

# 2023 COSDCA CONFERENCE

# CDBG KANSAS: TIMELY EXPENDITURES



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COMMERCE

# KANSAS CDBG

- Award approximately \$15 million annually
- CDBG part of Kansas Department of Commerce
- Community Development Division
- Seven staff: Director, Assistant Director (Finance), four Project Managers, Administrative Assistant
- 80 open projects
- Award between 45 and 60 projects each year
- <https://www.kansascommerce.gov/cdbg/>



CDBG 2023

# TIMELY EXPENDITURES

01

## **ROLLING + COMPETITIVE**

Kansas offers CDBG loans on a rolling and competitive basis

02

## **EARLY AWARDS**

Award grants as early as possible

03

## **24-MONTH TIMELINE**

Recipients have 24 months to spend CDBG funds

04

## **FAST PROCESSING**

All drawdowns are processed in seven days

05

## **QUESTIONS**



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# ROLLING + COMPETITIVE GRANT CYCLES



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# ROLLING + COMPETITIVE CYCLES

## • COMPETITIVE

- Water/Sewer Infrastructure
- Youth Job Training
- Community Facilities and Services
  - Non-Profit Childcare
  - Parks & Libraries
  - Sidewalks & Trails
  - Accessibility for Public & Commercial Facilities

## • ROLLING

- Housing Rehabilitation
- Commercial Rehabilitation
- Economic Development
- Regional Water Planning
- Urgent need

# ROLLING + COMPETITIVE CYCLES

- Two cycles allows Kansas to be flexible and responsive to community needs
- Competitive due Feb./May 1, reviewed one time per year
- Rolling accepted until Dec. 1, reviewed as received
- Rolling rounds are responsive to community needs
  - For example, due to additional investments in housing grant programs in Kansas we transitioned Housing Rehab to a rolling program to align with other opportunities for grantees

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# AWARD PROJECTS AS EARLY AS POSSIBLE



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# AWARD PROJECTS EARLY

- Our goal at Kansas Department of Commerce is to spend grant money quickly and show an ROI so we can ask for more money!
- Grants are awarded prior to formal receipt of federal funds
- For example, Kansas will award 2023 Water/Sewer funds this month
  - 2023 Water/Sewer application due date was Feb. 1
  - 2023 Water/Sewer grantees can begin processing drawdowns prior to Kansas receiving 2023 CDBG funds



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# 24 MONTH PROJECT TIMELINE



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# SHORT TIMELINE

- CDBG programs have 36 months to obligate funds
- Our subgrantees have 24 months to complete project
- This allows a 12-month buffer for
  - SOW changes
  - Time extensions
  - Budget amendments

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# FAST PROCESSING OF DRAWDOWNS



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# FAST DRAWDOWN PROCESS

- Kansas requires CDBG drawdowns be processed in 7 days
- Subgrantee submits request for payment and cash disbursement form to Project Manager
- Project Manager reviews for errors or corrections
- Project Manager sends to Finance (Assistant Director) for processing in IDIS
- Once funds are received by subgrantees they must expend the funds within 3 working days
- Our goal is to reimburse subgrantees as quickly as possible to ensure payment of all contracts in a timely manner!!!

# FAST DRAWDOWN PROCESS

- Min payment of \$3000 unless there is less than \$3000 remaining in the grant award
- Maximum is \$200,000 unless a larger disbursement is needed to purchase something large like real estate
- Forms
  - Authorized Signature Form: must be on file before any requests for payment are processed
  - Cash Disbursement Form: record of disbursements
  - Request for Payment Form: grantee information, amount of request, program income and receipts, funds received to date

# QUESTIONS?

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