



City of Norman, OK

Municipal Building
Council Chambers
201 West Gray
Norman, OK 73069

Master

File Number: K-1415-65

File ID: K-1415-65

Type: Contract

Status: Consent Item

Version: 1

Reference: Item No. 36

In Control: City Council

Department: Planning and
Community
Development
Department

Cost: \$17,000.00

File Created: 10/10/2014

File Name: SVSC Contract with CSBI

Final Action:

Title: CONSIDERATION OF A RECOMMENDATION FROM THE SOCIAL AND VOLUNTARY SERVICES COMMISSION TO APPROVE A REQUEST FOR FUNDING IN THE AMOUNT OF \$17,000 AND ENTER INTO CONTRACT NO. K-1415-65 WITH COMMUNITY SERVICES BUILDING, INC., AND ADOPT PROJECT AGENT RESOLUTION NO. R-1415-41.

Notes: ACTION TAKEN: Motion to approve or reject the recommendation from the Social and Voluntary Services Commission to fund a request in the amount of \$17,000 from Community Services Building, Inc., and Contract No. K-1415-65; and, if approved, authorize the execution thereof and direct payment in the amount of \$17,000 to Community Services Building, Inc.

ACTION TAKEN: _____

Agenda Date: 10/28/2014

Agenda Number: 36

Attachments: Narrative on Agencies.pdf, K-1415-65 with CSBI,
CSBI FYE 2015 App, R-1415-41.pdf, CSBI Req
10-14

Project Manager: Linda Price, Revitalization Manager

Entered by: linda.price@normanok.gov

Effective Date:

History of Legislative File

Ver- sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
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Text of Legislative File K-1415-65

Body

BACKGROUND: Funding for social service agencies of \$150,000 was established in the Fiscal Year 2014-2015 City of Norman budget adopted on June 10, 2014. Interested agencies were required to submit an application that required information regarding the overall mission of the agency, specific project for which funding was being requested, financial information including budget summary and projected budget, copy of most recent audit and copy of IRS tax exempt status letter. The application also required a list of the current board members and staff members of the agency.

Agency project funding will be on a reimbursement basis. Payment will be made as invoices with appropriate documentation of project execution and receipts are received.

DISCUSSION: On September 22, 2014, the Social and Voluntary Services Commission (SVSC) heard presentations from 21 social service agencies who had submitted applications for funding. The Commission held a subsequent meeting on September 29, 2014 to discuss the applications received and to determine their funding recommendations.

After consideration of the applicants, the SVSC Commission determined that 19 of the agencies would be recommended for funding to the Norman City Council at the October 28, 2014 meeting (see attached spreadsheet). Each of these agencies, if funded, will be visited a minimum of once during the fiscal year by Commission members. The members will visit each workplace and meet with agency staff. They inquire about future trends, what special challenges are ahead for the organization and how partnerships with others doing work in this field can be established. They evaluate and form an overall impression of the organization as well as determine contract compliance.

Community Services Building, Inc., founded in 1995 is a 501(c)(3) non-profit agency. The Mission of CSBI is to provide a building offering affordable facilities that will enhance the ability of human service agencies to serve Norman and Cleveland County residents with the greatest possible economy and efficiency in operations, ease of access, convenience and benefit to the public served. The proposed funding will assist in the completion and rehabilitation of B Wing for the use by a new agency in the Spring of 2015.

RECOMMENDATION: The Social and Voluntary Services Commission recommends approval of the proposed contracts. Funds are available in Contributions (account 010-1087-411.47-41).