



**Date:** September 16, 2014

**To:** Thomas J. Bonfield, City Manager  
**Through:** Keith Chadwell, Deputy City Manager  
**From:** Reginald J. Johnson, Director  
Department of Community Development  
**Subject:** Urban Ministries of Durham, Inc.  
2014-2015 CDBG Grant Contract for Meals at the Community Kitchen

**Executive Summary**

On May 5, 2014, City Council approved the FY 2014-2015 Annual Action Plan for the use of CDBG, HOME, ESG and General Funds Inc. This Action Plan included a grant of Community Development Block Grant (CDBG) funds in the amount of \$80,000.00 to Urban Ministries of Durham, Inc. in support of their Community Kitchen. Urban Ministries of Durham's Community Kitchen provides meals to Community Shelter residents and individuals in the community in need of this type of assistance with an average of 220,000 meals served annually.

**Recommendation**

The Department of Community Development recommends City Council authorize the expenditure of \$80,000.00 in CDBG funds and authorize the City Manager to execute a Subrecipient Contract with Urban Ministries of Durham, Inc. for support of their Community Kitchen.

**Background**

For the past thirteen years, Urban Ministries of Durham has operated a Community Kitchen that provides three nutritious meals daily, seven days a week, to shelter residents and individuals affected by poverty in the Durham community. Costs are minimal as the result of dedicated volunteers who provide the majority of the labor. The bulk of the food served is donated by individuals, businesses, and organizations. The food preparation and service is coordinated by Urban Ministries' full time chef and kitchen manager. An average of 600 meals daily is served through the Community Kitchen.

**Issues/Analysis**

Based upon the results of the most recent Point in Time count conducted in January, 2014, there were 758 sheltered homeless individuals in Durham, which included 108 children. In the fiscal year ending June 2013, Urban Ministries provided emergency shelter to 999 homeless individuals. Because this number has continued to rise over the years, Urban Ministries of Durham projects a need to expand from serving 7,500 meals per month in FY 2013-2014 to 8,000 meals per month in FY 2014-2015 to accommodate a total of 975 homeless shelter residents.

**Alternatives**

The Council may elect not to authorize the execution of this contract and/or not to approve the amount allocated, in which case Urban Ministries would be unable to effectively assist shelter clients and others in the community with no other means of meeting their basic need for nutrition.

**Financial Impacts**

CDBG funds are budgeted and available for this project. There will be no impact on the General Fund.

**SDBE Summary**

SDBE requirements do not apply.

**Attachment**

Subrecipient Contract