

# City of Topeka COVID Assistance Programs (Federal \$)

January 31, 2021

Planning & Development  
Housing Services Division



## Small Business Grants Program

### Purpose:

The Small Business Grant Program provides operating assistance to business owners employing 1-25 persons as of 3/1/20 to keep residents employed as a result of the COVID-19 pandemic. Source of the funds is HUD's Community Development Block Grant (CDBG -CV) program and therefore businesses must be owned or employ low-moderate income persons. The applicant can apply up to \$20,000 in assistance for eligible expenses that occurred after 3/17/20 including:

- Payroll
- Rent/Mortgage
- Utilities
- Loss of Inventory
- COVID Related Purchases

Applications will be accepted continuously until funding has been depleted. Applicants will have until October 20, 2021 to use the grant funds. Minority and Women owned businesses will receive priority in the selection process, and 25% of the total grant allocation will be set aside for MBE/WBE businesses. Grants can't duplicate funding requested and received through other federal sources or programs.

### Small Business Grants Program Applications:

|                           |    |
|---------------------------|----|
| Applications Received     | 46 |
| Applications Approved     | 23 |
| In Reimbursement Process  | 16 |
| Complete                  | 7  |
| Applications Declined     | 16 |
| Incomplete                | 7  |
| Applications in Process   |    |
| Approved MBE/WBE business | 19 |

### Notes:

Applications were accepted beginning 10/1/20. 28% of the funds have been committed and expensed. 83% are minority or woman owned businesses. The average grant for approved applications is \$12,486. Reasons for denial include not meeting income requirements, landlords wanting rent money, not in City limits, non-local chain etc.

| Small Business Grants      | Paid     | Committed | Uncommitted | Grant Amt   |
|----------------------------|----------|-----------|-------------|-------------|
| <b>TOTAL</b>               | \$92,021 | \$287,179 | \$981,878   | \$1,361,078 |
| <b>Percentage of Total</b> | 7%       | 21%       | 72%         | 100%        |

## Basic Needs Assistance Program

### Purpose:

Operation COVID-19 Basic Needs Assistance Program is a foreclosure/eviction mitigation and utility prevention shut-off program created by the City of Topeka and administered by the Community Resources Council (CRC). \$1.5 million in CARES Act funds is available to qualified applicants to help cover expenses and help keep people housed and with utilities. The program is by appointment only. Applicants must be city residents, have Covid-related outstanding bills after March, 2020, and match no more than 100% of area median income.

### COVID-19 Basic Needs Program Payments To:

|                             | Amount Paid |
|-----------------------------|-------------|
| City of Topeka - Water & WW | \$33,070    |
| Internet Service            | \$8,867     |
| Landlord/Mortgage Company   | \$225,407   |
| Energy                      | \$89,187    |
| Kansas Gas Service          | \$39,079    |

| COVID Basic Needs Program  | Paid      | Committed | Uncommitted | Grant Amt   |
|----------------------------|-----------|-----------|-------------|-------------|
| <b>TOTAL</b>               | \$427,259 | \$0       | \$952,741   | \$1,380,000 |
| <b>Percentage of Total</b> | 31%       | 0%        | 69%         | 100%        |

### COVID-19 Basic Needs Program Applications:

|                            |     |
|----------------------------|-----|
| Applications Approved      | 177 |
| Files Waiting Verification | 10  |
| Applications Declined      | 30  |
| Appointments Scheduled     | 448 |
| No-Show Appointments       | 162 |
| Appointment Days           | 32  |
| # of Rescheduled Clients   | 28  |

### Notes:

Applications were accepted beginning 12/1/20. 31% of the funds have been committed and expensed in the first month, with invoices due shortly. The vendor is seeing a high number of no-shows and has started calling people before their appointment.

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## Homeless Emergency Solutions Grant (HESG)

Homeless Emergency Solutions Grant (HESG) is a competitive grant process that agencies can apply for each year. The Continuum of Care approves the selection of the sub-recipients. HESG can only be spent for Rapid-Rehousing, Homeless Prevention, Homeless Management Information System and Shelter Operations. HESG is funded by HUD. The City was awarded nearly \$1.9M of HESG for COVID-19 related expenses (HESG-CV) to prevent homelessness in 2020.

| HESG-CV                         | Paid             | Committed  | Uncommitted        | Grant Amt          |
|---------------------------------|------------------|------------|--------------------|--------------------|
| <b>Homeless Prevention (HP)</b> | <b>\$11,420</b>  | <b>\$0</b> | <b>\$315,711</b>   | <b>\$327,131</b>   |
| Catholic Charities              | \$0              | \$0        | \$35,000           | \$35,000           |
| Community Action                | \$0              | \$0        | \$135,000          | \$135,000          |
| Doorstep                        | \$1,575          | \$0        | \$83,825           | \$85,400           |
| COT Water Assistance            | \$9,845          | \$0        | \$61,886           | \$71,731           |
| <b>Shelter Operations</b>       | <b>\$300,975</b> | <b>\$0</b> | <b>\$671,273</b>   | <b>\$972,248</b>   |
| Topeka Rescue Mission           | \$160,192        | \$0        | \$244,808          | \$405,000          |
| YWCA                            | \$140,783        | \$0        | \$426,465          | \$567,248          |
| <b>Rapid Rehousing (RR)</b>     | <b>\$11,289</b>  | <b>\$0</b> | <b>\$574,089</b>   | <b>\$585,378</b>   |
| Catholic Charities              | \$0              | \$0        | \$15,000           | \$15,000           |
| Community Action                | \$0              | \$0        | \$90,000           | \$90,000           |
| Doorstep                        | \$11,289         | \$0        | \$74,089           | \$85,378           |
| Topeka Rescue Mission           | \$0              | \$0        | \$395,000          | \$395,000          |
| <b>Total HESG-CV</b>            | <b>\$323,683</b> | <b>\$0</b> | <b>\$1,561,074</b> | <b>\$1,884,757</b> |
| Percentage of Total             | 17%              | -          | 83%                | 100%               |

### HESG

### Number Assisted:

|                                |     |
|--------------------------------|-----|
| Households Assisted (HP/RRH)   | 48  |
| Children Assisted (HP/RRH)     | 72  |
| Adults Assisted (HP/RRH)       | 78  |
| Unduplicated People in Shelter | 591 |

### Notes:

Agencies are expected to invoice the division within weeks of report. Agencies were instructed to spend their 2019 HESG money first because the 2 year timeframe was near. The 2019 funds are expended and agencies can now use their 2020 HESG and the HESG-CV funds.

**Covid Testing Unit Grant** - \$166,389 (paid = \$0)