



## HARRIS COUNTY, TEXAS COMMUNITY SERVICES DEPARTMENT

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**Adrienne M. Holloway, Ph.D.**  
*Executive Director*

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May 27, 2021

County Judge Hidalgo and  
Commissioners Ellis, Garcia,  
Ramsey and Cagle

### ***AGENDA LETTER***

Please consider the following item on the Commissioners Court Agenda for June 8, 2021:

Request for authorization for Budget Management and the Auditor's Office to transfer \$1.6 million in temporary budget in the HUD entitlement projects to discretionary and required match.

Sincerely,

DocuSigned by:

*Adrienne Holloway*

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Adrienne M. Holloway, Ph.D.  
Executive Director

AH/cba/gg

## **HARRIS COUNTY COMMUNITY SERVICES DEPARTMENT EXECUTIVE SUMMARY**

**June 8, 2021**

Each year, the Harris County Community Services Department (CSD), a “Participating Jurisdiction” as an Entitlement Community of CDBG funding, receives an award from the U.S. Department of Housing and Urban Development (HUD). HUD regulations allow from 10% to 20% of the annual award to be utilized for administering the programs. CSD also receives Federal Transit Administration (FTA) grant funds that require local match.

The cost of administering federally funded programs in excess of the amounts provided by the agency is defined as “Discretionary Match”. Required match is defined as the amount of funds the County is required by contract or applicable laws and regulations with the granting agencies to expend on a grant program.

On January 26, 2021 Commissioners Court approved the temporary transfer of \$1.6 million in FY 2020-21 general funds in order for CSD to operate its HUD entitlement programs until the HUD grant award was received. In accordance with existing discretionary and required match procedures prescribed by Section G.7 of the Harris County Auditor’s Office, CSD requests that Commissioners Court approve a transfer of the previously mentioned \$1.6 million temporary transfer to discretionary and required match. The funds will be allocated as follows: \$750,000 for CDBG, \$91,442 for HOME, \$175,000 for ESG, \$83,558 required for City of Houston ESG, and \$500,000 in required match allocated to the FTA Section 5307 grant programs.