

Department of Commerce Hosts General Administrators' Certification



The month of March 2013 was busy for the Kansas Department of Commerce. This was the year for the General Administrators Certification Training; it was held March 11-15 in Topeka. This training is only offered every two years. The 2013 training had 23 registrants traveling from across Kansas with three from Missouri. A high school senior spent his spring break attending certification training. Community Development Block Grant (CDBG) Coordinator Debbie Beck, KAN STEP Manager Salih Doughramaji, CDBG Western Kansas Field Representative Linda Hunsicker, and Business and Community Development staff Terry Marlin and Leann Thurman conducted the training. A “complete schooling” of all the requirements to become a good grant administrator was given during the first four days of the training. Topics covered included how to properly conduct a low- and moderate-income survey, how to prepare and submit a grant application, how to conduct an environmental review and how to closeout a grant. Testing was conducted on March 15; all registrants passed the course.

Grant application workshop

The Ramada Inn at Hutchison was the location for a two-day Community Development Block Grant Application Workshop, April 17-18. This workshop was different from previous Commerce workshops, as this workshop was two days and the workshop was a “101” on writing applications for the Kansas Department of Commerce CDBG fundings. All coordinators felt there was a need for some “refresher training”. Some of the topics covered include eligible and ineligible projects and applicants, conducting LMI surveys and public hearings, preliminary engineering and architectural reports, user rates for water and wastewater, and writing narratives and statements of assurances and certifications. CDBG Director Debbie Beck noted that the workshop was very well attended by both cities, counties, consultants and engineers. Thursday’s workshop consisted of Coordinators Salih Doughramaji (KAN STEP), Linda Hunsicker (Housing) and Terry Marlin (Economic Development); all presented separate question and answer sessions.

The purpose of the CDBG program is to develop viable communities by providing adequate and affordable housing, suitable living environments and expand economic opportunities, particularly for persons of low and moderate income. The Business and Community Development Division of the Department administers the CDBG Program in the non-metropolitan areas of the state.

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2013 Awards

The Kansas Community Development Block Grant program recently awarded 27 Kansas communities that will share a total of \$9,732,596 in federal grants. Twelve of the projects are for water or wastewater system improvements, five are for housing, and ten are for community facilities. Three cities will

receive a total of \$662,193 for Economic Development/downtown commercial rehabilitation projects.

Upcoming deadlines for applications to Department of Commerce programs:

- ◆ August 15: KAN STEP Projects
- ◆ August 29: Housing Projects
- ◆ September 26: Water or Wastewater Projects
- ◆ October 31: Community Facility Projects

Details for all awards and application guidelines can be found on the Kansas Dept. of Commerce Web site at www.kansascommerce.com/cdbg.



Newly certified grant administrators from the 2013 bi-annual training are: Front Row L-R: Megan Carroll, Shelley Bradbury, Susan Jagerson, Angela Lange, Cathy Holthaus, Marie Hawkins. Back Row L-R: Rita Clary, Scott Moore, Jeff Adams, Steve Duryea, Phil Fishburn, Casey Tillman.