

AGENCY NAME: Housing & Credit Counseling, Inc.
PROJECT /ACTIVITY NAME: Tenant Landlord Counseling
CONTACT PERSON: Tammy Kahle
ADDRESS: 2518 SW Ridge Court, Suite 207
PHONE NUMBER: 785-749-4224
AMOUNT REQUESTED: \$30,582

When does the fiscal year for the program being funded begin? 1 Jan 2007

Has your organization received funding from the City previously? Yes

If so, what was the source and amount of funding received?

General Fund \$9,000 in 2006 and \$24,000 CDBG 2005-2006; Pending \$8,026 preliminary recommendation CDBG funds 2006-2007

Description/Justification (Using 300 words or fewer, describe the program for which funding is being requested, the importance of the program and why City funding is needed.)
HCCI is requesting the City of Lawrence be one of three funding sources for Tenant-Landlord Counseling and Education in Lawrence. The combined funds, totaling \$46,126 would support one counselor at .5 time to provide personal counseling for 500 households, reach 375 persons through 15 education programs targeted for at-risk participants and actively collaborate with various community groups such as the Homeless to Housed, Practitioners Panel, Housing Committee, Preventative Services Committee and Landlords of Lawrence. The current CDBG funding allocation was reduced by \$16,000 from previous years and is at further risk in 2007 due to declining HUD funding for cities.

Tenant/Landlord Counseling has been identified as a critical service in Lawrence. HCCI began offering this service in Lawrence in 1994 in response to a request from the City. Services are particularly targeted at lower income renters, residents of older neighborhoods, minorities, homeless, and disabled persons - all priority populations in Lawrence. The focus of the counseling is to assist people to help themselves prevent and resolve problems relating to such issues as maintenance, leases, evictions, security deposits, entry and fair housing. To achieve the above purposes, landlords and service providers are assisted as well.

This request should be supported (maximum of three pages) with the following information:

1. Description of funding support received from all other sources such as the United Way, Douglas County, USD 497, state/federal grants and private funding.
2. Total budget for the agency, number of personnel, and how the funding would be used (e.g., personnel, equipment, material, etc.).
3. Does the agency anticipate the need to request funding beyond 2006?

Additional information may be provided within the **three (3) page limit**.

Submit this form and any additional supporting material electronically by May 3, 2006 to Debbie Van Saun, Asst. City Manager, via email to: dvansaun@ci.lawrence.ks.us

NARRATIVE

HCCI's Tenant/Landlord Counseling and Education Program addresses needs that parallel with the City's strategy as outlined in *Step Up to Better Housing* and is named as a key service throughout Lawrence's Consolidated Plan. HCCI has already been called upon to gather data and assist the new Affordable Housing Task Force. As Lawrence grows, continuing to support services such as HCCI's to assist low-income and disadvantaged persons in sustaining affordable and safe rental housing is ever more cost-effective and invaluable.

Trained HCCI counselors provide telephone or in-person assistance on all aspects of tenant/landlord relations. Counseling services are provided free of charge to clients. The goal is to help people help themselves, through information and confidence, prevent or resolve rental housing problems and stabilize housing situations. A stable, safe, decent, and affordable home situation is one of the most important resources an individual needs personally. There is a sense of pride when an individual can provide this type of environment for themselves or their family. Stable, secure home situations are critical to the work of Lawrence neighborhoods in their efforts to sustain themselves as strong, safe places to live. Homeless persons who have developed better money management, housing, and other basic living and community resource skills are more likely to sustain their permanent housing. HCCI meets the needs of Lawrence residents, particularly of low to moderate income ranges, by providing counseling, education programs, mediation and referral services.

Reports are available at any time from HCCI detailing information about clients served. Last year in this program, over 90% of the households assisted were low income and 34% were minorities. Issues included Security Deposits, Maintenance, Termination/Evictions, Rent Delinquency, Lease Questions, Landlord Entry, Mobile Home Issues, Fair Housing Neighbor Problems, Utility Issues and others. Referrals came from Friends/Family, City of Lawrence, Lawrence Douglas County Housing Authority, Douglas County Legal Aid, Student Legal Services, Attorney General's Office, Better Business Bureau and others. Education program partners included First Step House, Full Citizenship, Salvation Army, Lawrence Douglas County Housing Authority, City of Lawrence Landlord Fair and City of Lawrence Fair Housing Month seminar. Community issues the HCCI counselor assisted on included educating landlords and tenants about issues related to renting to persons with disabilities, and life skills training for homeless persons and prospective tenants and Section 8 participants in cooperation with the Lawrence-Douglas County Housing Authority.

In addition to the City Commission, this program has been strongly and consistently supported by HCCI's Lawrence Advisory Board as well as the Practitioners Panel, City Human Relations Departments, United Way, CDBG panels and even the Landlords of Lawrence. That support is much appreciated.

Advisors and staff would be happy to answer any questions you have. Please feel free to call Tammy Kahle, Tenant-Landlord Counselor (749-4224), Robert Baker, Lawrence Branch Manager (749-2203), Marilyn Stanley, Director of Education & Community Relations (785-234-0217) or Marci Francisco, Advisor (864-3245).

**HCCI TENANT/LANDLORD COUNSELING BUDGET
CITY OF LAWRENCE – 2007**

<u>Revenue</u>		<u>Expenses</u>	
City of Lawrence General Fund	\$30,582	Professional/Clerical Salaries/Fringes	\$35,750
CDBG	8,026	Contractual (Accounting, Audit, etc.)	2,000
United Way	5,518	Travel	440
HUD Counseling	2,000	Supplies	700
		Telephones	1,700
TOTAL	\$46,126	Printing & Postage	1,146
		Insurance/Bonding	300
		Dues	100
		Rent	2,290
		Equipment	1,500
		Equipment Maintenance	200
		TOTAL	\$46,126

STAFFING AND SUPPORT: This budget provides for .5 Tenant-Landlord Counselor, with shared rent and telephone in the United Way Center and all administration provided on a pro-rata and bare bones basis. The demands of counseling, education and participation on task forces have been such that really .8 of a person is needed in this position. Due to the changes and challenges of the budget this year in Lawrence, we felt we should stick with the .5 counselor as in the past but we may keep all this in mind for the future.

FUNDING PAST 2007: HCCI anticipates that support from the City of Lawrence will be strongly needed after 2007.