


## City of Alexandria, Virginia

## MEMORANDUM

DATE: MAY 22, 2008

TO: THE HONORABLE MAYOR AND MEMBERS OF CITY COUNCIL

FROM: JAMES HARTMANN, CITY MANAGER 

SUBJECT: SUBMISSION OF GRANT APPLICATION TO THE VIRGINIA DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT FOR THE OFFICE ON WOMEN'S DOMESTIC VIOLENCE PROGRAM

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**ISSUE:** City Council consideration of a grant application to the Virginia Department of Housing and Community Development (DHCD) for Shelter Improvement Grant funding for the Domestic Violence Program/Battered Women's Shelter

**RECOMMENDATION:** That City Council authorize the City Manager to:

- (1) Submit the grant application to the Virginia Department of Housing and Community Development for funding.
- (2) Execute all documents that may be required.

It should be noted the grant application was received by the Office on Women via email on May 16, 2008. Availability of these funds has been uncertain throughout this fiscal year due to state funding cutbacks. The Virginia Department of Housing and Community Development will review and process applications on a first come first served basis, but all applications must be received no later than Friday, June 13, 2008.

**BACKGROUND:** This funding will provide for much-needed repairs to the Battered Women's Shelter, a 17-bed facility operated by the Office on Women. The Shelter is located in a 60 year-old house that was renovated and expanded in 1980 to be used as a shelter. The grant funds provide the opportunity for much needed renovations.

Shelter Improvement Grants are funded through an appropriation from the Virginia General Assembly and administered by the Virginia Department of Housing and Community Development (DHCD). The purpose of this allotment of funds is to help ensure safe and decent emergency and transitional housing facilities serving homeless individuals and/or families in the Commonwealth. Eligible applicants for the Shelter Improvement Grant are local governments

and nonprofit organizations currently funded by the State Shelter Grant providing emergency shelter or transitional housing to homeless individuals and/or families in Virginia.

**DISCUSSION:** If grant funds are awarded various improvements would be made at the Battered Women's Shelter. Energy efficient upgrades include a 75 gallon gas water heater, an Energy Star refrigerator, a laundry tub and furnace and air conditioning system on the second floor. Structural repairs include flooring in the laundry room, replacement of a shower stall and plumbing and kitchen countertops. A security alarm would also be installed as part of a mechanical systems upgrade. The total cost of improvements is estimated to be \$50,000.

All rehabilitation or repair work must meet or exceed state and local building code standards and must pass all applicable inspections.

**GRANT PERIOD:** Rehabilitation projects must be completed within six months of the grant award.

**FISCAL IMPACT:** To apply for this grant of \$50,000 the City must provide a 25% match of \$12,500 in either in-kind services or a cash match. The City's match will be in the form of City in-kind services provided as part of the renovation.

In addition, the City is responsible for the normal administrative costs associated with this grant. These costs include financial and reporting oversight provided by the Office on Women, General Services, the Office of Management and Budget and the Finance Department. It should be noted that there are no monies available in the City budget to continue these activities once the grant funds are expended. There are no positions associated with this project.

**ATTACHMENTS:** None. The grant application may be reviewed in the Office of Management and Budget, Room 3600, City Hall, during normal business hours.

**STAFF:**

Lisa Baker, Director, Office on Women  
Claire Dunn, Coordinator, Domestic Violence Program  
Elisabeth Wheel, Budget Analyst, OMB  
Bruce Johnson, Director, OMB