

CITY OF CLEVELAND
Community Engagement Program
Department of Community Development
EXECUTIVE SUMMARY
ORDINANCE NO. 346-2022

Ordinance

Amount: \$1,000,000 (General Fund)

Purpose:

Authorizing the Director of Community Development to enter into one or more contracts with various Community Development Corporations for the purpose of hiring Community Engagement Specialists, by neighborhood, to improve the quality of life for residents and the City's housing stock for a period of one year. The goal of the initiative is to improve the quality of life of residents and the City's housing stock by hiring community engagement specialists to work in neighborhoods across the city. The program focuses on healthy homes, linking residents and landlords to resources, education, and training once trust is established.

Project

Description:

Under the oversight of the Community Engagement Specialists Manager (Program Manager), the Community Engagement Specialists (CES) work out of Community Development Corporations (CDC) offices and report to the CDC Executive Director or their designee so that they can benefit from the knowledge and network of the CDCs.

The main roles and responsibilities of the CES include:

- Work with the Department of Community Development (CD), Program Manager, CDC team, and Council member to determine which areas of neighborhood have the most need.
- Conduct property condition surveys to identify exterior housing issues.
- Research properties, develop property specific engagement, and outreach plans.
- Build trust with residents and landlords, and provide technical assistance.
- Connect residents and landlords with home repair resources, as well as other programs and services relevant to their needs. Administer paint program in the field with support from the Home Maintenance Program Administrator.

Project Description (cont'd)

- Organize and attend outreach clinics and informational workshops for homeowners and landlords, with support of Program Manager.

The Program Manager supports the CES in the field and creates a cohort for the CES to learn from and support one another. The Program Manager is also to be the liaison to the CDC Executive Directors and other departments like Aging, B&H and Public Health in City Hall. The Program Manager administers and monitors the contract that CD has with the CDC each month to reimburse the CDC for the CES work.

Contracting: Community Development develops a grant agreement that will outline the responsibilities of each CES, reporting requirements and process for monthly payment. The City will contract with the CDC for the services of the CES and equipment needs identified. The City will reimburse the CDC on a monthly basis for the CES work contingent upon the review and approval of the Program Manager.

Training

& Equipment:

The initiative will require authorization to purchase equipment and supplies required to administer the program. While most training, systems support, etc. will be administered through City departments or other grant sources, authorization is requested to contract for professional services, if required.

- Applicants are required to attend a Lead Safe Practices Training or become Lead Renovation, Repair and Painting (RRP) certified as described in EPA's RRP Rule.
- The CES will conduct property inspections for program compliance.
- RRP Training will be conducted by an approved trainer paid by the program.

Grantee: Community Engagement Program

Ward: N/A

Amount: \$1,000,000

Funding Source: General Fund (01-0101-6320)

RL Number: N/A