



City of Denton

City Hall
215 E. McKinney St.
Denton, Texas 76201
www.cityofdenton.com

Meeting Agenda

Community Services Advisory Committee

Friday, October 10, 2025

12:00 PM

Development Service Center

After determining that a quorum is present, the Community Services Advisory Committee will convene in a Regular Meeting on Friday, October 10, 2025, at 12:00 p.m. in Training Rooms 1 and 2 at the Development Service Center, 401 N. Elm Street, Denton, Texas at which the following items will be considered:

1. ITEMS FOR CONSIDERATION

- A. [CSAC25-028](#) Consider approval of the minutes of September 12, 2025.

Attachments: [Exhibit 1 - CSAC Minutes September 12, 2025](#)

- B. [CSAC25-029](#) Receive a report, hold a discussion, and give staff direction regarding the 2026-2027 Community Development Grant Program Applications.

Attachments: [Exhibit 1 - Agenda Information Sheet](#)
[Exhibit 2 - Application Updates](#)
[Exhibit 3 - DRAFT Combined 26-27 CD Grant Program Applications](#)
[Exhibit 4 - DRAFT 26-27 CD Grant Program Scoring Rubric](#)

- C. [CSAC25-030](#) Receive a report and hold a discussion regarding 2024-2025 Community Development Grant program agency expenditures and performance measures.

Attachments: [Exhibit 1 - Agenda Information Sheet](#)
[Exhibit 2 – August 2025 Monthly Report](#)

- D. [CSAC25-031](#) Receive a report regarding the status of the substantial amendment for HOME Investment Partnership (HOME) and HOME Investment Partnership Program American Rescue Plan (HOME-ARP) funds.

Attachments: [Exhibit 1 - Agenda Information Sheet](#)

2. CONCLUDING ITEMS

A. Under Section 551.042 of the Texas Open Meetings Act, respond to inquiries from the Community Services Advisory Committee or the public with specific factual information or recitation of policy, or accept a proposal to place the matter on the agenda for an upcoming meeting and under Section 551.0415 of the Texas Open Meetings Act, provide reports about items of community interest regarding which no action will be taken, to include: expressions of thanks, congratulations, or condolence; information regarding holiday schedules; an honorary or salutary recognition of a public official, public employee, or other citizen; a reminder about an upcoming event organized or sponsored by the governing body; information regarding a social, ceremonial, or community event organized or sponsored by an entity other than the governing body that was attended or is scheduled to be attended by a member of the governing body or an official or employee of the municipality; or an announcement involving an imminent threat to the public health and safety of people in the municipality that has arisen after the posting of the agenda.

CERTIFICATE

I certify that the above notice of meeting was posted on the official website (<https://tx-denton.civicplus.com/242/Public-Meetings-Agendas>) and bulletin board at City Hall, 215 E. McKinney Street, Denton, Texas, on October 6, 2025, in advance of the three (3) business day posting deadline, as applicable, and in accordance with Chapter 551 of the Texas Government Code.

OFFICE OF THE CITY SECRETARY



After determining that a quorum was present, the Community Services Advisory Committee of the City of Denton, Texas convened in a Regular Meeting on Friday, September 12, 2025, at 12:00 p.m. in Training Rooms 1 and 2 at the Development Services Center, 401 N. Elm Street, Denton, Texas.

MEMBERS PRESENT: Members Dale Tampke, Tracey Long, Kamyon Conner, Janet Scott-Harris, and Kanga Siewe

MEMBERS ABSENT: None

Called to order at 12:00 p.m. by Chair Dale Tampke with five members present.

Prior to moving to the Items for Individual Consideration, Chair requested Introductions of Committee Members and Staff since a New Committee Member joined. Proceeded to Items for Individual Consideration.

1. ITEMS FOR INDIVIDUAL CONSIDERATION

A. CSAC 25-025 – Consider approval of minutes of July 11, 2025.

Chair Dale Tampke requested a motion to approve the minutes as listed.

Member Janet Scott-Harris moved to approve the minutes. Member Tracey Long seconded the motion. The motion carried.

AYES (5): Members Dale Tampke, Tracey Long, Kamyon Conner, Janet Scott-Harris, and Kanga Siewe

NAYS (0): None

B. CSAC 25-026 – Receive a report regarding the status of the substantial amendment for HOME Investment Partnership (HOME) and HOME Investment Partnership Program American Rescue Plan (HOME-ARP) funds for the Tenant Based Rental Assistance Program.

Staff provided the committee with an update on the HOME and HOME-ARP funds. Last update in July to the committee discussed amendment process for unprogrammed funds to non-profits that provide Tenant Based Rental Assistance. Staff explained that the guidelines set forth by Housing and Urban Development (HUD) and City of Denton's Citizen Participation Plan, staff are required to go out for a 30-day public comment period beginning September 1-30, 2025. The objective is to take the substantial amendment to City Council in October depending on the procurement process that is needed. After City Council approves the substantial amendment, it will be submitted to HUD for review. Staff will modify agreements based on the approved amendment. One member asked about spending deadlines and commitment of funds. Staff

explained to the committee that HOME is usually required to commit funds within two years, but due to COVID-19, the commitment period was waived. HOME funds are required to be expended within seven years of award. The approximate amount of HOME funds available is \$693,000.

C. CSAC 25-027 – Receive a report, hold a discussion, and give staff direction regarding the funding priority survey for the 2026 Action Plan for Housing and Community Development.

Staff explained that it's that time of the year to gain feedback from the community on 2026 Action Plan items. Staff requested guidance on two areas: overall content and structure of the survey, and how results should inform the committee's funding recommendations.

Committee discussed and made some recommendations to add additional questions that could provide information on who is completing the survey. Additional questions to add were:

- How many people live in the household?
- Do you own, rent, or live with someone else?

Committee members recommended that the structure be changed to a ranking method instead of choosing the top three priorities.

The committee brainstormed ways to market the survey. Staff informed the committee that the department will be working more with the City's Marketing and Communications team to promote and will explore other committee recommendations.

The committee agreed to review survey results prior to making funding recommendations for the 2026/27 program year. As response rates increase for the survey, the committee will consider a more formal inclusion of survey results in their annual funding recommendation process.

2. CONCLUDING ITEMS

- A. Under Section 551.042 of the Texas Open Meetings Act, respond to inquiries from the Community Services Advisory Committee or the public with specific factual information or recitation of policy, or accept a proposal to place the matter on the agenda for an upcoming meeting and under Section 551.0415 of the Texas Open Meetings Act, provide reports about items of community interest regarding which no action will be taken, to include: expressions of thanks, congratulations, or condolence; information regarding holiday schedules; an honorary or salutary recognition of a public official, public employee, or other citizen; a reminder about an upcoming event organized or sponsored by the governing body; information regarding a social, ceremonial, or community event organized or sponsored by an entity other than the governing body that was attended or is scheduled to be attended by a member of the governing body or an official or employee of the municipality; or an announcement involving an imminent threat to the public health and safety of people in the municipality that has arisen after the posting of the agenda.

With no other business, the meeting adjourned at 12:45 p.m.

DALE TAMPKE
CHAIR
CITY OF DENTON, TEXAS

COURTNEY DOUANGDARA
DEPUTY DIR. OF COMMUNITY SERVICES
CITY OF DENTON, TEXAS

MINUTES APPROVED ON _____



AGENDA INFORMATION SHEET

DEPARTMENT: Community Services

CM/ DCM/ ACM: Christine Taylor, Assistant City Manager

DATE: October 10, 2025

SUBJECT

Receive a report, hold a discussion, and give staff direction regarding the 2026-2027 Community Development Grant Program Applications.

STRATEGIC ALIGNMENT

This action supports Key Focus Area: Foster Economic Opportunity and Affordability.

BACKGROUND

The Community Services Advisory Committee (CSAC) advises the City Council on programs, services, and the use of public resources to address complex social problems such as economic instability, housing, homelessness, and meeting community service needs. The CSAC reviews annual applications for the Community Development Grant Program and makes funding recommendations to the Denton City Council, which includes distribution of local (General Fund) and federal (Community Development Block Grant/CDBG and HOME Investment Partnership/HOME) sources of funding.

The 2026-2027 Community Development Grant Program draft applications for Human Services, Housing and Public Facility projects are provided for committee consideration and feedback (Exhibit 2). Staff will make any necessary changes and bring final applications to the committee in November for approval.

ESTIMATED SCHEDULE OF PROJECT

A tentative 2026-2027 Community Development Grant Program application timeline is included below.

Estimated Timeline: 2026-2027 Community Development Grant Program & 2026 Action Plan for Housing and Community Development

Activity	Date
Annual Funding Priority Survey Releases	October 1, 2025
CSAC Review Draft 26/27 Funding Applications (Human Services, Housing & Public Facilities)	October 10, 2025
CSAC Approve Final 26/27 Funding Applications (Human Services, Housing & Public Facilities)	November 14, 2025
26/27 Funding Application for Housing, Human Services & Public Facilities Open	November 24, 2025
26/27 Funding Applications Close	January 16, 2026
CSAC Finalizes 26/27 Funding Recommendations for City Council	April 10, 2026
Public Comment Period for 2026 Action Plan	May – June 2026

Council Considers Approval of 2026 Action Plan (Approval of CDBG and HOME projects)	July 21, 2025
Council Considers Approval of 2026-27 City Budget (Approval of General Fund projects)	September 2026

EXHIBITS

Exhibit 1 – Agenda Information Sheet

Exhibit 2 – Application Updates

Exhibit 3 – DRAFT Combined 26-27 CD Grant Program Applications

Exhibit 4 – DRAFT 26-27 CD Grant Program Scoring Rubric

Respectfully submitted:

Jesse Kent

Director of Community Services

Prepared by:

Tamara Jones

Grants Program Coordinator

Luisa Garcia

Community Development Manager



26-27 Community Development Grant Program Draft Application

CSAC 25-029

October 10, 2025

Application Sections



25/26 Application Sections

- Program Overview
- Agency Information
- Objectives
- Funding Request
- Beneficiary Information
- Narrative
- Revenue and Expenses
- Beneficiaries-Income Qualification
- Beneficiaries-Demographics
- HR-General
- HR-Staff List
- HR-Board List
- Risk Analysis
- Required Documents

26/27 Application Sections

- Program Overview
- Agency Information
- Objectives
- Funding Request
- Client Data & Experience
- Revenue & Expenses
- Agency & Board Capacity
- Required Documents

Application Changes



- **Overall** – information added, removed, or consolidated into fewer sections to align with funding requirements and committee review criteria
- **Program Overview, Agency Information, Objectives Sections** – minor updates for clarity and compliance

Application Changes

- **Funding Request**

- Incorporated relevant narrative question (C.7.)
- Added questions to clarify service unit costs and explanation of evaluation methods

- **Client Information & Experience**

- Combined Beneficiary Sections
- Added questions about client feedback and program improvements (D.2 – D.4.)

- **Agency & Board Capacity**

- Combined relevant 'HR' and 'Board' Sections
- Removed questions asking for detailed information about staff positions and salary details irrelevant to the funding request
- Added question about experience managing grants (F.1.)

Scoring Rubric

- Reduced to 3 sections from 5:
 - Experience and Organizational Capacity
 - Community Need and Impact
 - Financial Capacity
- Removed items related to eligibility; staff will screen apps for eligibility prior to providing information to the committee
- Added references to relevant application sections for ease of evaluation
- Maintained 0-2 scoring scale and enhanced scoring criteria details

Questions?

Program Overview

Completed by tamara.jones@cityofdenton.com on 1/8/2025 9:50 AM

Case Id: 11193

Name: Tam Test - 2025/26

Address: 401 N Elm, Denton, TX 75228

Program Overview

NOTE: Program Overview and Sections A through F are the same for all three applications (Human Services, Housing and Public Facility Projects).

City of Denton 2026-2027 Community Development Funding Application

The City of Denton's Community Development Grant Program funding is evaluated by the Community Services Advisory Committee (CSAC). The primary goal of the CSAC is to support programs, services, and use of public resources to address complex social problems such as economic instability, housing, homelessness, and meeting community service needs. The eligibility criteria for Community Development Grant Program funding listed below is not ranked in order.

Applicant Requirements

1. Agency is a 501 © 3 that has operated for at least two years in the City of Denton OR served City of Denton residents for at least two years.
2. Agency is registered with legal name at the Texas Secretary of State website.

Project Requirements

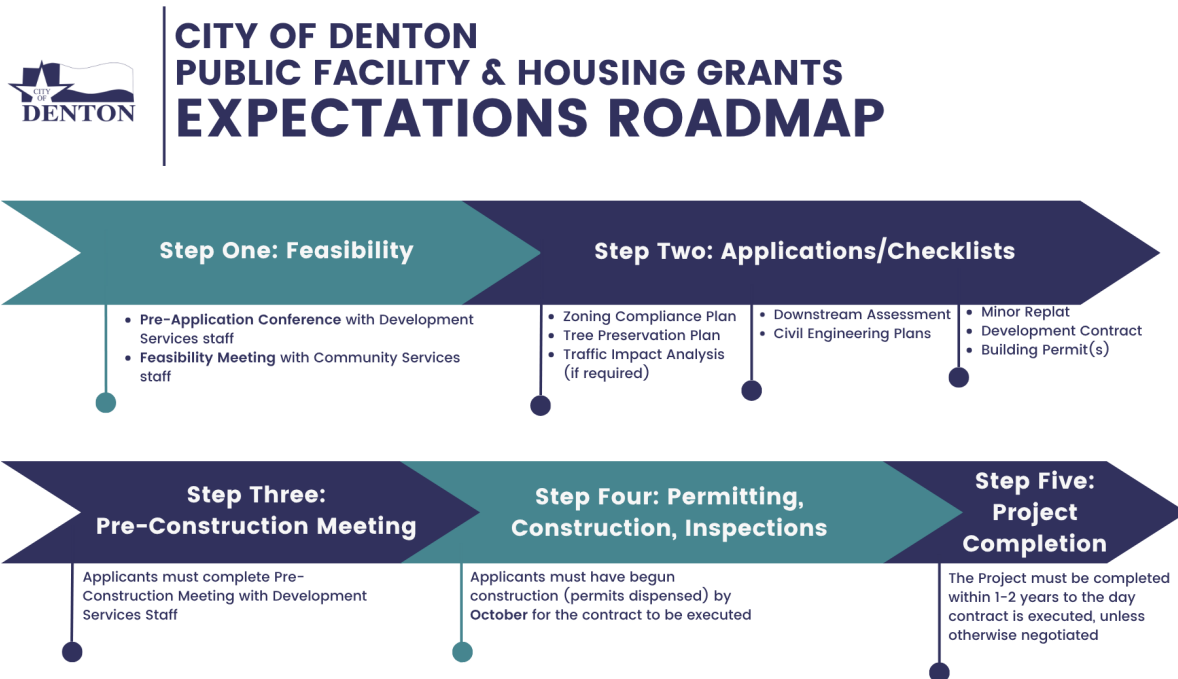
1. Meet one of three National Objective for Community Development
 - a. Benefit to low and moderate-income households
 - b. Elimination of slum or blight
 - c. Meeting an urgent community need
2. Meets a Demonstrated Community Need
 - a. As noted in the current Consolidated Plan for Housing and Community Development
 - b. Community Needs identified through public hearings, community surveys
 - c. City Council stated priorities
3. Meet one of the city's five key strategies- that affect a wide range of health, functioning, and quality-of-life outcomes and risks. These strategies, outlined below, are a tool to help the city assess and prioritize community well-being more comprehensively.
 - a. Economic Stability
 - b. Education Access and Quality
 - c. Health Care Access and Quality
 - d. Neighborhood and Built Environment
 - e. Social And Community Context
4. Amount requested falls within the allowed range for the project type.

Printed By: Tamara Jones on 8/22/2025

- a. Human Services: Minimum \$10,000 Maximum \$100,000
- b. Housing Projects: Minimum \$50,000; Maximum \$400,000
- c. Public Facilities: Minimum \$25,000; Maximum \$400,000

Housing & Public Facilities Projects ONLY

1. **Project Must Be 'Shovel-Ready'** -A project that is ready to bid out with all planning and zoning items complete, if applicable, a pre-construction meeting scheduled, and a final plat approved by the contract execution in October. Below is the Development Review Process for additional information. Applicants are strongly encouraged to schedule a pre-application conference with Development Services Staff, if appropriate for your project. Additional information is available at Land Development | Denton, TX
2. **Feasibility Meeting – Applicants are required to meet** with Community Services Staff to review federal requirements and determine project eligibility prior to applying.
3. **Pre-Application Requirements** – <https://www.cityofdenton.com/256/Land-Development> Land Development page. **Applicants will be required to submit a copy of their submitted request form with their application.**
4. **Project Completion** - The Project must be completed within 1 to 2 years from contract execution, unless otherwise negotiated with staff. For phased projects, HUD funding is recommended in the last phase, so that beneficiary information can be provided within a single grant year.



Applications Will Not Be Considered for the following reasons:

1. **Failure to attend a Feasibility Meeting with Community Services (for Housing and Public Facility Projects)**
2. **Failure to attend Community Development Funding Application Training (ALL Applicants)**
3. **Failure to complete application by January 16, 2026, by 5 p.m.**
4. **No established business formation with the Texas Secretary of State**

5. Lack of financial documents provided.
6. Funding requests that include fringe benefits (not eligible)
7. Funding requests that include equipment and supplies (not eligible)

Applications submitted will be measured based on basic eligibility, completeness and this rubric. Applicants are encouraged to review the rubric in its entirety prior to submission.

A. Agency Information

*Last modified by tamara.jones@cityofdenton.com on 1/15/2025
2:05 PM*

Case Id: 11193

Name: Tam Test - 2025/26

Address: 401 N Elm, Denton, TX 75228

A. Agency Information

Please provide the following information.

PART 1. GENERAL INFORMATION

A.1. Agency Legal Name

A.2. Employer Identification Number

A.3. Physical Address

A.4 Mailing Address, if different than A.3 (Optional)

A.5a. CEO/ED/Commander Contact Information

A.5b How long has the CEO/ED/Commander been with the agency?

A.6 Point of Contact(s) for reporting, draw requests, and questions about your application.

Name

Email

Phone

Backup Point of Contact-optional

Name

Email

Phone

A.7. Length of Service- Answer each question (not applicable for City departments)

A.7.a. What year was your organization established by the Texas Secretary of State? (Click link to check and upload proof under the Required Documents section) <https://www.sos.state.tx.us/corp/sosda/index.shtml>

A.7.b. How many years has the organization operated in the City of Denton or served City of Denton residents?

A.8. What is the organization's Mission?

A.9. Please list all programs and services offered by the agency

A.10 Upload your Organizational chart.

B. Objectives

Last modified by tamara.jones@cityofdenton.com on 2/5/2025
9:12 AM

Case Id: 11193

Name: Tam Test - 2025/26

Address: 401 N Elm, Denton, TX 75228

B. Objectives

Please provide the following information.

PART 2. - MEETING OBJECTIVES

Priority funding areas and target populations are established by HUD and the City of Denton. Please mark all that apply to clients served by the ACTIVITY to be funded.

B.1. Proposed Activity Meets National Objective

- ☐ Providing benefit to low- and moderate-income
- ☐ Preventing or eliminating slums or blight
- ☐ Meets other urgent community development due to a natural disaster

B.2. Eligibility Requirements for Beneficiaries

- ☐ Presumed Benefit (only in Eligible Categories Below)
 - Homeless
 - Severely Disabled Adults
 - Domestic Violence (DV) Victims
 - Neglected/Abuse Children Services
 - Migrant Farm Workers
 - Illiterate Persons
 - Persons with AIDS
 - Fleeing, or Attempting to Flee, Domestic Violence, Dating Violence, Sexual Assault, Stalking, or Human Trafficking
 - ☐ Other - Please explain in comment box
- Comment Box

B.3a Please describe the target population served, and community need met by the proposed activity.

Emergency Services/Crisis Services- dropdown menu add in N/A as an option

Preventative/Supportive Services dropdown menu

B.3b How will services provided by the proposed activity meet community need(s)?

B.4. Proposed Activity meets key strategies (select all that apply).

- ☐ Economic Stability
- ☐ Education Access and Quality
- ☐ Health Care Access and Quality
- ☐ Neighborhood and Built Environment
- ☐ Social and Community Context

B.5. Please describe how the projects meet the key strategies selected.

C. Funding Request

*Last modified by tamara.jones@cityofdenton.com on 1/8/2025
10:13 AM*

Case Id: 11193

Name: Tam Test - 2025/26

Address: 401 N Elm, Denton, TX 75228

C. Funding Request

Please provide the following information.

PART 3. - FUNDING REQUEST - ACTIVITY, AMOUNT, OUTCOMES

C.1. Proposed Activity Name

C.2. Please provide a description of the activity to be funded including how it is designed and implemented. List all resources needed to implement the activity.

C.3. Location(s) of service(s) provided

C.4. Days & Hours of Operation

C.5a Funding Amount Requested for the Activity

Human Services: Minimum \$10,000 Maximum \$100,000

Housing Projects: Minimum \$50,000; Maximum \$400,000

Public Facilities: Minimum \$25,000; Maximum \$400,000

C.5b Total Cost for the Activity

C.6 What are the eligibility requirements for the proposed program/service? Upload eligibility criteria/intake documents or checklists as available.

C.7 COLLABORATION

How does the organization collaborate with community partners to maximize resources and reduce duplication of services provided by other organizations? Provide a summary of the organization's participation in local coalitions, collaborations, and partnerships. Figure out where to put this question.

Provide information below to help identify what the cost per client/unit is that the grant is funding.

C.8. How will requested funds be used? (staff salary, portion of service fees, rental assistance, pre-development fees, construction costs, etc.) Note: Funds may not support 100% of an employee's salary and employees funded must have direct contact with program participants.

Funded Item	Amount Requested	# Clients	# Units Delivered	Estimated Cost per Client	Total Cost of the Funded Item

C.9 Provide a brief description (1-2) sentences for each funded item above.

C. 10 As applicable, please identify how staff positions funded through the grant directly serve program participants. (Applicants requesting funding to support staff positions MUST complete this question.)

C.11. PARTIAL FUNDING- How will the project be carried out if partial or no City funding is awarded? What other funding sources will be utilized or pursued without City funding? What impact will that have on the number of people to be served? Please be specific.

C.12 OUTCOME MEASURES -

The City of Denton Measures impact to quality of life for Denton residents served by Community Development Grant Program activities through common outcome measures. Impact areas associated with common outcomes include Economic Stability, Neighborhood and Physical Environment, Education, Community and Social Context, and Healthcare. Common outcomes focus on improving the quality of life for Denton residents by:

1. Increasing and/or sustaining employment;
2. Increasing nutrition for children and adults;
3. Increasing housing stability;
4. Increasing student academic and behavioral growth;
5. Improving social connections and support; or
6. Improving physical and/or mental health through funding community service providers across the city.

Applicants are required to identify at least two but no more than four outcomes to report on for their proposed activity. At least one of the common outcomes MUST be selected from the list below.

1. **First, choose at least one of the impact areas listed below in which you will contribute to the quality of life for Denton residents.**
2. **Next, choose at least one common outcome from the list below that you will measure this year.** Unique outcomes are acceptable, but the first outcome MUST be chosen from the list below. All unique outcomes must fit into the framework of impact areas listed above and be approved by City staff.
3. **Finally, define your metric or method for measuring outcomes** (survey, registration form, student achievement scores, etc.).

Impact Area	Common Outcomes (Choose at least one)
Economic Stability (Employment and Financial Need)	How many people became employed? How many people stayed employed? How many people were able to pay for basic needs? How many people increased wages?

Economic Stability (Food)	<p>Increased Nutrition</p> <p>Reduced food insecurity</p> <p>How many people reduced food insecurity?</p> <p>How many children improved their nutrition?</p> <p>How many adults improved their nutrition?</p> <p>How many people were able to supplement their food budget using support services?</p>
Neighborhood and Physical Environment	<p>Increased housing stability</p> <p>How many people exited homelessness?</p> <p>How many people were able to stay housed?</p> <p>How many people were able to sustain/obtain affordable rental housing?</p> <p>How many people were able to sustain/obtain affordable home ownership?</p> <p>How many people increased/improved recreational or open space access?</p>
Education	<p>Increased student academic progress</p> <p>Increased student behavioral progress</p> <p>How many students showed academic growth?</p> <p>How many students promoted successfully?</p> <p>How many students showed growth in behavioral regulation?</p> <p>How many students showed growth in school attendance?</p> <p>How many students increased English Language skills?</p>
Community and Social Context	<p>How many children experienced a reduction in trauma symptoms?</p> <p>How many adults experienced a reduction in trauma/isolation/depressive symptoms?</p> <p>How many people increased awareness of domestic violence and sexual assault resources?</p> <p>How many people reported an increased sense of security? How many people obtained/maintained a safe living environment?</p>
Health Care	<p>Improved physical health</p> <p>Improved mental health</p> <p>How many people reduced symptoms of poor health?</p> <p>How many people reported increased mental health wellness?</p> <p>How many people accessed substance use treatment?</p> <p>How many people accessed preventative care?</p> <p>How many children became insured?</p> <p>How many adults became insured?</p>

The common outcomes(s) should be presented in the following format:

Impact Area	Common Outcome(s) to be measured	Target %	Target # people achieving the outcome	Total estimated # people served by the Activity	Metric used (survey, registration form, etc.)
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C. 13 How does the organization evaluate the outcomes and impact on the activity? Provide a summary of your evaluation system(s).

D. Client Information and Experience

Case Id: 11193

Name: Tam Test - 2025/26

Address: 401 N Elm, Denton, TX 75228

*Last modified by tamara.jones@cityofdenton.com on 2/5/2025
9:15 AM*

D. Client Data and Experience

Please provide the following information.

D.1.

Unduplicated: Please provide beneficiary numbers for proposed activities. CURRENT and NEXT FY projections are acceptable. City of Denton's FY is from October 1-September 30.

a.

Total Clients Served by Program	Last FY Activity	Current FY Activity	Next FY Activity
Persons			
Households			

b.

City of Denton Residents	Last FY Activity	Current FY Activity	Next FY Activity
Persons			
Households			

c. Does the proposed activity have or is it anticipated to have a waitlist?

d. If yes, how many people are currently on the waitlist and how will the organization plan to reduce the number of people on the waitlist?

D.2. Does the organization currently gather feedback from clients regarding the quality of services provided? Yes or No drop down- If select yes, then will need to answer D.3, if select no, then will need to answer D.4

D.3. If so, how has feedback been used to make changes in the program/organization?

D.4. If not, please explain how the organization will gather feedback and implement changes based on responses.

D.5. How does the organization ensure services are provided in the preferred language of applicants/clients?

Income Qualification and Demographics

Please provide the following information.

Qualifying Income Limits for Federally Assisted Programs			
Maximum Income Levels			
Household Size	Moderate Income (MI) 80%-50% AMI	Low Income (LI) 50%-30% AMI	Extremely Low Income (ELI) 30% AMI
1	\$41,101-\$65,700,	\$24,651-\$41,100	\$24,650 or below
2	\$46,951-\$75,100	\$28,201-\$49,950	\$28,200 or below
3	\$52,801-\$84,500	\$31,701-\$52,800	\$31,700 or below
4	\$58,651-\$93,850	\$35,201-\$58,650	\$35,200 or below
5	\$63,351-\$101,400	\$38,051-\$63,350	\$40,850 or below
6	\$68,051-\$108,900	\$40,851-\$68,050	\$40,850 or below
7	\$72,751-\$116,400	\$43,651-\$72,750	\$43,650 or below
8	\$77,451-\$123,900	\$46,501-\$77,450	\$46,500 or below

D.6 Using the chart above, indicate the estimated number of beneficiaries (City of Denton Residents) qualified in each income category for the proposed activity. Current and next FY projections are acceptable. (*For presumed

benefit, please only fill in the presumed benefit line and provide the description of qualifying category in Part H.1.b. below. To claim Presumed Benefit, it must be 100% of clients served.)

Income Category	LAST FY Activity	CURRENT FY Activity	NEXT FY Activity
>80%			
80%-65% Moderate			
65% -50% Low			
50%-30% Very-Low			
<30% Extremely-Low			
OR Presumed Benefit			

D.7 Please provide estimated demographic information for qualified beneficiaries (City of Denton Residents). HUD definitions of race and ethnicity can be found in this form: Race and Ethnic Data Collection Form ([hud.gov](https://www.hud.gov))

CURRENT and NEXT FY projections are acceptable. NOTE: The total number from the Ethnicity table should equal the number in the Race table.

ETHNICITY	LAST FY Activity	CURRENT FY Activity	NEXT FY Activity
Hispanic/Latino			
Not Hispanic/Latino			

RACE (as defined by HUD)	LAST FY Activity	CURRENT FY Activity	NEXT FY Activity
American Indian/Alaskan			
Asian			
African American			
Native Hawaiian/Public Islander			
White			
American Indian/Alaskan & White			
Asian & White			
African American & White			
Native American/Alaskan & Black			

Other Multiracial Designations			
Unknown/Undisclosed			

D.8

HEAD OF HOUSEHOLD	LAST FY Activity	CURRENT FY Activity	NEXT FY Activity
FEMALE HHS			
MALE HHS			

D.9 ELDERLY AND DISABLED

Elderly (62 years older)	Last FY	Current FY	Next FY
Disabled			

E. Revenue & Expenses

*Last modified by tamara.jones@cityofdenton.com on 1/8/2025
10:14 AM*

Case Id: 11193

Name: Tam Test - 2025/26

Address: 401 N Elm, Denton, TX 75228

E. Revenue & Expenses

Please provide the following information.

E.1. Please click [HERE](#) to download the Revenue and Expense Spreadsheet. Complete the sheet in its entirety and upload below.

☐ **Revenue and Expense Spreadsheet *Required**

***No files uploaded*

E.2. Does your agency receive more than \$1,000,000 in Federal Funds?
Dropdown, yes or no.

*Last modified by tamara.jones@cityofdenton.com on 1/8/2025
10:15 AM*

Case Id: 11193

Name: Tam Test - 2025/26

Address: 401 N Elm, Denton, TX 75228

F. – Agency and Board Capacity

Last modified by tamara.jones@cityofdenton.com on 1/8/2025
10:12 AM

Case Id: 11193

Name: Tam Test - 2025/26

Address: 401 N Elm, Denton, TX 75228

F. – Agency and Board Capacity

Please provide the following information.

Agency

F.1 Does the organization have experience managing local, state, and/or federal grants (\$25,000 or greater)?

Dropdown for Yes an No, if yes, please explain the experience of the organization managing grants.

F.2 What experience does the organization and staff have in providing the program/service? (Explanation box)

F.3. How many people does the agency/organization currently employ?

F.4 How many people are assigned to work with the proposed activity?

F.5 How many members of the organization's staff are past/current recipients of services?

F.6 How many volunteers does the organization utilize for the proposed activity?

F.7. How many of the organization's volunteers are past/current recipients of services?

F.8 Briefly describe in-kind donations and if or how they maximize the organization's financial capacity to provide services.

Board

F.9 How many board members provide Professional Services in place of Professional staff?

F.10 Does the agency/organization have an active Board of Directors? If so, upload Board Roster that includes members name, email address, contact information, and term.

If No, please explain the oversight body for the agency/organization.

F.11. Please provide explanation for any board members with tenure greater than 6 years

☐ F.12. CAPACITY- By checking this box, you affirm that this agency/department has adequate staff/volunteer capacity to meet the grant reporting requirements for monthly financial payment request, beneficiary reporting and performance reporting as well as regular reporting of all monitoring items including: Board Agendas, Minutes, Board Approved Balance Sheets, Board Approved Profit and Loss Statements and others as requested.

NOT APPLICABLE FOR CITY DEPARTMENTS

Next Section Housing Projects Application Only

G. Housing Project

Capacity

G.1 Describe your organization's capacity to implement the property project. Who will be involved in the project? (In-house employees, contractors, other agency partners, etc.)

G.2 List projects of similar size and type that your organization has completed.

Activity

G.3. Type of Housing Project (dropdown – New Construction, Renovation/Rehab, Acquisition/Redevelopment)

G.4 For renovation/rehabs or acquisitions/redevelopments, what year was the Unit built?

G.5. Type of Housing Unit (dropdown – Owner-occupied, Homebuyer, Rental)

G.6. For Housing Projects, check which specialty populations:

- ☐ Housing for Seniors
☐ Housing for Disabled

G.7. For Rental Projects: How do you plan to fund the operations and maintenance costs associated with this project? Are these funds available? If not, when will they be?

Timeline

G..

Provide a timeline for the project including milestone?

Planning/Development:

Bid Out:

Start Date:

Completion Date:

UNIFORM RELOCATION ASSISTANCE AND REAL PROPERTY ACQUISITION POLICIES ACT (URA)

G.. Does the project require temporary/permanent relocation of occupants?

Yes

No

If yes, this project is subject to the Uniform Relocation Assistance and Real Property Acquisition Policies Act (URA). Describe the relocation plans, including timetable and notifications to occupants.

Permits

G.10. Does the project require the issuance of a permit?

Yes

No

If Yes, provide a status on the permits.

State

Local

Federal

Environmental

G.11. Has the facility been abated for lead paint or asbestos?

Yes

No

G.12. Has a Phase I or Phase II environmental been completed for the property?

Yes

No

List any known hazards (e.g. asbestos, storage tanks - above or below ground)

Prior Expenditures

G.13. Are there any prior year grant funds remaining?

Yes

No

If Yes, provide the status of the following information.

Project	Year of Funding	Funding Remaining
---------	-----------------	-------------------

Case Id: 11193

Name: Tam Test - 2025/26

Address: 401 N Elm, Denton, TX 75228

Match

G.14. Can additional funding sources on this project or program be used at match by the City of Denton? If yes, provide a list of funding sources and amounts. (At least 25% match is required for Housing Projects.)

Funding Source	Amount
----------------	--------

Program Income

G.15. State the amount of program income expected to be derived from this project/program. List the sources and amounts of income. Describe how the program income will be used.

Expected Program Income	Sources of Income	Amount of Income
-------------------------	-------------------	------------------

NEXT SECTION PUBLIC FACILITY/IMPROVEMENTS APPLICATION ONLY

G. Public Improvements

No data saved

Case Id: 11184
Name: Test - 2025/26
Address: *No Address Assigned

G. Public Improvements

Please provide the following information.

Public Improvements

G.1. Describe the service area of the project

Upload service area map

☐ Service Area Map

**No files uploaded

Census Tract

G.2. List of Census tracts and block groups in the area. Include a low income percentage for each.

Tract	Low Income %
-------	--------------

Facility/Property Information

G.3. When was the facility built?

G.4. What type of project is it?

G.5. For Infrastructure Projects, check which type:

- ☐ Drainage Improvements
- ☐ Water/Sewer Improvements
- ☐ Street Improvements
- ☐ Street Lighting
- ☐ Sidewalk Improvements
- ☐ Accessibility Improvements

Environmental

G.6. Has the facility been abated for lead paint or asbestos?

G.7. Has a Phase I or Phase II environmental been completed for the property?

G.8. List any known hazards (e.g. asbestos, storage tanks -above or below ground)

G.9. Will the project include ground disturbance?

Timeline

G.10. Provide a timeline of the project, including a milestone for the following:

--	--

Permits

G.11. Does this project require the issuance of permits?

If Yes, provide a status on the permits.

--	--

Prior Expenditures

G.12. Are there any prior year grant funds remaining?

If Yes, provide the status of the following information

Name of Project	Year of Funding	Funding Remaining	Status of Project
-----------------	-----------------	-------------------	-------------------

H. Required Documents

Last modified by tamara.jones@cityofdenton.com on 1/8/2025
10:17 AM

Case Id: 11193

Name: Tam Test - 2025/26

Address: 401 N Elm, Denton, TX 75228

H. Required Documents

Please provide the following information: (NOT APPLICABLE TO CITY DEPARTMENTS)

ALL Applicants

Please click [HERE](#) to download Application Certification.

☐

App Certification ***Required**

***No files uploaded*

ALL Applicants except City of Denton Departments

☐

Most Current Audit (must be 2023 or newer)

***No files uploaded*

☐

IRS 990

***No files uploaded*

☐

Monitoring Reports for the past two fiscal years

***No files uploaded*

☐

Strategic Plan

***No files uploaded*

☐

YTD Profit/Loss Line Item Comparison – 12 months

***No files uploaded*

NEW APPLICANTS ONLY

☐

Articles of Incorporation

***No files uploaded*

☐

Bylaws

***No files uploaded*

☐ **Non-Profit Tax Status Certification (IRS Determination Letter)**

***No files uploaded*

☐ **Texas Secretary of State**

HOUSING AND PUBLIC FACILITY APPLICANTS ONLY

☐ **Proof of Pre-Application Conference Request Form (See 8b of Program Overview section. Check the 'Send me a copy of my responses' box when submitting the request on the Smartsheet form and upload here.)**

***No files uploaded*

Submit

Completed by tamara.jones@cityofdenton.com on 8/21/2025
11:59 AM

Case Id: 11193

Name: Tam Test - 2025/26

Address: 401 N Elm, Denton, TX 75228

Submit

Please complete

Signature certifies that the City of Denton Community Development Funding Application is:

☒ Completed using accurate organizational information

☒ Approved by the Board of Directors

Applicant's Signature

Admin Information

No data saved

Case Id: 11193

Name: Tam Test - 2025/26

Address: 401 N Elm, Denton, TX 75228

Admin Information

Please provide the following information.

PO Number

Score Summary

Case Id: 11193
Name: Tam Test

Reviewer: Tamara Jones

Score
0 out of 20
Status: Active

Last updated: 1/28/2025 12:40:21 PM

SECTION	POINTS AWARDED	AVAILABLE POINTS
Scoring.		
A. Experience and Organizational Capacity	0	6
B. Community Need and Impact	0	10
C. Financial Capacity	0	4
Total	0	20

Reviewer Notes:
Score Report

Case Id: 11193
Name: Tam Test

Reviewer: Tamara Jones

SCORING: CRITERIA: STRONG (2) SATISFACTORY (1) UNSATISFACTORY (0)	POINTS AWARDED	AVAILABLE POINTS
	N/A	N/A
Section Total	0	0

A. Experience and Organizational Capacity	Points Awarded	Available Points
Experience in proposed program F.2		2
<i>Strong (2) - The organization has strong experience and capacity to effectively manage the proposed program.</i> <i>Satisfactory (1) – The organization has some experience and capacity to effectively manage the proposed program.</i> <i>Unsatisfactory (0) - The organization has limited experience and capacity to effectively manage the proposed program.</i>		
Documented grant experience F.1		2
<i>Strong (2) - The organization has clearly described and demonstrated their experience managing grants.</i> <i>Satisfactory (1) – The organization has described their experience managing grants.</i> <i>Unsatisfactory (0) - The organization did not clearly define their grant experience in the proposed program.</i>		
Provides a plan to collect feedback and measure program outcomes C.13		2
<i>Strong (2) - The organization demonstrated experience collecting client feedback and measuring program outcomes.</i> <i>Satisfactory (1) – The organization provided a clear plan to collect client feedback and measure program outcomes.</i> <i>Unsatisfactory (0) - The organization does not have experience and did not provide a clear plan to collect feedback and measure program outcomes.</i>		
Total		6

B. Community Need and Impact	Points Awarded	Available Points
Applicants provide a clear description of program and implementation C.2		2
<i>Strong (2) - The organization provided a clear description of the program and implementation.</i> <i>Satisfactory (1) – The organization provided a description of the program and program implementation.</i> <i>Unsatisfactory (0) - The organization did not provide a description of the program and program implementation.</i>		
Applicants clearly define the community need and the impact. B.3a and B.3b		2
<i>Strong (2) - The organization clearly defined community need and the impact on the community.</i> <i>Satisfactory (1) – The organization defined community need and the impact on the community.</i> <i>Unsatisfactory (0) - The organization did not define community needs and the impact on the community.</i>		
Applicants are engaged with community partnerships to avoid duplication C.7		2
<i>Strong (2) - The organization provided a clear description in engaging with community partnerships to avoid duplication.</i> <i>Satisfactory (1) – The organization provided a description in engaging with community partnerships to avoid duplication.</i> <i>Unsatisfactory (0) - The organization did not provide a description of engaging with community partnerships to avoid duplication.</i>		
Applicants chose at least one common outcome tailored to program AND clearly defined unique outcomes (if applicable) C.12		2
<i>Strong (2) - The organization chose at least one common outcome, no more than four outcomes and clearly defined unique outcomes, if applicable.</i> <i>Satisfactory (1) – The organization chose at least one common outcome and defined unique outcomes, if applicable.</i> <i>Unsatisfactory (0) - The organization did not choose at least one common outcome and did not clearly define unique outcomes.</i>		
Applicants provided clear explanation of how funds will be used C.8-C.10		2
<i>Strong (2) - The organization provided a clear explanation of how funds will be used and included a cost allocation of the</i>		

proposed funding.

Satisfactory (1) – The organization provided a explanation of how funds will be used and included some of the cost allocation of the proposed funding.

Unsatisfactory (0) - The organization did not provide an explanation of how funds will be used and did not include a cost allocation of the proposed funding.

Total		10
-------	--	----

C. Financial Capacity		
Clear plan for continuation of program with partial grant funds or no City funding and include sources that will replace grant funds C.11		2
<i>Strong (2) - The organization provided a clear plan to continue the program with partial grant funds or without grant funds and provided resources that will replace grant funds.</i> <i>Satisfactory (1) – The organization provided a plan to continue the program with partial funds or without grant funds and provided some resources that will replace grant funds.</i> <i>Unsatisfactory (0) - The organization did not provide a plan to continue the program with partial grant funds or without grant funds and did not provide resources to replace grant funds.</i>		
Program utilizes other available funding resources to provide effective and meaningful programs to eligible clients (Section F)		2
<i>Strong (2) - The organization provided resources of available funding to effectively manage the program to eligible clients</i> <i>Satisfactory (1) – The organization provided a limited resources of available funding to effectively manage the program to eligible clients.</i> <i>Unsatisfactory (0) - The organization did not provide resources of available funding to effectively manage the program to eligible clients.</i>		
Total		4
Overall Total		20



City of Denton

City Hall
215 E. McKinney Street
Denton, Texas
www.cityofdenton.com

AGENDA INFORMATION SHEET

DEPARTMENT: Community Services

CM/ DCM/ ACM: Christine Taylor, Assistant City Manager

DATE: October 10, 2025

SUBJECT

Receive a report and hold a discussion regarding 2024-2025 Community Development Grant program agency expenditures and performance measures.

STRATEGIC ALIGNMENT

This action supports Key Focus Area: Foster Economic Opportunity and Affordability.

BACKGROUND

The Community Services Advisory Committee (CSAC) provides a critical role in funding recommendations for applicants applying for the Community Development Grant Program. For the 2024-2025 year, a total of \$1,438,393 of Community Development Grant Program funds were awarded to twenty-three agencies. These agencies provide a broad range of services that align with the City's 2023-2027 Consolidated Plan (ConPlan) and address critical community needs.

Throughout the City's fiscal year (October 1 through September 30), grant-funded agencies are required to submit documentation of eligible expenditures for reimbursement along with performance measures that demonstrate the impact and effectiveness of services provided to Denton residents. Performance data submitted by agencies is used to monitor compliance, measure outcomes, and inform future funding decisions.

The August 2025 Monthly Performance and Financial Report for Community Development Grant Programs is provided for committee review and discussion.

EXHIBITS

Exhibit 1 – Agenda Information Sheet

Exhibit 2 – August 2025 Monthly Report

Respectfully submitted:
Jesse Kent
Director of Community Services

Prepared by:
Tamara Jones
Grants Program Coordinator

Luisa Garcia
Community Development Manager



2024/25 PERFORMANCE AND FINANCIAL MONTHLY REPORT (10/1/24 - 9/30/25)

YTD AUGUST 31, 2025 - 11 MONTH REPORT

Funding Source	Funding Year	Type of Contract	Agency	Description	FINANCIAL DATA					PERFORMANCE DATA													REPORTING DATA		MONITORING COMPLIANCE		STATUS OF ACTIVITY	
					Prior Year Balance	Award Amount	YTD Exp	Balance	% Expended	Client Goal	Clients Served	%	Presumed Benefit	Middle Income	Mod Income	Low Income	Ext Low Income	% Low/ Mod	FHH Total	DISABLED HH	SENIOR HH	Current	Last Draw Request	Last/Next Monitor	Type	Comments		
HUMAN SERVICES ACTIVITIES - People Served																												
GF	2024/25	Single Year	CASA of Denton County Inc.	Court Advocacy	\$0	\$ 30,000.00	\$ 27,500.00	\$2,500	92%	190	207	109%	207	0	0	0	0	100%	113	0	N/A	Yes	August	Monitored 2022/23	Desk	Expenditures on Target		
GF	2024/25	Single Year	Children's Advocacy Center for North Texas Inc	Child Advocacy	\$0	\$ 25,000.00	\$ 22,916.63	\$2,083	92%	113	469	415%	469	0	0	0	0	100%	32	27	N/A	Yes	August	Monitored 2022/23	Desk	Expenditures on Target		
GF	2024/25	Single Year	Communities In Schools of North Texas, Inc.	Dropout Prevention	\$0	\$ 25,000.00	\$ 25,000.00	\$0	100%	670	786	117%	0	198	77	188	323	75%	298	18	N/A	Yes	August	Scheduled 2024/25	Full	Expenditures above Target		
GF	2024/25	Single Year	Cumberland Youth and Family Services	Community Counseling Program	\$0	\$ 15,000.00	\$ 14,860.99	\$139	99%	20	114	570%	0	6	9	47	52	95%	0	0	N/A	Yes	August	Scheduled 2024/25	Full	Expenditures above Target		
GF	2024/25	Single Year	Denton Christian Preschool	Early Childhood Education	\$0	\$ 30,000.00	\$ 28,330.43	\$1,670	94%	60	42	70%	0	9	16	10	16	100%	13	0	N/A	Yes	August	Monitored 2023/24	Full	Expenditures above Target		
GF	2024/25	Single Year	Paisley Street Daycare (formerly Denton City County Day School)	Early Childhood Education	\$0	\$ 10,000.00	\$ 6,799.30	\$3,201	68%	58	59	102%	0	6	9	20	23	88%	36	0	N/A	No	July	Scheduled 2024/25	Full	Expenditures below Target. June and Aug draws are late.		
CDBG	2024/25	Single Year	Denton County Friends of the Family, Inc.	Shelter for Survivors of Domestic Violence and Sexual Assault	\$0	\$ 40,000.00	\$ 37,846.19	\$2,154	95%	180	229	127%	229	0	0	0	0	100%	32	3	N/A	Yes	August	Monitored 2022/23	Desk	Expenditures above Target		
GF	2024/25	Single Year	Giving Grace	Case management/Daycare assistance/ Counseling	\$0	\$ 40,000.00	\$ 29,729.89	\$10,270	74%	4	13	325%	0	0	0	2	11	100%	10	2	N/A	Yes	August	Monitored 2022/23	Desk	Expenditures below Target. Amendment was approved to be able to fully expend in Sept.		
CDBG	2024/25	Single Year	Health Services of North Texas, Inc.	Healthcare Services	\$0	\$ 50,000.00	\$ 46,166.67	\$3,833	92%	200	233	117%	0	0	0	0	231	99%	31	5	N/A	Yes	August	Scheduled 2024/25	Desk	Expenditures on Target		
GF	2024/25	Single Year	Denton County MHMR Center	LOSS Coordinator - Suicide Survivor Support	\$0	\$ 28,000.00	\$ 25,714.18	\$2,286	92%	24	58	242%	0	0	0	0	0	0%	0	0	N/A	Yes	August	Monitored 2023/24	Desk	Expenditures on Target		
GF	2024/25	Single Year	North Texas Solutions for Recovery, Inc.	Substance Use Case Management	\$0	\$ 45,000.00	\$ 25,130.00	\$19,870	56%	210	869	414%	0	13	22	66	762	98%	0	869	N/A	Yes	April	Monitored 2022/23	Desk	Agency closed in April 2025		
GF	2024/25	Single Year	Opening Doors International Services, Inc.	Immigration services	\$0	\$ 15,000.00	\$ 11,775.00	\$3,225	79%	179	144	80%	0	28	31	51	34	81%	38	20	N/A	Yes	August	Monitored 2022/23	Full	Expenditures below Target		
GF	2024/25	Single Year	Our Daily Bread, Inc.	Case management and security	\$0	\$ 39,134.00	\$ 34,723.23	\$4,411	89%	1350	840	62%	840	0	0	0	0	100%	214	269	N/A	Yes	August	Monitored 2023/24	Full	Expenditures on Target		
CDBG	2024/25	Single Year	PARD Summer Camp	Kids Summer Camp	\$0	\$ 45,000.00	\$ 45,000.00	\$0	100%	90	54	60%	0	0	11	25	18	100%	48	6	N/A	Yes	August	Monitored 2022/23	Desk	Expenditures above Target		
GF	2024/25	Single Year	PediPlace	Healthcare Services	\$0	\$ 30,000.00	\$ 27,500.00	\$2,500	92%	613	595	97%	0	102	71	150	265	82%	0	7	N/A	Yes	August	Monitored 2022/23	Full	Expenditures on Target		
CDBG	2024/25	Single Year	SPAN	Meals for Seniors	\$0	\$ 25,500.00	\$ 23,375.00	\$2,125	92%	410	265	65%	0	16	33	81	135	94%	107	88	N/A	Yes	August	Monitored 2023/24	Desk	Expenditures on Target		
GF	2024/25	Single Year	The Salvation Army, a G.A. Corp. - Denton	Kitchen and Food Pantry	\$0	\$ 30,000.00	\$ 26,846.49	\$3,154	89%	1800	1987	110%	0	2	17	86	1882	100%	406	323	N/A	Yes	August	Monitored 2022/23	Desk	Expenditures on Target		
TOTAL			17 Agreement		\$0	\$ 522,634.00	\$ 459,214.00	\$ 63,420.00	88%	6171	6964	113%	1745	380	296	726	3752	94%	1378	1637	0					Overall Expenditures on Target		
HOUSING ACTIVITIES (Completed Project Only - Additional data on Ongoing project in program tab.) - Housing Units Completed																												
CDBG/HOM E	MY	Multi-year	City of Denton - Homebuyer Assistance Program	Down payment and closing costs assistance	\$241,185	\$0	\$216,128	\$25,057	90%	4	4	100%	0	0	4	0	0	100%	0	0	0	N/A	N/A	Ongoing	N/A	Expenditures on Target.		
CDBG	MY	Multi-year	City of Denton - Minor Repair Program	Assistance with minor repairs	\$54,680	\$340,413	\$361,560	\$33,534	92%	34	39	115%	0	0	0	0	0	0%	0	0	0	N/A	N/A	Ongoing	N/A	Expenditures on Target.		
CDBG/GF	MY	Multi-year	City of Denton - Rental Repair Program	Repair of rental units	\$0	\$100,000	\$ 24,400.00	\$75,600	24%	8	2	25%	0	0	0	2	0	100%	1	1	1	N/A	N/A	Ongoing	N/A	Expenditures behind Target.		
GF	2023	Single Year	City of Denton - Development Fee Grant	Assistance with development fees	\$0	\$325,000	\$ -	\$325,000	0%	0	0	0%	0	0	0	0	0	0%	0	0	0	N/A	N/A	Ongoing	N/A	Expenditure behind Target. Received one additional call and expecting an application soon.		
HOME	2022	Multi-year	Habitat for Humanity	New construction	\$0	\$253,527	\$ -	\$253,527	0%	4	0	0%	0	0	0	0	0	0%	0	0	0	N/A	N/A	Ongoing	N/A	Public improvements have began. Building permit for first lot has been issued. Staff completing training for new Director and Construction Manager.		
HOME	2023	Multi-year	Habitat for Humanity	New construction	\$0	\$309,351	\$ -	\$309,351	0%	4	0	0%	0	0	0	0	0	0%	0	0	0	N/A	N/A	Ongoing	N/A			
CDBG	2024	Multi-year	Habitat for Humanity	Assistance with minor repairs	\$0	\$45,946	\$ -	\$45,946	0%	4	0	0%	0	0	0	0	0	0%	0	0	0	N/A	N/A	Ongoing	N/A	Staff working on 4 draw requests.		
TOTALS			3 Agreements & 4 City Programs		\$295,865	\$1,374,237	\$602,087	\$1,068,015	44%	58	45	140%	0	0	0	2	0	4%	1	1	1							
PUBLIC FACILITY IMPROVEMENTS - People Served																												
CDBG	2021/2024	Multi-year	DCFOF - Justice Center	Pre-development costs		\$402,327	\$386,993	\$15,334	96%	88	0	0%	0	0	0	0	0	0%	0	0	0	N/A	N/A	Ongoing	N/A	Expenditures above Target. Groundbreaking is scheduled for 10/27.		
CDBG	2024	Multi-year	Interfaith Ministries Demolition Project	Demolition of substandard building		\$35,000	\$0	\$35,000	0%	N/A	0	0%										N/A	N/A	Ongoing	N/A	Project is on target to begin 9/15 and will be completed by 9/19.		
CDBG	2024	Multi-year	Carl Young Park Improvements	Park improvements		\$145,000	\$0	\$145,000	0%	1770	0	0%										N/A	N/A	Ongoing	N/A	The project is 90% complete and will be completed by 9/30/25.		
CDBG	2024	Multi-year	Denia Park Improvements	Park improvements		\$105,000	\$0	\$105,000	0%	5865	0	0%										N/A	N/A	Ongoing	N/A	The project is 60% complete and will be completed by 10/31/25.		
TOTALS			2 Agreement & 2 City Project		\$0	\$687,327	\$386,993	\$300,334	56%	7723	0	0%	0	0	0	0	0	0%	0	0	0							

KEY:

Presumed Benefit (Number of people presumed to be low/moderate income - abused children, battered spouses, elderly persons, severely disabled adults, homeless persons, illiterate adults, persons living with AIDS/HIV, and migrant farm workers); FHH (Female Head of Household); Disabled HH (Number of households with disabilities); Senior HH (number of households with members age 62 and older)



AGENDA INFORMATION SHEET

DEPARTMENT: Community Services

CM/ DCM/ ACM: Christine Taylor, ACM

DATE: October 10, 2025

SUBJECT

Receive a report regarding the status of the substantial amendment for HOME Investment Partnership (HOME) and HOME Investment Partnership Program American Rescue Plan (HOME-ARP) funds.

STRATEGIC ALIGNMENT This action supports Key Focus Area: Foster Economic Opportunity and Affordability.

BACKGROUND

During the [July meeting \(linked\)](#), the Community Services Advisory Committee (CSAC) provided direction to allocate unprogrammed HOME Investment Partnership (HOME) funds for Tenant Based Rental Assistance (TBRA) to supplement HOME Investment Partnership Program American Rescue Plan (HOME-ARP) funds and extend the term of the program past April 2026. Staff have initiated the process to complete the substantial amendments to allocate the unprogrammed HOME funds to the TBRA program.

An ad for the Substantial Amendment was posted in the Denton Record Chronicle on Sunday, August 31, 2025, providing a summary of the amendments and notice of a 30-day comment period from September 1 through 30. A summary of the amendment was also posted on the Community Development webpage and sent via email to community members, previous housing program clients, committee members, local churches, participating lenders and realtors, neighborhood associations, and social services agencies. Two comments were received during the comment period.

Procurement requirements for HOME funds allow current TBRA agreements with Our Daily Bread and Giving Grace to be amended to change the scope, add new funding sources, and modify the terms. Below is a proposed timeline for allocation of the unprogrammed HOME funding for TBRA program. Due to the federal government shutdown, HUD review and approval may delay the estimated timeline.

Estimated Timeline for Allocation and Award of Unprogrammed HOME funds for TBRA

Activity	Date
30-day Comment Period	September 1 to 30
Substantial Amendment Approval – City Council	November 18, 2025
Submit Substantial Amendments to HUD	November 21, 2025
HUD Review and Approval	November/December 2025
HOME/HOME-ARP Agreements/Amendments to City Council	December 2025

EXHIBITS

Exhibit 1 – Agenda Information Sheet

Respectfully submitted:

Jesse Kent

Director of Community Services

Prepared by:

Courtney Douangdara

Deputy Director of Community Services

Luisa Garcia

Community Development Manager