

# Steven L. Mahan

## Experience

**City of Milwaukee, Department of Administration  
Community Development Grants Administration**  
Director

**Milwaukee, WI**  
2002 - Present

- Responsible for preparing all funding applications for receipt by the City of Milwaukee as an entitlement community of the U.S. Department of Housing and Urban Development, Environmental Protection Agency and Department of Health and Human Resources.
- Responsible for allocation, administration and oversight of Federal Funding sources (Community Development Block Grant, HOME Investment Partnership, Emergency Shelter Grant, Housing Opportunities for Persons With AIDS, Weed & Seed, Enterprise Communities /Enterprise Zones, Renewal Communities, Economic Development Initiative and Section 108 Loan program).
- Congressional liaison for City of Milwaukee as Participating Jurisdiction for receipt of State and Federal allocations.
- Brief and educate Common Council members on matters pending before council committees regarding Community Development funding and other funding regulatory issues.
- Supervision of fifteen (15) staff persons.

**University of Wisconsin – Milwaukee  
Department of Education Policy and Community Studies**  
Adjunct Professor

**Milwaukee, WI**  
2006 – Present

### Courses

- **Foundations of Community Development:** Overview of community based organizations, their structures, functions, & administration. Students are taught proposal writing skills and 501c(3) application packaging.
- **Approaches to Community Development:** An introduction to the concepts of community health and community development and their relationships to social policy reform in various sectors. Students are taught proposal writing skills and how to package a Limited Liability Corporation (LLC) application.
- Responsible for creation of curriculum and syllabus.
- Lecture and teach cognitive strategies for learning planned instruction.

**City of Milwaukee, Office of the Mayor**  
Staff Assistant to the Mayor-Senior

**Milwaukee, WI**  
2000 – 2002

- Liaison to City Departments, Congressional delegation (State and Federal), Community Based Organizations, Faith Community and Shelters.
- Executive Board Appointee to City of Milwaukee Deferred Compensation Board, Neighborhood Improvement Development Corporation, Safe and Sound, Inc., Milwaukee Community Service Corp. and Milwaukee Secure Detention Community Facility.
- Housing and Neighborhood Commercial development constituent relations
- Organizer and Facilitator for the “Mayor’s Commission on Crime” quarterly meetings
- Mayoral speech representative for Proclamations and Ribbon Cuttings.
- Complaint Intake Advisor for the Equal Employment Opportunity/Affirmative Action Plan

**City of Milwaukee, Department of Administration  
Community Block Grant Administration**  
Program Officer-Senior

**Milwaukee, WI**  
1998 – 2000

- Monitor for 3.6 million in Federal allocated funds
- Auditor for activity and fiscal disbursements of 27 federally funded agencies (compliance, policy and procedure practices)
- Agency liaison to United Way and Red Cross
- Provide technical assistance to micro-businesses seeking funding.

**Harambee Ombudsman Project, Inc.**  
Deputy Director/Comptroller

**Milwaukee, WI**  
1993-1998

- Responsible for financial management of all agency programs funded by County, City, State and Federal funds
- Program and Fund development
- Grant proposal writing
- Budget preparation and fiscal management
- Supervision of management staff
- Responsible for payroll

## **Education**

**Rust College**  
Bachelor of Business Administration

**Holly Springs, Miss.**  
**1992**

**Wisconsin Certification Board**  
Registered Alcohol and Drug Counselor II  
(RADCI)

**Waukesha, WI**  
**1997**

## **Community Involvement**

**Alpha Phi Alpha Fraternity Inc.**  
Regional Convention Chairman  
Delta Chi Lambda chapter, Vice- President  
Go-to- High School, Go-to- College Program, Mentor/Director

**2005**  
**2003 - 2007**  
**1995 - Present**

**Helen Bader Foundation**  
Milwaukee Homework First Program, Mentor

**2001 - Present**

**City of Milwaukee Election Commission**  
Chief Inspector

**2002 - Present**

**Historic First Street Block Association**  
Executive Board

**2007 - Present**