
- **The need served must be related to the pandemic or to the effects of the pandemic economic shutdowns.**
- Public benefit (not solely for internal operations).



What expenses are eligible?

- Labor, supplies, materials, equipment
- Facility operation and maintenance
- Lease + phone, internet access

What expenses are not?

- Fundraising
- Client incentives
- Late fees
- Furnishings
- Vehicles



What people are eligible?

Income lower than 120% of San Marcos median household income.

SAN MARCOS MEDIAN HOUSEHOLD INCOME = \$40,370
\$48,444=(median family income*1.20)

Percent MHI	1 Person	2 Person	3 Person	4 Person	5 Person	6 Person	7 Person	8 Person
120%	33,929	38,768	43,606	48,444	52,321	56,198	60,074	63,951



What to submit?

- Application form p. 6-15
- Applicable items listed on p. 5 Checklist
- Organization information listed on p. 12
- Standard of Conduct described on p. 14

Include a compelling description of your program or project!

- How will it be measured?
- What impact will it have, on whom?



How to submit the application?

Application Period: May 9, 2021 through June 6, 2021

- Submit one signed application electronically to:
cdbg@sanmarcostx.gov
- Please call to verify your application has been received:
Carol Griffith, Housing and Community Development
Manager 512-393-8147

TIP: use this email and phone number for questions also cdbg@sanmarcostx.gov



How is it evaluated?

By members of the Human Services Advisory Board
With the Scoring Criteria on p. 16
And the Risk Assessment on p. 17



How is it evaluated? (Details)

1. Activity Need and Justification: Maximum of 20 Points

The activity will be evaluated on the documentation and justification of the need for the activity



How is it evaluated? (Details)

2. Impact and Cost Effectiveness: Maximum of 30 Points

The activity will be evaluated on:

- amount of overhead compared to program costs
- impact on the identified need
- implementation costs compared to impact
- use of available resources (financial, staff, volunteer)
- leveraged resources



How is it evaluated? (Details)

3. Implementation: Maximum of 20 Points

Considerations include:

- Resources needed to manage the proposed activity are available and ready.
- Applicant has clearly defined goals focusing on results and measurable outcomes



How is it evaluated? (Details)

4. Past Performance or Letters of Reference: Maximum of 20 Points

- No outstanding audit deficiencies, findings, or disallowed costs from previous projects or activities.
- Strong record in similar activities OR
- Up to three letters of recommendation.



How is it evaluated? (Details)

5. Preferred Need Categories: Maximum of 10 Points

- Case Management
- Child Care
- Internet Support
- Auto Payments
- Job Training
- Homelessness Prevention



How is it evaluated? (Details)

Additional Review: Risk Assessment

- Program Complexity
- Project Experience
- Leveraged Funding
- Organizational Experience
- Monitoring History
- Performance History



And then what??

1. City Council Funding Allocation Decisions July 6
2. Contract with the City similar to Human Services Advisory Board (HSAB) – as soon as possible after July 6
3. Quarterly reports – beneficiaries and impact
4. Payments and funding up front, quarterly; may be customized to the program as needed
5. Timeline set by contract



Reports and Payment

What do you think of the following?

Reports similar to CDBG + HSAB *(examples)*

1. Beneficiaries and Impact
2. Balance Sheet and Income Statement

Payments up front each quarter, even amounts



What questions do you have?

Carol Griffith

Housing and Community Development Manager

cgriffith@sanmarcostx.gov

512-393-8147