



City of Lawrence

PLANNING & DEVELOPMENT SERVICES

2017 Action Plan



Consolidated Plan 2013-2017

Executive Summary

AP-05 Executive Summary - 24 CFR 91.200(c), 91.220(b)

1. Introduction

This Annual Action Plan provides a basis and strategy for the use of federal funds granted to the City of Lawrence by the U.S. Department of Housing and Urban Development (HUD) under the Community Development Block Grant (CDBG) and Home Investment Partnerships (HOME) programs. This Action Plan covers the period beginning August 1, 2017 through July 31, 2018. Programs and activities described in this plan are intended to primarily benefit low and moderate-income residents of the City of Lawrence, neighborhoods with high concentrations of low-income and moderate-income residents, and the city as a whole. As of the time of the Citizen Participation Process, there were no finalized allocation amounts that had been released from HUD. The City of Lawrence continued through the Citizen Participation process and public comment period, as well as the City Commission approval process, with the estimated dollar figures, which mirrored 2016 allocations. The draft plan stated "Upon release of the dollar amounts for 2017, staff will apply any cut or increase equally in percentage increments to each funded activity. For instance, if there is a 5% cut in CDBG funding, staff will apply a 5% cut across the board to all activities and administration categories." Staff was able to carry through with this method.

This plan is the product of public outreach, public hearings, and consultation with over 30+ agencies, groups, and organizations involved in the development of affordable housing, creation of job opportunities for low and moderate-income residents, and/or provision of services to children, elderly persons, persons with disabilities, persons with HIV/AIDS and their families, and homeless persons. A complete draft of this update has been made available for public review beginning April 20, 2017, and the public was able to comment for a 30-day period beginning April 27, 2017 at the Public Hearing. The availability of both the draft plan and the final plan is advertised in the local newspaper and the complete documents are available for review on the City's website www.lawrenceks.org and in print form in the Development Services office of Planning and Development Services.

2. Summarize the objectives and outcomes identified in the Plan

This could be a restatement of items or a table listed elsewhere in the plan or a reference to another location. It may also contain any essential items from the housing and homeless needs assessment, the housing market analysis or the strategic plan.

Throughout this Consolidated Plan, the Step up to Better Housing Strategy is mentioned on numerous occasions. This Strategy will continue to be the guideline for funding allocations and recommendations.

There are four main pieces to the Strategy, and they include Emergency Housing (Temporary options for immediate & safe shelter for individuals and families who are homeless, transient, or experiencing an emergency situation), Transitional Housing (housing and services designed to promote residential stability, increase skills, enhance self-determination and move people who are homeless to permanent housing within 24 months), Permanent Housing (a variety of ownership and rental choices including permanent supportive housing arrangements), and Revitalized Neighborhoods. In creating this Consolidated Plan, the Strategy remains the focal point for determining objectives and assessing expected outcomes.

3. Evaluation of past performance

This is an evaluation of past performance that helped lead the grantee to choose its goals or projects.

The City of Lawrence continues to utilize the "Step Up to Better Housing" strategy as the basis for funding decisions made by the Community Development Advisory Committee. The document is approved by the City Commission, and reaffirmed on a yearly basis prior to allocating funding for CDBG and HOME activities and projects. Because of this Strategy, funding is consistently allocated to one of five areas: Emergency Shelter, Transitional Housing, Permanent/Permanent Supportive Housing, Revitalized Neighborhoods, and Community Facilities. This strategy has proven to both provide the most benefit to sustaining services in the community that serve low-moderate income individuals and families, as well as to effectively meet the three objectives of providing decent, affordable housing, suitable living environments, or economic opportunities. The City of Lawrence Community Development Division has been very successful at providing homeowner improvement programs such as weatherization, comprehensive housing rehabilitation, emergency and furnace loans, and first-time homebuyer rehabilitation. Public service agencies and CDBG-Funded neighborhood associations provide reporting on performance measures and other capital improvement projects such as public service building repair and sidewalk gap construction has proven immediate community benefits.

4. Summary of Citizen Participation Process and consultation process

Summary from citizen participation section of plan.

The City of Lawrence abides by the Citizen Participation Plan most recently amended in September of 2016. This plan is approved by the City Commission. Citizen participation is the heart of the consolidated planning process, involving citizens in decisions that directly affect their lives. The purpose of the Citizen Participation Plan is to encourage and insure full and proper citizen participation at all stages of the Consolidated Plan process. The Citizen Participation Plan formally designates structures, procedures, roles, and policies to be followed by program participants. A secondary purpose of this Plan is to implement federal regulations regarding citizen participation for the consolidated planning process described by Title 24 CFR 91.105 of the Housing and Community Development Act of 1974, as amended. Nothing in this Plan shall restrict the responsibility and authority of the City of Lawrence (City) from

developing and executing its Consolidated Plan. There are six objectives (along with additional AFFH/AFH objectives) outlined in the Citizen Participation Plan: OBJECTIVE NO. 1: Provide for and encourage citizen participation with particular emphasis on participation by persons of low and moderate income, particularly those who are residents of slum and blighted areas and of areas in which CDBG and HOME funds are proposed to be used, and provide for participation of residents in low and moderate income neighborhoods as defined by the City of Lawrence. Additionally, provide for and encourage participation of all citizens, including minorities and non-English speaking persons, as well as persons with disabilities. Provide for and encourage, in conjunction with the Lawrence-Douglas County Housing Authority, citizen participation of residents of public and assisted housing developments, along with other low-income residents of targeted revitalization areas in which the developments are located. Provide information to the housing authority about consolidated plan activities related to its developments within the community so that the housing authority may make this information available at the annual public hearing required under the Comprehensive Grant program. OBJECTIVE NO. 2: Provide citizens with reasonable and timely access to local meetings, information, and records relating to the Consolidated Plan, Substantial Amendments, and the Performance Report, as required by regulations and relating to the actual use of funds under this title. Provide information regarding the displacement of persons and specifying the types and levels of assistance that will be available, even though no displacement is expected to occur. OBJECTIVE NO. 3: Provide for technical assistance to citizens, public agencies, interested parties, and other groups representative of persons of low and/or moderate income that request such assistance in developing proposals with the level and type of assistance to be determined by the City. OBJECTIVE NO. 4: Provide for public hearings to obtain citizen views and to respond to proposals and questions at all stages of the consolidated planning process, including the Citizen Participation Plan, the development of needs, the review of proposed activities, and the review of program performance. Such hearings shall be held after adequate notice, at times and locations convenient to potential or actual beneficiaries, and with accommodation for persons with disabilities. Notice of public hearings will be published as display ads prior to the date of the public hearing. OBJECTIVE NO. 5: Provide for a timely written answer to written complaints and grievances, within fifteen (15) working days where practicable. OBJECTIVE NO. 6: Identify how the needs of non-English speaking residents will be met in the case of public hearings where a significant number of non-English speaking residents can be reasonably expected to participate.

5. Summary of public comments

There were no written public comments received. Public comments at the public hearing are attached to this Action Plan.

6. Summary of comments or views not accepted and the reasons for not accepting them

There were no public comments that were not accepted.

7. Summary

Based on the needs of the community, the Step up to Better Housing Strategy remains the focus of funding allocation recommendations. The Community Development Advisory Committee will continue to reaffirm the Strategy before each funding cycle, and funding decisions will be based on relevancy to the Strategy.

PR-05 Lead & Responsible Agencies – 91.200(b)

1. Agency/entity responsible for preparing/administering the Consolidated Plan

Describe the agency/entity responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

Agency Role	Name	Department/Agency
CDBG Administrator	LAWRENCE	Planning and Development Services
HOME Administrator	LAWRENCE	Planning and Development Services

Table 1 – Responsible Agencies

Narrative (optional)

The lead agency for the Consolidated Plan is the Community Development Division of the Planning and Development Services Department, City of Lawrence, KS. This division and department oversaw the development of the plan. Two citizen advisory boards performed key roles:

The Homeless Issues Advisory Committee (HIAC)

Purpose:

- To implement the community's plan for homeless services
- To make policy recommendations regarding addressing homelessness
- To make regular reports to the community on the progress of the plan

Members: The 9 committee members are drawn from the following community resources – housing and other service providers, law enforcement, business leaders, current or previously homeless individuals, faith leaders, neighborhoods and researchers. Members are appointed by the mayor and may serve up to two, three-year terms.

The Community Development Advisory Committee (CDAC)

Purpose:

- To develop and propose community development strategy and policy
- To recommend allocation of CDBG and HOME funds

Members: The 11 committee members are drawn from low and moderate income areas and neighborhoods at-large.

Consolidated Plan Public Contact Information

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AP-10 Consultation – 91.100, 91.200(b), 91.215(I)

1. Introduction

The following list is comprised of the agencies that have served on committees, provided direct input or provided input via other means, CDBG, HOME, and CoC-funded sub-recipients, and delivered the CDBG and HOME services directly. The Consolidated Plan and Action Plan process is a year-round accumulation of reports, discussions, analysis, and observations. All the agencies/groups listed below have had a part in the final product as well as decisions and discussions that happen year-round.

Provide a concise summary of the jurisdiction's activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215(I))

Lawrence has a very strong commitment to agency coordination, and because of this commitment and the effort to bring community agencies and providers together this has been very successful. City staff attends quarterly meetings at the Lawrence-Douglas County Housing Authority as well as at the Bert Nash Mental Health Center. Agendas for advisory committees are structured as to obtain reports and feedback from community partners. The HIAC hears from a provider in each of the following areas on a quarterly basis: Emergency Shelter, Temporary/Transitional Housing, Permanent Supportive Housing, and Permanent Housing. In addition, the HIAC hears from a non-housing agency each quarter, including the City transit system, the local food bank, the hospital, mental health, utilities, temporary assistance providers, workforce development, and the Continuum of Care. Because of the effort to bring all stakeholders to the table no matter what the issue or discussion, there is a strong knowledge of community resources among the agencies. Lawrence is home to a very strong referral network and very effective discussions regarding needs analysis and service delivery.

Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness.

Lawrence and Douglas County are a part of the Kansas Balance of State (BoS) Continuum of Care (CoC). The BoS consists of eight regions containing 101 counties. Lawrence and Douglas County is its own region within the CoC. Danelle Dresslar, Community Development Manager in the Community Development Division served for two years as the Chair of the CoC Committee as well as the regional coordinator for the Lawrence/Douglas County region. The CoC committee meets on a monthly basis and there are reports heard from each region including Lawrence/Douglas County. The information from the CoC meeting is reported back to the HIAC as well as other service providers and agencies in the community. Community service providers and partners meet on a year-round basis regarding Point-In-Time (PIT) homeless count efforts, and these providers attend the HIAC meetings as well. The PIT numbers are used throughout the community in varying capacities, and because of the efforts of the City

and the service providers the importance and impact of the count are appreciated and every effort is made to perform an effective and efficient count. In addition, the City of Lawrence is an Emergency Solutions Grant recipient through the State of Kansas and coordination between the City and the CoC is reached in that way as well. Within the community, the numbers received as part of the PIT efforts are implemented into the Community Housing Vision, and gaps are identified from what housing services are available and what the actual need is. The BoS have not reported any unaccompanied youth in recent years, and the community has placed a special emphasis on homeless families with children and agencies have looked at their programs and resources to service this particular population. Referral sources are utilized when a particular sector of homeless are unable to obtain resources in Lawrence or Douglas county.

The City also works with KHRC in the local implementation of the HMIS system through MAACLink. The City facilitates training, provides agency feedback to the vendor, and in addition staff has also attended the HMIS training. The City works with both the local agencies as well as MAACLink for HMIS service delivery.

Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards for and evaluate outcomes of projects and activities assisted by ESG funds, and develop funding, policies and procedures for the operation and administration of HMIS

Lawrence is a state ESG recipient, and consults with both the funding agency, the Kansas Housing Resources Corporation (KHRC) as well as the CoC. KHRC surveyed the CoC participating agencies and developed their funding plan and performance standards. Lawrence also participated in the Consolidated Plan process with the State as well as attended training on ESG. The City of Lawrence funds three agencies with their ESG allocation, the Lawrence Community Shelter, Catholic Charities of Northeast Kansas, and the Willow Domestic Violence Center. The City also works with KHRC in the local implementation of the HMIS system through MAACLink. The City facilitates training, provides agency feedback to the vendor, and in addition staff has also attended the HMIS training. The City works with both the local agencies as well as MAACLink for HMIS service delivery.

2. Describe Agencies, groups, organizations and others who participated in the process and describe the jurisdiction's consultations with housing, social service agencies and other entities

Table 2 – Agencies, groups, organizations who participated

1	Agency/Group/Organization	City of Lawrence Community Development Division of Planning and Development Services
	Agency/Group/Organization Type	Lead Agency Grantee Department
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Public Housing Needs Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Non-Homeless Special Needs Market Analysis Economic Development Anti-poverty Strategy Lead-based Paint Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Lead Agency. Delivers homeowner improvement programs. Lead-based paint strategy, market analysis, program monitoring and administration.
2	Agency/Group/Organization	City of Lawrence City Commission
	Agency/Group/Organization Type	Other government - Local

	What section of the Plan was addressed by Consultation?	Housing Need Assessment Public Housing Needs Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Non-Homeless Special Needs Market Analysis Economic Development Anti-poverty Strategy Lead-based Paint Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Final approval of Action Plan, CAPER, and Consolidated Plan. Approval of Investment Summary and funding allocations.
3	Agency/Group/Organization	Homeless Issues Advisory Committee
	Agency/Group/Organization Type	Mayor-Appointed City advisory board
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Non-Homeless Special Needs

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Participation in the HIAC meetings and recommendations to the City Commission regarding homelessness issues and service gaps. Creation of the Community Housing Vision and implementation of the plan. Regional planning group for the Douglas County CoC region. Participant in joint planning retreats with the CDAC.
4	Agency/Group/Organization	Community Development Advisory Committee
	Agency/Group/Organization Type	Mayor-appointed City advisory board
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Public Housing Needs Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Non-Homeless Special Needs Market Analysis Economic Development Anti-poverty Strategy Lead-based Paint Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Allocation of funding for CDBG and HOME, held public hearings, took citizen input and citizen participation. Recommended funding to City Commission.
5	Agency/Group/Organization	Balance of State CoC
	Agency/Group/Organization Type	Douglas County CoC Regional Group

	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	HIAC is the regional planning group for the CoC. Recommendations made for funding, support of projects, recruitment of potential applicants. Participation in state-wide CoC meetings and required data gathering for HUD.
6	Agency/Group/Organization	Bert Nash Mental Health Center
	Agency/Group/Organization Type	Services-Persons with Disabilities Homeless Outreach
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Participation in HIAC, CoC regional activities, transitional housing consultation, Point-In-time data collection. Participant in creating and implementation of Community Housing Vision. Active in regional planning for the CoC. Provides input on unsheltered homeless and homeless needs gap analysis.
7	Agency/Group/Organization	Coalition on Homeless Concerns (CHC)
	Agency/Group/Organization Type	Regional organization

	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Chair of HIAC is also officer of the CHC. Members of the CHC attend the HIAC meetings. Provide input on homeless concerns and provide discussion of solutions. The CHC also holds community forums and discussions on the issues seen by the homeless community as well as the agencies that serve them. This is reported back to the HIAC under Public Comment on a quarterly basis.
8	Agency/Group/Organization	Heartland Community Health Center
	Agency/Group/Organization Type	Services-Persons with HIV/AIDS
	What section of the Plan was addressed by Consultation?	Homelessness Strategy Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Former CDBG sub-recipient. Part of agency collaborations in the community.
9	Agency/Group/Organization	Habitat for Humanity
	Agency/Group/Organization Type	Housing
	What section of the Plan was addressed by Consultation?	Housing Need Assessment

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	HOME sub-recipient. Provides the department with plans for housing development within the community via the grant application.
10	Agency/Group/Organization	First Step at Lakeview
	Agency/Group/Organization Type	Housing
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Consultation on bus pass allocation and needs analysis for women and children in drug and alcohol rehabilitation services.
11	Agency/Group/Organization	HOUSING AND CREDIT COUNSELING, INC
	Agency/Group/Organization Type	Service-Fair Housing
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	CDBG sub-recipient. Provides monthly client reporting. Provides analysis of needs within grant application. Reports quarterly to the HIAC, participation in CDAC public hearings.
12	Agency/Group/Organization	INDEPENDENCE, INC
	Agency/Group/Organization Type	Services-Persons with Disabilities
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Non-Homeless Special Needs

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	CDBG sub-recipient. Provides accessibility improvements for disabled renters. Reports to the CDD staff.
13	Agency/Group/Organization	Landlords of Lawrence
	Agency/Group/Organization Type	Housing
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Public Housing Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Report quarterly to HIAC. Speak to challenges and assessment of the Section 8 voucher program, as well as HPRP-related housing programs. Provide input on improvements and enhancements to the system.
14	Agency/Group/Organization	Lawrence Board of Realtors
	Agency/Group/Organization Type	Housing
	What section of the Plan was addressed by Consultation?	Housing Need Assessment
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Work with building codes and standards. Provide input on process as well as gaps and enhancements in the construction of permanent housing in the community.
15	Agency/Group/Organization	LAWRENCE COMMUNITY SHELTER, INC.
	Agency/Group/Organization Type	Services-homeless

	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	LCS is the only emergency homeless shelter in Lawrence. Active participant in HIAC meetings and the regional CoC effort. CDBG sub-recipient. Reports monthly on demographics of clientele. Meets regularly with CDD staff regarding needs analysis and recommendations. ESG funded agency.
16	Agency/Group/Organization	LAWRENCE HOUSING AUTHORITY
	Agency/Group/Organization Type	PHA Services-homeless
	What section of the Plan was addressed by Consultation?	Public Housing Needs Homelessness Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	HOME sub-recipient for TBRA program. Meets regularly with CDD staff regarding TBRA, Section 8, Moving to Work, and case management. Administered HPRP program for the City. Quarterly reporting to HIAC regarding programs. Very active in community partnerships, LIHTC projects, and is also a CoC funded-agency with a PSH program.
17	Agency/Group/Organization	Department for Children and Families
	Agency/Group/Organization Type	Services-Children Other government - State
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Participant in LDCHA transitional housing program. MOU with LDCHA for case management of TBRA clients. Provides assessment and details of services in community. Provides consultation to the plan for foster care discharge.
18	Agency/Group/Organization	TENANTS TO HOMEOWNERS, INC.
	Agency/Group/Organization Type	Housing
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	HOME program Community Housing Development Organization (CHDO). Quarterly meeting with staff regarding projects and consistent market analysis. Works with first-time homebuyer rehabilitation, CHDO set-aside, Neighborhood Stabilization Program, LIHTC, and permanent housing development. Administers Lawrence Community Housing Trust.
19	Agency/Group/Organization	THE SALVATION ARMY
	Agency/Group/Organization Type	Housing
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Strategy Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Participant in HIAC meetings on a quarterly basis, CoC-funded agency for Permanent Supportive Housing as well as Supportive Services, participant in TBRA program case management, active in regional CoC. Assistance with PIT and data collections for HUD-required information. Provide analysis and assessment of service needs and gaps. SSVF program administrator.

20	Agency/Group/Organization	THE WILLOW DOMESTIC VIOLENCE CENTER
	Agency/Group/Organization Type	Services-Victims of Domestic Violence
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Participant in the HIAC meetings on a quarterly basis. Provide reports to committee on successes and challenges to deliver DV services. Participant in the CoC activities, including PIT data collection. Partner with LDCHA for TBRA program. ESG sub-recipient. CDBG sub-recipient.
21	Agency/Group/Organization	EMERGENCY SERVICES COUNCIL
	Agency/Group/Organization Type	Services-homeless
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	CDBG sub-recipient. Provide monthly reporting to the CDD regarding client demographics. Report quarterly to HIAC regarding services and identification of service gaps.
22	Agency/Group/Organization	SOCIAL SERVICE LEAGUE OF LAWRENCE
	Agency/Group/Organization Type	Services-homeless
	What section of the Plan was addressed by Consultation?	Anti-poverty Strategy

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Former CDBG sub-recipient. Provides community collaboration.
23	Agency/Group/Organization	PUBLIC WORKS DEPARTMENT
	Agency/Group/Organization Type	Other government - Local
	What section of the Plan was addressed by Consultation?	non-housing community development
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	CDBG sub-recipient. Completed inventory of city sidewalk conditions and created a sidewalk gap program to address the needs of walkability in CDBG-funded neighborhoods, as well as other area benefit locations. Consults with CDD staff regarding analysis of neighborhood conditions and strategy to repair such areas. Also works with neighborhoods to provide area capital improvements such as neighborhood crosswalks, storm water management, and street repair.
24	Agency/Group/Organization	Various Neighborhood Associations and agencies
	Agency/Group/Organization Type	Neighborhood Group Neighborhood Organization
	What section of the Plan was addressed by Consultation?	Market Analysis non-housing community development

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Low-moderate income neighborhoods can qualify for CDBG operating and coordinator funding. Currently four neighborhoods receive funding: Brook Creek, Pinckney, East Lawrence, and North Lawrence. The associations provide detailed neighborhood assessments of services, condition, and needs in application. In addition, each neighborhood has representation on the CDAC and provide input during the entire Consolidated planning process. Work directly with Public Works department on neighborhood capital improvement projects.
25	Agency/Group/Organization	Lawrence Police Department
	Agency/Group/Organization Type	Other government - Local
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Public Housing Needs Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Non-Homeless Special Needs Market Analysis Anti-poverty Strategy Lead-based Paint Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Collaboration with the Lawrence Police Department in the Development Services Department include: assistance to staff, and representation on HIAC. Provide input from a public safety viewpoint regarding homelessness issues and additionally provide input on code enforcement issues, including blight and violating properties.

26	Agency/Group/Organization	Douglas County Sheriff's Office
	Agency/Group/Organization Type	Other government - County
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Representation and input from HIAC membership. Provide consultation on re-entry challenges and implemented procedures. Provide input on the specific population leaving incarceration. Active in CoC data collection and meetings as well. Also active in TBRA program with the LDCHA.
27	Agency/Group/Organization	Family Promise of Lawrence
	Agency/Group/Organization Type	Services-homeless
	What section of the Plan was addressed by Consultation?	Homeless Needs - Families with children
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Active participant in regional CoC efforts, as well as represented on the HIAC. Provide information on their population including challenges to reaching permanent housing. Report quarterly to HIAC.
28	Agency/Group/Organization	Lawrence Memorial Hospital
	Agency/Group/Organization Type	Publicly Funded Institution/System of Care
	What section of the Plan was addressed by Consultation?	Homelessness Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Former participant in HIAC membership. Provides detailed reporting on homeless and ER service when requested. Provides consultation on discharge planning.

29	Agency/Group/Organization	Just Food, Inc.
	Agency/Group/Organization Type	Services-homeless
	What section of the Plan was addressed by Consultation?	Homelessness Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Provides quarterly reporting to HIAC regarding food disbursement and clientele demographics. Provides assessment information regarding food pantry service delivery in the community.
30	Agency/Group/Organization	CATHOLIC CHARITIES OF NE KANSAS
	Agency/Group/Organization Type	Services-homeless
	What section of the Plan was addressed by Consultation?	Homelessness Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Provides quarterly report to HIAC regarding assistance services and programs. Active partner with LDCHA in TBRA program. Provides assessment information regarding service delivery in the community.
31	Agency/Group/Organization	Lawrence Business Community
	Agency/Group/Organization Type	Civic Leaders
	What section of the Plan was addressed by Consultation?	Homelessness Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Active participant in HIAC membership. Provides input on challenges that the business community faces with homelessness in the downtown business district. Facilitates discussions with community members regarding homelessness.

Identify any Agency Types not consulted and provide rationale for not consulting

All service providers and agencies that provide services directly pertaining to the Consolidated Planning process have been involved in some type of consultation. Some have been consulted during other meetings and other forums. There have been no agencies left off of communication efforts or meeting invitations. The City of Lawrence works very hard to ensure strong and positive community collaboration.

Other local/regional/state/federal planning efforts considered when preparing the Plan

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	Kansas Statewide Homeless Coalition	Coordination in terms of homeless program delivery and strategic planning.
Horizon 2020 - Comprehensive Land Use Plan	Lawrence/Douglas County Metropolitan Planning Organization	Development, HOME included, abides by the Citys Land Use Plan, including but not limited to building codes and zoning requirements.
2014 - 2018 Kansas Consolidated Plan	Kansas Housing Resources Corporation	The City of Lawrence is an ESG recipient from the State of Kansas, and there have been several community projects that have involved LIHTC that obtain entry-level CDAC recommendations. In addition the CHDO, Tenants to Homeowners has been a past recipient of State HOME funds. The City of Lawrence has also been a past recipient of NSP and HPRP funding, outlined in this plan.
Transportation 2013 - Long Range Transportation PI	Lawrence/Douglas County Metropolitan Planning Organization	Overlap in the transportation plan occurs with bus routes and walkability routes within the community, especially in low-moderate income areas. CDBG funds are used for sidewalk repair and public facility projects, all affected by the ability to reach the destination agency or area.

Table 3 – Other local / regional / federal planning efforts

Narrative (optional)

The City of Lawrence regularly consults with the State of Kansas as well as Douglas County government. While the CDBG and HOME funding affect the city itself, importance is placed on effective collaboration with all agencies with the same cause and goals. The goals of the Consolidated Plan and corresponding Annual Action Plans should be, and are, efforts that have the support of the three levels of government in our community. Several CDBG and HOME-funded agencies work with both the City and the County to reach their goals and deliver their services. As Lawrence is the city in Douglas County where many of the service agencies are located, County partnerships are crucial to provide the level of service necessary to accomplish goals and serve the greater community. The City has a history of strong partnerships with both the State and County and look to continue those relationships and collaborations moving forward.

AP-12 Participation – 91.105, 91.200(c)

1. Summary of citizen participation process/Efforts made to broaden citizen participation Summarize citizen participation process and how it impacted goal-setting

The City of Lawrence abides by the Citizen Participation Plan most recently amended in September of 2016. This plan is approved by the City Commission.

Citizen participation is the heart of the consolidated planning process, involving citizens in decisions that directly affect their lives. The purpose of the Citizen Participation Plan is to encourage and insure full and proper citizen participation at all stages of the Consolidated Plan process. The Citizen Participation Plan formally designates structures, procedures, roles, and policies to be followed by program participants. A secondary purpose of this Plan is to implement federal regulations regarding citizen participation for the consolidated planning process described by Title 24 CFR 91.105 of the Housing and Community Development Act of 1974, as amended. Nothing in this Plan shall restrict the responsibility and authority of the City of Lawrence (City) from developing and executing its Consolidated Plan. This plan is attached to the Annual Action Plan. It outlines the objectives and calendar for goal-setting and public participation.

Citizen Participation Outreach

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
1	Public Meeting	All Citizens	Public meetings regarding the allocation process were held twice a month and advertised on the City website and notification system via php listserv. All agendas, supplemental documentation, agency application, and minutes are available on the website.	All minutes are available on the City of Lawrence website found here: www.lawrenceks.org/pds .	There were no comments submitted that were not accepted.	www.lawrenceks.org/pds
2	Public Hearing	All citizens			There were no comments not accepted.	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
3	Newspaper Ad	All citizens	This ad was in conjunction with the Public Hearing. The notice included the link to the website for the Annual Action Plan and contained the Investment Summary, as well as information on how to submit comments on the Plan.	Comments are found as an attachment to this Action Plan.	There were no comments not accepted.	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
4	Internet Outreach	All Citizens	A listserv was utilized to inform the public of meetings and decisions of the CDAC. All citizens are encouraged to sign up for the service. Agendas and minutes are sent out to the listserv one week prior to the meetings. All meetings were open to the public.	NA	There were no comments not accepted.	

Table 4 – Citizen Participation Outreach

Expected Resources

AP-15 Expected Resources – 91.220(c) (1, 2)

Introduction

The priorities and accomplishment goals outlined in this document are based on assumptions about future funding levels for the Consolidated Plan programs. In all cases, the City of Lawrence has used the presumption of level-funding of each program at Federal Fiscal Year 2016 levels as outlined below. Because these programs are subject to annual Congressional appropriations as well as potential changes in funding distribution formulas or the number of communities eligible to receive entitlement grants, the accomplishment projections and planned activities are subject

to change with availability of funding.

Priority Table

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	622,315	75,000	198,495	895,810	0	The City will continue to derive strategy and priorities for housing and community development through the Step Up to Better Housing Strategy, which was developed cooperatively with public and private agencies and community groups. Housing, housing services, and community development are the focus of the strategy, which is divided into four areas: emergency housing, transitional housing, permanent housing and revitalized neighborhoods.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
HOME	public - federal	Acquisition Homebuyer assistance Homeowner rehab Multifamily rental new construction Multifamily rental rehab New construction for ownership TBRA	317,406	0	95,000	412,406	0	The City will continue to derive strategy and priorities for housing and community development through the Step Up to Better Housing Strategy, which was developed cooperatively with public and private agencies and community groups. Housing, housing services, and community development are the focus of the strategy, which is divided into four areas: emergency housing, transitional housing, permanent housing and revitalized neighborhoods.

Table 5 - Expected Resources – Priority Table

Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied

The City received an Emergency Solutions Grant (ESG) from the State of Kansas for \$181,784. ESG funds were used by two agencies to provide shelter operations and essential services, as well as an additional agency to provide homeless prevention, rapid re-housing, and HMIS support. The City of Lawrence funds a portion of the budget of six agencies (\$488,709 - The Salvation Army, Boys and Girls Club of Lawrence, Lawrence Community Shelter, Housing and Credit Counseling, Success By 6 Coalition of Douglas County and the Willow Domestic Violence Center) that also receive CDBG funding, usually at 1 to 4% of the agency budget. Additionally, the City of Lawrence funded a portion of the budget of seven non-

profit agencies (\$177,974 - Ballard Community Services, Health Care Access, The Shelter, Inc., Big Brothers Big Sisters, Douglas County Dental Clinic, Warm Hearts and VanGo Mobile Arts) that did not receive CDBG funding in program year 2016, but who serve low- to moderate-income or homeless individuals and families. Thus, total City funds devoted to nonprofit agencies was \$666,683. The City of Lawrence also funds a Homeless Outreach Team at a total cost of \$143,970. The City continues to identify match contributions for the HOME program. Thus far, match has been obtained from cash from non-federal sources; forgone taxes, fees, and charges; appraised land and real property; and site preparation, construction materials, and donated labor. HOME match requirements were satisfied through cash from non-federal sources, forgone fees, donated labor, and donated construction materials.

If appropriate, describe publically owned land or property located within the jurisdiction that may be used to address the needs identified in the plan

This is not applicable to the City of Lawrence.

Discussion

Lawrence will continue to utilize the Step Up to Better Housing Strategy as housing is among the highest of priority needs in the community. Resources will continue to be leveraged to provide the most we can with limited funding

Annual Goals and Objectives

AP-20 Annual Goals and Objectives - 91.420, 91.220(c)(3)&(e)

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Comprehensive Housing Rehabilitation	2013	2017	Affordable Housing	City of Lawrence	Improved quality of owner housing.	CDBG: \$375,000	Homeowner Housing Rehabilitated: 4 Household Housing Unit
2	Energy Improvements - Weatherization	2013	2017	Affordable Housing	City of Lawrence	Improved quality of owner housing.	CDBG: \$35,000	Homeowner Housing Rehabilitated: 17 Household Housing Unit
3	Emergency and Furnace Loans	2013	2017	Affordable Housing	City of Lawrence	Improved quality of owner housing.	CDBG: \$90,000	Homeowner Housing Rehabilitated: 18 Household Housing Unit
4	First Time Homebuyer Assistance	2013	2017	Affordable Housing	City of Lawrence	Availability of affordable owner housing.	HOME: \$96,027	Homeowner Housing Added: 3 Household Housing Unit
5	Accessibility Modifications	2013	2017	Affordable Housing Non-Homeless Special Needs	City of Lawrence	Accessibility of affordable rental housing.	CDBG: \$33,000	Rental units rehabilitated: 4 Household Housing Unit
6	Tenant-Based Rental Assistance	2013	2017	Affordable Housing Public Housing Homeless	City of Lawrence	Housing for the homeless.	HOME: \$193,717	Tenant-based rental assistance / Rapid Rehousing: 22 Households Assisted

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
7	Homeless/HIV/AIDS Services	2013	2017	Homeless Non-Homeless Special Needs	City of Lawrence	Housing for the homeless. Supportive services for those with HIV/AIDS. Homelessness prevention services.	CDBG: \$37,683	Homeless Person Overnight Shelter: 655 Persons Assisted
8	Public Services	2013	2017	Non-Homeless Special Needs	City of Lawrence	Homelessness prevention services. Public Services for LMI persons.	CDBG: \$35,360	Public service activities for Low/Moderate Income Housing Benefit: 194 Households Assisted
9	Neighborhood Assistance	2013	2017	Neighborhoods	City of Lawrence	Neighborhood improvement and stability.	CDBG: \$20,303	Public service activities other than Low/Moderate Income Housing Benefit: 13880 Persons Assisted
10	Property Acquisition/New Construction	2013	2017	Affordable Housing	City of Lawrence	Availability of affordable owner housing.	HOME: \$75,051	Homeowner Housing Added: 3 Household Housing Unit
11	Infrastructure	2013	2017	Non-Housing Community Development	City of Lawrence	Quality/quantity/access of public improvements. Neighborhood improvement and stability.	CDBG: \$145,000	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 22287 Persons Assisted

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
12	Capital Improvements	2013	2017	Non-Housing Community Development	City of Lawrence	Accessibility of affordable rental housing. Quality/quantity/access of public improvements. Neighborhood improvement and stability.	CDBG: \$0	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 1000 Persons Assisted
13	Administration	2013	2017	Administration	City of Lawrence	Housing for the homeless. Availability of affordable rental units. Supportive services for those with HIV/AIDS. Homelessness prevention services. Availability of affordable owner housing. Improved quality of owner housing. Accessibility of affordable rental housing. Quality/quantity/access of public improvements. Public Services for LMI persons. Neighborhood improvement and stability.	CDBG: \$124,463 HOME: \$47,610	Other: 1 Other

Table 6 – Goals Summary

Goal Descriptions

1	Goal Name	Comprehensive Housing Rehabilitation
	Goal Description	Comprehensive Housing Rehab prevents deterioration of existing structures that are already owner-occupied. Homeowners with low-moderate income often cannot afford to make necessary improvements to their homes, which leads to deterioration of the properties. Bringing a home up to rehab standards at a minimal cost to homeowners extends the life of existing housing stock and allows homeowners to remain in their homes longer. Includes Program Delivery costs.
2	Goal Name	Energy Improvements - Weatherization
	Goal Description	The weatherization program is a grant program for low-moderate income homeowners, which improves the energy efficiency of homes and thus increasing the affordability of the housing.
3	Goal Name	Emergency and Furnace Loans
	Goal Description	Emergency and furnace loans are no-interest, deferred-payment loans that allow homeowners to make emergency repairs such as electrical, plumbing or roofing and to replace failing furnaces with newer, energy-efficient systems.
4	Goal Name	First Time Homebuyer Assistance
	Goal Description	The First Time Homebuyer Program, which is administered in partnership with Tenants to Homeowners and the Lawrence Community Land and Housing Trust, offers low-moderate income people an opportunity for homeownership. The program provides up to \$35,000 in down payment and closing costs for qualifying individuals and up to \$25,000 in rehab costs. With the Land Trust model subsidies are retained and ensure that affordable housing stock remains affordable far into the future. This program accomplishes affordable housing goals as well as neighborhood revitalization goals.
5	Goal Name	Accessibility Modifications
	Goal Description	The Accessible Housing Program (AHP) enables individuals with disabilities to live in affordable and accessible housing that is integrated throughout the community.

6	Goal Name	Tenant-Based Rental Assistance
	Goal Description	Addresses the housing needs of the homeless who are not eligible for other local housing assistance.
7	Goal Name	Homeless/HIV/AIDS Services
	Goal Description	Funding will be allocated to the emergency homeless shelter for operations.
8	Goal Name	Public Services
	Goal Description	Funding will be allocated to tenant/landlord counseling services, as well as to emergency financial assistance for rent, utility, or deposits. In addition, funding will be provided for a shelter security system for a Women's domestic violence shelter.
9	Goal Name	Neighborhood Assistance
	Goal Description	Funding is provided to neighborhood associations in low-moderate census tracts in Lawrence to provide for operations, such as the coordinator salary as well as newsletter costs. Funding is provided to Brook Creek Neighborhood Association, East Lawrence Neighborhood Association, North Lawrence Improvement Association, and Pinckney Neighborhood Association.
10	Goal Name	Property Acquisition/New Construction
	Goal Description	Acquisition and new construction of affordable housing. Includes CHDO set-aside.
11	Goal Name	Infrastructure
	Goal Description	Projects include two traffic calming devices in the North Lawrence neighborhood and ADA sidewalk ramp gap project in a low-moderate income neighborhoods. In addition, funding will be provided for a pedestrian hybrid beacon at 16th and Haskell, benefitting a low-mod area near the Lawrence-Douglas County Housing Authority.

12	Goal Name	Capital Improvements
	Goal Description	There are no capital improvement projects funded outside of the other categories already described in 2017.
13	Goal Name	Administration
	Goal Description	CDBG and HOME administration, including CHDO operating.

Table 7 – Goal Descriptions

Estimate the number of extremely low-income, low-income, and moderate-income families to whom the jurisdiction will provide affordable housing as defined by HOME 91.215(b):

Under the HOME-funded goals of Tenant-Based Rental Assistance (32 families assisted), First-time Homebuyer Assistance (two families assisted), Habitat for Humanity (one families assisted) and CHDO Set-Aside (two families assisted) the grant will assist approximately 35 families with housing.

AP-35 Projects – 91.220(d)

Introduction

The City of Lawrence Community Development Advisory Committee (CDAC) is the body that receives and reviews applications for the CDBG and HOME funding. The applications are due to the committee in December, and the allocation process occurs between January and April. A public hearing is held in April and the City Commission receives the allocation recommendations as well as the annual Action Plan/five-year Consolidated Plan in May for approval. The CDAC has worked with the "Step Up to Better Housing" strategy since 1996 and all funding decisions are based on a component of housing or housing-related activities, with an underlying focus of revitalized neighborhoods.

#	Project Name
1	Comprehensive Housing Rehabilitation
2	Weatherization
3	First Time Homebuyer Assistance
4	Furnace Loans
5	Emergency Loans
6	Capital Improvements
7	Accessibility Modifications
8	Tenant Based Rental Assistance (TBRA)
9	Neighborhood Association Assistance
10	Public Services
11	Administration
12	CHDO Set Aside
13	Property Acq/New Construction

Table 8 – Project Information

Describe the reasons for allocation priorities and any obstacles to addressing underserved needs

The City will continue to derive strategy and priorities for housing and community development through the Step Up to Better Housing Strategy, which was developed cooperatively with public and private agencies and community groups. Housing, housing services, and community development are the focus of the strategy, which is divided into four areas: emergency housing, transitional housing, permanent housing and revitalized neighborhoods. The primary obstacle to meeting all of the identified needs, including those identified as high priorities is the general lack of funding resources available to the public and private agencies who serve low and moderate income residents. Lawrence, due to being an entitlement community, is not eligible for state CDBG or HOME programs. No state dollars are available for community development activities and the city's general fund has been stretched to overcome stagnant property and sales tax revenues. This leaves little room for expansion of community development funding at the local level. Furthermore, the City of Lawrence's entitlement grants have been

reduced over the last several years further limiting the funds available to address the needs in the community.

Projects

AP-38 Projects Summary

Project Summary Information

Table 9 – Project Summary

1	Project Name	Comprehensive Housing Rehabilitation
	Target Area	City of Lawrence
	Goals Supported	Comprehensive Housing Rehabilitation
	Needs Addressed	Improved quality of owner housing.
	Funding	CDBG: \$375,000
	Description	City of Lawrence Community Development Division. City-wide program that provides up to \$25,000to bring owner-occupied homes to rehabilitation standards. This improves housing stock and makes continued home ownership a possibility for low and moderate income residents of Lawrence. (4 units) Includes Program Delivery costs.
	Target Date	7/31/2018
	Estimate the number and type of families that will benefit from the proposed activities	The Comprehensive Rehabilitation Program will assist four families with rehab of owner-occupied housing.
	Location Description	Location will be within the City of Lawrence.

	Planned Activities	Comprehensive Housing Rehab prevents deterioration of existing structures that are already owner-occupied. Homes with low-moderate income owners often cannot afford to make the necessary improvements to their homes, which leads to deterioration of the properties. This program brings the home up to a rehab standard at minimal cost to the homeowner, and allows extension of the life of the housing stock and allows homeowners to remain in their homes longer. This activity also contains program delivery funding.
2	Project Name	Weatherization
	Target Area	City of Lawrence
	Goals Supported	Energy Improvements - Weatherization
	Needs Addressed	Improved quality of owner housing.
	Funding	CDBG: \$35,000
	Description	The Weatherization program is a grant program for low-moderate income homeowners, which improves the energy efficiency of homes and thus increasing the affordability of the housing.
	Target Date	7/31/2018
	Estimate the number and type of families that will benefit from the proposed activities	An estimated 17 homeowners will be assisted with the Weatherization program.
	Location Description	Activity will occur within the City of Lawrence, KS.
3	Planned Activities	The Weatherization program is a grant program for low-moderate income homeowners, which improves the energy-efficiency of homes and thus increasing the affordability of the housing. The program consists of weather stripping of doors, storm windows, and attic insulation.
	Project Name	First Time Homebuyer Assistance
	Target Area	City of Lawrence

	Goals Supported	First Time Homebuyer Assistance
	Needs Addressed	Availability of affordable owner housing.
	Funding	HOME: \$96,029
	Description	The First Time Homebuyer Program, which is administered in partnership with Tenants to Homeowners and the Lawrence Community Land and Housing Trust, offers low-moderate income people an opportunity for homeownership. The program provides up to \$35,000 in down payment and closing costs for qualifying individuals and up to \$35,000 in rehab costs. With the Land Trust model subsidies are retained and ensure that affordable housing stock remains affordable far into the future. This program accomplishes affordable housing goals as well as neighborhood revitalization goals.
	Target Date	7/31/2018
	Estimate the number and type of families that will benefit from the proposed activities	Three households will be assisted with this activity.
	Location Description	Activity will occur within the City of Lawrence, KS.
	Planned Activities	The First Time Homebuyer Program, which is administered in partnership with Tenants to Homeowners and the Lawrence Community Land and Housing Trust, offers low-moderate income people an opportunity for homeownership. The program provides up to \$35,000 in down payment and closing costs for qualifying individuals. With the Land Trust model subsidies are retained and ensure that affordable housing stock remains affordable far into the future. This program accomplishes affordable housing goals as well as neighborhood revitalization goals.
4	Project Name	Furnace Loans
	Target Area	City of Lawrence
	Goals Supported	Emergency and Furnace Loans

	Needs Addressed	Improved quality of owner housing.
	Funding	CDBG: \$45,000
	Description	Emergency and Furnace loans are no-interest, deferred-payment loans that allow homeowners to make emergency repairs such as electrical, plumbing, or roofing and to replace failing furnaces with newer, energy-efficient systems.
	Target Date	7/31/2018
	Estimate the number and type of families that will benefit from the proposed activities	There will be approximately nine households assisted with this activity.
	Location Description	Activity will take place within the City of Lawrence, KS.
	Planned Activities	Emergency and Furnace loans are no-interest, deferred-payment loans that allow homeowners to make emergency repairs such as electrical, plumbing, or roofing and to replace failing furnaces with newer, energy-efficient systems.
5	Project Name	Emergency Loans
	Target Area	City of Lawrence
	Goals Supported	Emergency and Furnace Loans
	Needs Addressed	Improved quality of owner housing.
	Funding	CDBG: \$45,000
	Description	Emergency and Furnace loans are no-interest, deferred-payment loans that allow homeowners to make emergency repairs such as electrical, plumbing, or roofing and to replace failing furnaces with newer, energy-efficient systems.
	Target Date	7/31/2018

	Estimate the number and type of families that will benefit from the proposed activities	There will be approximately nine households assisted with this activity.
	Location Description	The activity will occur within the City of Lawrence, KS.
	Planned Activities	Emergency and Furnace loans are no-interest, deferred-payment loans that allow homeowners to make emergency repairs such as electrical, plumbing, or roofing and to replace failing furnaces with newer, energy-efficient systems.
6	Project Name	Capital Improvements
	Target Area	City of Lawrence
	Goals Supported	Infrastructure Capital Improvements
	Needs Addressed	Quality/quantity/access of public improvements.
	Funding	CDBG: \$145,000
	Description	The Capital Improvement category includes infrastructure, building, and other capital enhancements that benefit low-moderate income persons, clientele, or areas.
	Target Date	7/31/2018
	Estimate the number and type of families that will benefit from the proposed activities	There will be approximately 22,287 persons/households assisted by the various non-public service activities.
	Location Description	All activities will occur within the low-mod designated areas of the City of Lawrence, KS.

	Planned Activities	<p>North Lawrence Improvement Association traffic calming device (2) - \$7,000 (assisting approximately 2157 people) installation/construction of a speed humps located in the 700 Block of Elm and the 700 Block of Walnut Street in North Lawrence.</p> <p>City of Lawrence Public Works Department ADA Ramp Sidewalk Gap Project - \$93,000 (various neighborhoods tba. Approximately 20,000 + people benefitting) Project will fill in ADA ramp gaps that exist in various locations within the low-moderate income neighborhoods of Lawrence.</p> <p>City of Lawrence Public Works Department Pedestrian Hybrid Beacon Project - \$45,000 (mainly benefitting the Lawrence-Douglas County Housing Authority property located at 1600 Haskell Ave. - 130 household units.</p>
7	Project Name	Accessibility Modifications
	Target Area	City of Lawrence
	Goals Supported	Accessibility Modifications
	Needs Addressed	Accessibility of affordable rental housing.
	Funding	CDBG: \$33,000
	Description	The Accessible Housing Program (AHP) enables individuals with disabilities to live in affordable and accessible housing that is integrated throughout the community. The program includes accessibility modifications in rental units for low-moderate income persons. Includes program delivery allowance.
	Target Date	7/31/2018
	Estimate the number and type of families that will benefit from the proposed activities	Accessibility modifications including, but not limited to, entrance ramps, widening of doors, roll-in shower improvements, accessible sinks, accessible height toilets, and grab bars.
	Location Description	There will be approximately four rental units that will receive accessibility modifications.

	Planned Activities	The Accessible Housing Program (AHP) enables individuals with disabilities to live in affordable and accessible housing that is integrated throughout the community. The program includes accessibility modifications in rental units for low-moderate income persons. Includes program delivery allowance.
8	Project Name	Tenant Based Rental Assistance (TBRA)
	Target Area	City of Lawrence
	Goals Supported	Tenant-Based Rental Assistance
	Needs Addressed	Housing for the homeless. Accessibility of affordable rental housing.
	Funding	HOME: \$193,717
	Description	Tenant-Based Rental Assistance is provided to families and individuals who are homeless who do not otherwise qualify for housing subsidy. Maximum term of 24 months.
	Target Date	7/31/2019
	Estimate the number and type of families that will benefit from the proposed activities	There will be approximately 22 households assisted with this activity.
	Location Description	This activity will take place in the City of Lawrence, KS.
9	Planned Activities	Funds under this project are used to provide both rent subsidies and deposits to private landlords on behalf of low income homeless individuals and families for transitional housing, or, where necessary, deposit assistance for homeless households through the agency's traditional public housing or Section 8 programs.
	Project Name	Neighborhood Association Assistance
	Target Area	City of Lawrence
	Goals Supported	Neighborhood Assistance

	Needs Addressed	Neighborhood improvement and stability.
	Funding	CDBG: \$20,303
	Description	Funding is provided to neighborhood associations in low-moderate census tracts in Lawrence to provide for operations such as the coordinator vendor payments as well as newsletter costs.
	Target Date	7/31/2018
	Estimate the number and type of families that will benefit from the proposed activities	The population of people living in the low-mod neighborhoods that receive this funding totals approximately 13,880.
	Location Description	The locations are the low-mod neighborhoods of Brook Creek, East Lawrence, North Lawrence, and Pinckney.
	Planned Activities	<p>Funding is provided to neighborhood associations in low-moderate census tracts in Lawrence to provide for operations such as the coordinator salary as well as newsletter costs.</p> <p>\$5,075.85 each to Brook Creek Neighborhood Association, East Lawrence Neighborhood Association, North Lawrence Improvement Association, and Pinckney Neighborhood Association.</p>
10	Project Name	Public Services
	Target Area	City of Lawrence
	Goals Supported	Homeless/HIV/AIDS Services Public Services
	Needs Addressed	Housing for the homeless.
	Funding	CDBG: \$73,044

	Description	Assistance to agencies primarily servicing LMI persons.
	Target Date	7/31/2018
	Estimate the number and type of families that will benefit from the proposed activities	With all the activities, the estimated number of beneficiary households will be 844.
	Location Description	The activities will be carried out in the City of Lawrence, KS.
	Planned Activities	The 2017 CDBG Public Services allocation will go to the following agencies: The Salvation Army for the Emergency Services Council fund with funds rent and utility payments of up to \$250 for income qualified individuals and families (\$13,445.96 – approximately 56 families). Housing and Credit Counseling, Inc., which funds tenant/landlord counseling for income-eligible individuals and families (\$4,802.13 – approximately 56 people). Success by Six for their Housing Assistance Fund, which provides rent and utility assistance for income-eligible families with children. (\$6,722.98 – approximately 20 families) The Willow Domestic Violence Center for a security system replacement at the DV shelter (\$784.95 – approximately 17 women and children per night). Lawrence Community Shelter – operating costs for homeless shelter. (\$37,683.32 – approximately 655 men, women, and children). Catholic Charities of Northeast Kansas – Emergency Assistance subsidy for income-eligible clients (\$9,604.26 – approximately 40 men, women, and children).
11	Project Name	Administration
	Target Area	City of Lawrence
	Goals Supported	Administration

	Needs Addressed	Improved quality of owner housing. Availability of affordable rental units. Housing for the homeless. Accessibility of affordable rental housing. Homelessness prevention services. Availability of affordable owner housing. Quality/quantity/access of public improvements. Supportive services for those with HIV/AIDS. Public Services for LMI persons. Neighborhood improvement and stability.
	Funding	CDBG: \$124,463 HOME: \$47,610
	Description	Administration of HOME and CDBG including CHDO operating.
	Target Date	7/31/2018
	Estimate the number and type of families that will benefit from the proposed activities	NA
	Location Description	The activities that the Administration assists is within the City of Lawrence, KS.
	Planned Activities	CDBG Administration: \$124,463 HOME Administration: \$31,740 CHDO Operating: \$15,870
12	Project Name	CHDO Set Aside
	Target Area	City of Lawrence
	Goals Supported	Property Acquisition/New Construction

	Needs Addressed	Availability of affordable owner housing.
	Funding	HOME: \$47,610
	Description	Acquisition and/or construction of new housing.
	Target Date	7/31/2019
	Estimate the number and type of families that will benefit from the proposed activities	Two units of affordable housing will be developed with this allocation.
	Location Description	Activity will be within the City of Lawrence, KS.
	Planned Activities	CHDO Set-Aside eligible activities, to be determined.
13	Project Name	Property Acq/New Construction
	Target Area	City of Lawrence
	Goals Supported	Property Acquisition/New Construction
	Needs Addressed	Availability of affordable owner housing.
	Funding	HOME: \$27,440
	Description	Lawrence Habitat for Humanity and related projects.
	Target Date	7/31/2019
	Estimate the number and type of families that will benefit from the proposed activities	One affordable unit will be built with this allocation.
	Location Description	Activity will occur within the City of Lawrence, KS.
	Planned Activities	Foundations for one Habitat for Humanity home.

AP-50 Geographic Distribution – 91.220(f)

Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed

Activities will be carried out in the City of Lawrence and will either provide direct benefit to low-moderate income clientele, low-moderate income neighborhoods, or agencies that provide services to low-mod clientele.

Geographic Distribution

Target Area	Percentage of Funds
City of Lawrence	100

Table 10 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

Lawrence does not have target areas. A map illustrating the low-mod census tracts is attached to this Annual Action Plan.

Discussion

All activities will be carried out in the City of Lawrence and will either provide direct benefit to low-moderate income clientele, low-moderate income neighborhoods, or agencies that provide services to low-mod clientele.

Affordable Housing

AP-55 Affordable Housing – 91.220(g)

Introduction

According to the Step Up to Better Housing Strategy, permanent, affordable housing includes a variety of ownership and rental choices (including permanent supportive housing arrangements). Permanent Supportive Housing: Permanent housing with ongoing support services. Permanent Housing: Assisted or non-assisted public or private housing with no time limit. NEEDS: Low-income homebuyer and rental assistance; Programs to help sustain homeownership; Public and private policies which promote permanent housing for people with low-incomes and for people with disabilities; Permanent supportive housing; A stock of decent affordable homes for purchase and rent; Respite care for people in need.

One Year Goals for the Number of Households to be Supported	
Homeless	655
Non-Homeless	194
Special-Needs	4
Total	853

Table 11 - One Year Goals for Affordable Housing by Support Requirement

One Year Goals for the Number of Households Supported Through	
Rental Assistance	22
The Production of New Units	4
Rehab of Existing Units	4
Acquisition of Existing Units	0
Total	30

Table 12 - One Year Goals for Affordable Housing by Support Type

Discussion

According to the Step Up to Better Housing Strategy, the following strategies apply to permanent housing: STRATEGIES: Continue to invest funds for homebuyer assistance; Consider supportive service needs for low-income elderly, persons with disabilities, and other at-risk populations when investing available funds; Continue to invest funds in rehabilitation, weatherization, and emergency funds; Secure more tenant-based rental assistance; Encourage landlords to accept tenants who receive rental assistance; Encourage landlords to accept tenants with poor or criminal histories; Facilitate proper code enforcement; Support agencies that provide housing stabilization services.

AP-60 Public Housing – 91.220(h)

Introduction

The City of Lawrence and the Lawrence-Douglas County Housing Authority have a very viable working relationship, and the partnership between the agencies spans beyond Consolidated Plan items. The City is actively searching for alternative funding opportunities for the TBRA program. In addition to TBRA the Housing Authority has a very successful Move To Work program in place. The Lawrence-Douglas County Housing Authority sees the community as a big picture and not just in relation to the services that they provide. The successful partnerships between the Housing Authority and the community will only continue to become stronger.

Actions planned during the next year to address the needs to public housing

HOME funds will continue to be granted to LDCHA for the Homeless Transitional TBRA Program.

Actions to encourage public housing residents to become more involved in management and participate in homeownership

According to the LDCHA, the Resident Services Department reported the following: Over 400 households received financial literacy, employment, and support services from the LDCHA Resident Services Department; and over \$26,791 of savings matching grants were distributed for new home ownership.

If the PHA is designated as troubled, describe the manner in which financial assistance will be provided or other assistance

LDCHA is a high-performing agency.

Discussion

The reduction in HOME funds over the last several years has had a large impact on the amount of families the TBRA assistance has been able to help. LDCHA continues to seek additional funding to assist in this program and continue the progression of the community Housing Vision.

AP-65 Homeless and Other Special Needs Activities – 91.220(i)

Introduction

The Lawrence Community Shelter is the sole homeless shelter in operation in Lawrence. The Lawrence Community Shelter provides shelter for those who are unable to pass a Breathalyzer test, as well as also accepting non-intoxicated, single male/female individuals and families in need of shelter. The Lawrence Police Department assists with late night emergency admissions to the shelter. On weekday mornings and during the day, the Lawrence Community Shelter provides drop in shelter and services, with an emphasis on employment, for people experiencing homelessness or who are at-risk of homelessness. The Lawrence Community Shelter receives CDBG support for emergency housing activities as the sole emergency shelter in Lawrence. Family Promise of Lawrence also provides temporary shelter for families in Lawrence. Within the last four years, the Lawrence Community Shelter moved into a new shelter facility in Lawrence that enables a larger number of guests as well as enhanced services and job programs. Service agencies assist homeless individuals with finding housing and supportive services. Transitional housing is also provided through vouchers funded by HOME funds to the general homeless population. LDCHA will receive HOME funds for transitional housing vouchers (Tenant Based Rental Assistance). The Salvation Army has developed a transitional housing program, and continues to apply for funding through the Balance of State Continuum of Care. As mentioned previously, the poverty rate in Lawrence is at 29%. The January 2015 Point in Time homeless count provided a number of 296 individuals who were literally homeless, precariously housed, or imminently homeless. This number did count those housed in transitional housing. The LDCHA TBRA program is designed to bring chronically homeless people into temporary housing. Looking at the homeless count number considering that the one emergency shelter in Lawrence is filled to capacity every night, the daily usage of the drop in center is high, and the multitude of individuals served by meal programs or other services on a daily basis, indicates there is a definite need for transitional housing subsidy in Lawrence. Private nonprofit agencies administer 62 (only six for chronically homeless) units of permanent supportive housing in Lawrence. The Homelessness Issues Advisory Committee estimates the need for another 32 supportive housing units for chronically homeless individuals. The need was based on information extrapolated from the 2011 Homeless Survey. The Lawrence-Douglas County Housing Authority (LDCHA) is currently in the 10th year of a Continuum of Care Supportive Housing Grant for its permanent supportive housing program, Hope Building. Hope Building provides housing and support services for up to six chronically homeless persons with disabilities. The LDCHA operates the program with the Bert Nash Community Mental Health Center providing mental health services and DCCCA providing substance abuse services. As of January 2016, the Hope Building was at full capacity.

Describe the jurisdictions one-year goals and actions for reducing and ending homelessness including

Reaching out to homeless persons (especially unsheltered persons) and assessing their

individual needs

During the 2017 program year, funding will remain intact for the Homeless Outreach Team, which is funded from the City General Fund. This outreach team of four is charged with reaching out to unsheltered homeless, and they work to facilitate a client's move into the emergency shelter, Family Promise shelter, or other temporary housing solutions. They work with the Housing Vision to move people along the continuum of housing. Part of the outreach effort is to build a sense of trust with the case worker and the homeless individual or family. Case managers assist this population with service referrals, obtaining identification, transportation to both medical appointments as well as job/workforce opportunities, and obtaining benefits. The social service network in Lawrence is a very diverse partnership between agencies and several meetings are held quarterly that bring together case managers to discuss service delivery and opportunities. Lawrence, being part of the Balance of State Continuum of Care, is part of discussions to centralize intake on a statewide level, and currently local service providers, outreach workers, and case managers have free access to the Homeless Information Management System (HMIS). Case management for those experiencing homelessness has proven to be the most effective way to transition the person or family into housing, and have them remain in housing.

Addressing the emergency shelter and transitional housing needs of homeless persons

In January of 2013, the Lawrence Community Shelter, which is the only emergency shelter in Lawrence, moved into a new facility that increased their bed capacity from 75 to 125. They have a separate family area and workforce programs on site, along with a new case management plan to move their guests into housing. If a guest stays at the shelter they must be involved in programming to facilitate their move to housing. The Homeless Outreach Team, as well as numerous service providers, have case management agreements with the Lawrence-Douglas County Housing Authority for their TBRA program. Included in the regulations of the TBRA program is a requirement of case management and wrap around service delivery for their clients. The idea behind the case management and TBRA is to move them from a temporary home (TBRA) to either permanent housing or Section 8 housing. Without reaching out to the people affected and offering a wrap-around case management approach maintaining housing is extremely difficult. Although new programs began in the 2016 calendar year, Lawrence, much like many other geographical areas, experiences a lack of Permanent Supportive Housing (PSH) Units for those with mental illness or disabilities. Currently there are 14 units of PSH in the community, which are a mixture of individual and family units. This continues to be a focus of the CoC.

Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were

recently homeless from becoming homeless again

As mentioned previously, case management is the most effective method of assisting all homeless (chronic, families with children, veterans and their families) both obtain housing and remain housed. Lawrence, nor the Balance of State Continuum of Care, has seen any documented instances of unaccompanied youth, however there are shelter spots available should that change. Once a person enters the emergency shelter, they are provided case management and an expectation of moving them across the Housing Vision and into a minimum of transitional housing. Once in Transitional Housing, extensive case management occurs with the assigned case manager, as well as through the LDCHA Resident Services Department, which helps with items such as computer education, workforce training, resume building, and other lifestyle-type activities. Families with children have seen a dramatic increase in recent years, and agencies have worked to modify programming and shelter space to accommodate the rising number of this population. Lawrence Community Shelter provides a separate space for families with children in their shelter facility, and Lawrence Family Promise is a faith-based initiative that houses families in a network of member congregations. Family Promise also offers their own case management and mentoring program, and has recently begun offering an intermediary housing option for those who successfully complete their shelter program, but might not be financially able to support their own housing immediately.

Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); or, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs.

Overall, there are several programs in the Lawrence community that work with families to try to avoid homelessness. There are utility programs, rental assistance, utility assistance, and landlord-tenant relations programs. There is a firm commitment to keeping people housed in the community, thus never having to enact the Housing Vision for everyone. Many agencies have Memorandums of Understanding which run through a series of providers. Everyone has the same goal, which is to either house the homeless or help them to remain housed. Foster Care: Youth who leave the foster care system because they have attained 18 years of age are eligible to participate in Independent Living Services, contracted by Kansas Department of Children and Families (DCF). Caseworkers begin working with youth who will age out of foster care on a discharge plan as early as age 15 to ensure that youth will not need to seek McKinney-Vento housing options. Planning includes housing, employment and education. Mental Health: DCF has adopted a policy that would prevent discharging homeless individuals from publicly funded institutions or systems of care into homelessness or into HUD funded programs for the homeless. Additionally, Bert Nash works closely with State hospitals for discharge of patients who have been released. Bert Nash sets up intake appointments with all those released in Douglas County and works to follow up with them to work through the issue of being released into homelessness. Corrections: The

Douglas County Jail has developed an extensive re-entry program that includes a housing component. A full-time Re-entry Coordinator works within the community in collaboration with other service providers and housing providers, as well as sitting on the Homeless Issues Advisory Committee. The County recognizes that releasing offenders into homelessness increases the likelihood for re-offending.

Discussion

Lawrence prides itself on a decades-long track record of successful partnerships among public and private sector entities in regard to homeless and other special needs activities. The Consolidated Plan delivery system is an example of this. Communication and cooperation between the City of Lawrence's Community Development Division and the partner agencies and organizations that administer activities is strong. CDD staff has worked closely with the organizations involved in Consolidated Plan programs to improve regulatory compliance, monitoring, cooperation and partnerships among agencies, and technical capacity of organizations involved in project delivery.

One year goals for the number of households to be provided housing through the use of HOPWA for:
Short-term rent, mortgage, and utility assistance to prevent homelessness of the individual or family
Tenant-based rental assistance
Units provided in housing facilities (transitional or permanent) that are being developed, leased, or operated
Units provided in transitional short-term housing facilities developed, leased, or operated with HOPWA funds
Total

AP-75 Barriers to affordable housing – 91.220(j)

Introduction

The City's AFH will be due to HUD by November 1, 2017. For now, the City of Lawrence will continue to work under the Analysis of Impediments (AI). The AI does indicate that Lawrence has done well in avoiding systematic impediments to fair housing choice, although affordability remains an important challenge. City ordinances, regulations, administrative policies, procedures and practices do not impede housing choice. The rental and homebuyer market, however, continue to remain at higher levels than most of the state of Kansas for those families of three or more. Work is beginning for the collaborated AFFH document, and coordination with providers in the Lawrence/Douglas County area is in the beginning stages to meet the requirements prior to the 2018 Consolidated Plan submission.

The City of Lawrence created the Mayor-appointed Affordable Housing Advisory Board in late 2015 to work on the funding stream and establishment of the Lawrence Housing Trust Fund. The advisory board has begun the initial discussions regarding affordable housing and is working to prioritize needs and goals. This funding source has the potential to supplement programs that are funded using CDBG and HOME dollars, as the programs have a history of success and adding additional funding as HOME dollars have been cut can increase the impact of the programs in the community.

Actions it planned to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment

A review of the City of Lawrence housing policy indicates there are no institutional barriers to obtain affordable housing. The city has adopted the 2015 International Codes (Building, Residential, Fire, Energy, Mechanical, Plumbing and Fuel Gas) and the 2014 National Electrical Code. The 2015 International Property Maintenance Code that has been adopted as the minimum housing code is similar to the requirements of HUD's Housing Quality Standards. The minimum housing code is enforced through the rental registration program that requires all rental properties to be inspected at least once every three years. All other minimum housing code is enforced on a complaint basis. The city does not impose rent controls or impact fees. Regulations that are designed to protect the health, safety, and welfare of citizens may affect the cost of housing. However, these regulations are not designed to discourage the availability of affordable housing. Therefore, the City of Lawrence does not propose actions or reform steps to remove or restructure such policies in the coming five-year period.

Discussion

The primary obstacle to meeting all of the identified needs, including those identified as affordable

housing activities, is the general lack of funding resources available to the public and private agencies who serve low and moderate income residents.

AP-85 Other Actions – 91.220(k)

Introduction

This Annual Action Plan provides a basis and strategy for the use of federal funds granted to the City of Lawrence by the U.S. Department of Housing and Urban Development (HUD) under the Community Development Block Grant (CDBG) and Home Investment Partnerships (HOME) programs. This Action Plan covers the period beginning August 1, 2017 through July 31, 2018. Programs and activities described in this plan are intended to primarily benefit low and moderate-income residents of the City of Lawrence, neighborhoods with high concentrations of low-income and moderate-income residents, and the city as a whole.

Actions planned to address obstacles to meeting underserved needs

The primary obstacle to meeting all of the identified needs, including those identified as high priorities is the general lack of funding resources available to the public and private agencies who serve low and moderate income residents. Lawrence, due to being an entitlement community, is not eligible for state CDBG funding. Since no state dollars are available for community development activities, the city's general fund has been stretched to overcome stagnant property and sales tax revenues. Local cuts have resulted in reductions of all department budgets. This leaves little room for expansion of community development funding at the local level. Furthermore, the City of Lawrence's entitlement grants have been reduced over the last several years further limiting the funds available to address the needs in the community. Staff continues to look for other funding opportunities to leverage projects and priorities in the Consolidated Plan.

Actions planned to foster and maintain affordable housing

HOME funds are allocated for a First Time Homebuyer Program through the City's designated Community Housing Development Organization (CHDO), Tenants to Homeowners, Inc. (TTH). The TTH First Time Homebuyer program is the Lawrence Community Housing Trust (LCHT). The LCHT was instituted in Lawrence to preserve long term affordable housing for Lawrence residents with low and moderate incomes. The City and TTH have long partnered in providing this homebuyer program. The City provides funding, technical assistance, and oversight to TTH and TTH in turn, does outreach for potential homebuyers, provides the pre-purchase education, and generally administers the program. The LCHT First Time Homebuyer Program supersedes the City's previous First Time Homebuyer Program, Homeowners Out of Tenants (HOOT). Funds are also allocated to Habitat for Humanity for affordable housing projects.

As required by HOME regulations, to ensure affordability for the LCHT program, the City has elected to impose resale requirements. Current resale requirements of the program ensure that the housing is made available for subsequent purchase only to a buyer whose family qualifies as a low or moderate income family (50%-80% MFI paying no more than 38 percent of income for Principal, Interest, Property Taxes

and Insurance), and will use the property as their principal residence.

Actions planned to reduce lead-based paint hazards

The city will ensure that all federally funded improvement programs for the existing housing stock use lead hazard reduction activities including evaluating lead hazard risk and using only lead free paint. Staff distributes Renovate Right pamphlets, published by the Environmental Protection Agency. The Community Development Division has three staff certified as Lead Hazard Risk Assessors and Inspectors. They have also received and provided training in Lead Safe Work Practices.

Actions planned to reduce the number of poverty-level families

One purpose of the Consolidated Plan Programs and other initiatives in Lawrence is to reduce the number of persons in poverty. The emphasis in Lawrence is to help people rise out of poverty, rather than temporarily easing their situation. Although essential short-term direct aid such as emergency food and shelter is provided, the strongest community support is for programs to address the root causes of poverty and assisting people in becoming self-sufficient in the long-term. Two key components of helping people attain self-sufficiency are employment and housing. Examples of programs that directly influence people's ability to escape poverty include job education and placement services as well as housing advocacy, homeless prevention and rental assistance. Projects that indirectly affect poverty include those that improve the community at-large and provide transportation and child care services that help people access employment and services. CDBG, HOME, CoC and State ESG funds are often used as matching funds for other grants that also contribute to reducing the number of families living in poverty. Thus, the power of these federal dollars is leveraged to a greater extent. Recognizing that limited Consolidated Plan dollars should be focused where the need is greatest; Lawrence gives preference to projects that directly benefit low and moderate income residents or serve low and moderate income neighborhoods over those that will benefit the city as a whole. This strategy will ensure that scarce resources are directed to best serve those who have the greatest need, including those areas with the greatest concentration of poverty. In addition to Consolidated Plan programs, a number of other public, private, and partnership initiatives have been designed to assist in the reduction of poverty rates. These include the Workforce Development Center, the Douglas County Re-entry Program, and a newly forming partnership of employment agencies. The City's "Step Up to Better Housing" Strategy and the "Housing Vision" developed by the former Community Commission on Homeless will serve as the baseline for the city's antipoverty strategy.

Actions planned to develop institutional structure

The Planning and Development Services Department, Community Development Division (CDD) is the lead agency of the City in the development of the Consolidated Plan and Annual Action Plans. CDD provides fiscal and regulatory oversight of all CDBG and HOME funding. The Lawrence City Commission acts as the

final authority for the appropriation of funds for Annual Action Plan activities under the Consolidated Plan grant programs, following recommendations of the CDAC. In addition, the City provides opportunities to the maximum extent possible, to women and minority owned business enterprises for contract bids and services. The City of Lawrence encourages inclusion in the list of approved bidders for minority and women-owned businesses, and actively works to recruit new contractors into the programs administered by the CDD. HOME sub-grantee agreements specifically contain the language:³ Affirmative marketing and MBE/WBE records: (a) Records demonstrating compliance with the affirmative marketing procedures and requirements of 92.351. (b) Documentation and data on the steps taken to implement the jurisdiction's outreach programs to minority owned and female owned businesses including data indicating the racial/ethnic or gender character of each business entity receiving a contract or sub-contract of \$25,000 or more paid, or to be paid, with HOME funds; the amount of the contract or subcontract, and documentation of affirmative steps to assure that minority business and women's business enterprises have an equal opportunity to obtain or compete for contracts and subcontracts as sources of supplies, equipment, construction, and services. Within each of the priority funding areas, activities will be completed and managed by a diverse team of public, private, not-for-profit, and institutional partners. The lists below identify some of the principal partners for each funding area.

Actions planned to enhance coordination between public and private housing and social service agencies

To accomplish these goals, the City of Lawrence will work closely with the Lawrence-Douglas County Housing Authority on their Tenant Based Rental Assistance (TBRA) to cover the activity of Rental Housing Subsidies through the HOME program. Tenants to Homeowners, Inc., the City of Lawrence CHDO, will be the agency primarily working towards the goal of Construction of Housing as well as Direct Home Ownership Assistance objectives. CDD staff will administer the Rehabilitation and Energy Efficiency programs through the City of Lawrence using local licensed contractors. CDD staff, in addition, continues to work to educate the community as well as program participants on ways to make their homes energy efficient and save money on energy bills. Social service agencies will offer tenant and rental assistance as well as consultation, and the homeless shelter will provide programming to move people from the shelter situation into housing of a more permanent nature.

Discussion

Lawrence prides itself on a decades-long track record of successful partnerships among public and private sector entities. The Consolidated Plan delivery system is an example of this. Communication and cooperation between the City of Lawrence's Community Development Division and the partner agencies and organizations that administer activities is strong. CDD staff has worked closely with the organizations involved in Consolidated Plan programs to improve regulatory compliance, monitoring, cooperation and partnerships among agencies, and technical capacity of organizations involved in project delivery.

Program Specific Requirements

AP-90 Program Specific Requirements – 91.220(I)(1,2,4)

Introduction

The Community Development Advisory Committee (CDAC) has made allocation recommendations for CDBG and HOME funding for the 2016 program year based on the Step Up to Better Housing Strategy. The Action Plan is a piece of the over all Consolidated Plan and the goals are all based on the Strategy. Program income is taken into consideration while allocation recommendations are being discussed.

Community Development Block Grant Program (CDBG)

Reference 24 CFR 91.220(I)(1)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed	0
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan.	0
3. The amount of surplus funds from urban renewal settlements	0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan	75,000
5. The amount of income from float-funded activities	0
Total Program Income:	75,000

Other CDBG Requirements

1. The amount of urgent need activities	0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	95.00%

**HOME Investment Partnership Program (HOME)
Reference 24 CFR 91.220(l)(2)**

- 1. A description of other forms of investment being used beyond those identified in Section 92.205 is as follows:**

Not applicable to the City of Lawrence.

- 2. A description of the guidelines that will be used for resale or recapture of HOME funds when used for homebuyer activities as required in 92.254, is as follows:**

Please see attached Resale/Recapture Guidelines. (not enough space allocated in this location)

- 3. A description of the guidelines for resale or recapture that ensures the affordability of units acquired with HOME funds? See 24 CFR 92.254(a)(4) are as follows:**

HOME funds are allocated for a First Time Homebuyer Program through the City's designated Community Housing Development Organization (CHDO), Tenants to Homeowners, Inc. (TTH). The TTH First Time Homebuyer program is the Lawrence Community Housing Trust (LCHT). The LCHT was instituted in Lawrence to preserve long term affordable housing for Lawrence residents with low and moderate incomes. The City and TTH have long partnered in providing this homebuyer program. The City provides funding, technical assistance, and oversight to TTH and TTH in turn, does outreach for potential homebuyers, provides the pre-purchase education, and generally administers the program. The LCHT First Time Homebuyer Program supersedes the City's previous First Time Homebuyer Program, Homeowners Out of Tenants (HOOT).

As required by HOME regulations, to ensure affordability for the LCHT program, the City has elected to impose resale requirements. Current resale requirements of the program ensure that the housing is made available for subsequent purchase only to a buyer whose family qualifies as a low or moderate income family (50%-80% MFI paying no more than 38 percent of income for Principal, Interest, Property Taxes and Insurance), and will use the property as their principal residence.

- 4. Plans for using HOME funds to refinance existing debt secured by multifamily housing that is rehabilitated with HOME funds along with a description of the refinancing guidelines required**

that will be used under 24 CFR 92.206(b), are as follows:

Not Applicable. No HOME-funded rehabilitation is undertaken in the City of Lawrence program.

Discussion

Lawrence will continue to work toward home ownership as well as TBRA with HOME funds. Both pieces are important to the Community Housing Vision and are parts that remain a high priority. Program income gathered in the CDBG program will be applied upon receipt and no program income will be unspent during the grant year.

Attachments

Citizen Participation Comments

**City of Lawrence, KS
Community Development Advisory Committee
April 27, 2017 Minutes (City Commission Room)**

MEMBERS PRESENT: Frank Brown , Jenna Coker, Alex Delaney, Jonathan Holley, Matthew Kapfer, Steven Koprince, James Minor, Frank Pondrom, Kendall Simmons

MEMBERS ABSENT: Will Averill, Blake Swenson

STAFF PRESENT: Danelle Dresslar, Brad Karr

Chair Koprince called the meeting to order at 5:45 p.m.

1. Approval of the April 13, 2017 Minutes

Delaney moved **to approve the CDAC meeting minutes from April 13, 2017**. Minor seconded the motion. The motion **passed 9-0**.

2. Discussion of summer meeting schedule

Dresslar explained the committee does not have any business to attend to until the first meeting in September, and historically has voted to cancel the summer meetings of the CDAC.

Koprince moved to cancel the May, June, July, and August meetings of the CDAC. Coker seconded the motion. The motion passed 9-0.

Dresslar said staff would send the 2018 grant application templates to the committee members for review in August, to be discussed at the first meeting in September. Dresslar asked the committee to submit any suggested changes to the application templates to staff by August 30, 2017.

3. Miscellaneous/Calendar

The next meeting of the CDAC will be on September 14, 2017. The fall public hearing will be on September 28, 2017.

Dresslar informed the committee there are three members whose terms on the CDAC expire on September 30, 2017: Minor, Coker, and Kapfer expire, but all are eligible for reappointment. Coker indicated she would like to be reappointed. Minor and Kapfer said they would inform staff before the expiration date if they would like to be reappointed.

4. (6:00pm) Recess meeting to conduct Public Hearing

Holley moved to recess the meeting of the CDAC to conduct the Public Hearing. Minor seconded the motion. The motion passed 9-0.

Koprince opened the Public Hearing at 6:00pm.

Dresslar explained the Public Hearing is for the 2017 Action Plan and Investment Summary. The Action Plan has been available to the public since April 20, 2017, and the required 30

day comment period begins on April 27, 2017. The Action Plan states the activities to be undertaken during the 2017 grant year, which for Lawrence begins on August 1, 2017. The Action Plan also discusses what measures will be taken to evenly distribute any increase or decrease in funding when the 2017 allocation amount is announced by HUD. The Action Plan will be presented to the City Commission for approval in May. The Action Plan is due to HUD by June 15, 2017, unless the actual allocation amount has not been announced.

Estimated allocation amounts on the Investment summary will be adjusted by staff on an even percentage basis, except for the allocation to the Willow Domestic Violence Center which will continue to receive the full allocation amount. Allocation amounts may also have to be adjusted to reflect the amount of program income actually received by the Action Plan submission date.

Nabila Formusoh, Coordinator of the Accessible Housing Program for Independence Inc, thanked the committee for the awarded allocation. The program will help low income renters with a disability to have accessibility modifications made to their housing.

Simmons made a motion to close the Public Hearing. Minor seconded the motion. The motion passed 9-0.

Koprince reconvened the meeting of the CDAC.

5. **Public Comment**

There was no public comment for the CDAC meeting.

6. **Adjourn**

Koprince moved **to adjourn the April 27, 2017 meeting of the CDAC at 6:12 p.m.** Holley seconded the motion. The motion **passed 9-0.**

Attendance Record

Members	Jan 12	Jan 26	Feb 9	Feb 23	Mar 9	April 13	April 27							
Will Averill			+	E	+	E	E							
Frank Brown	+	+	E	+	E	+	+							
Jenna Coker	E	E	+	+	E	+	+							
Alex Delaney	+	+	+	+	+	+	+							
Jonathan Holley	+	+	+	+	+	+	+							
Matthew Kapfer	+	+	+	E	+	+	+							
Steven Koprince	+	+	+	E	E	+	+							
James Minor	+	+	U	+	E	+	+							
Frank Pondrom	+	+	+	+	+	+	+							

Blake	E	+	+	E	+	+	U										
Swenson																	
Kendall	+	+	+	E	U	+	+										
Simmons																	

E	Excused Absence	U	Unexcused Absence
X	Meeting Cancelled – Weather Conditions	-	Meeting Cancelled – Committee Vote/No Business
*	First meeting after appointment	**	Last Meeting Prior to expired term
^	Last Meeting		

Grantee Unique Appendices

Additional Resources for the 2017 City of Lawrence Annual Action Plan of the 2013-2017 Consolidated Plan:

1. Citizen Participation Plan (Revised September, 2016)
2. Step Up to Better Housing Strategy (Updated 2010)
3. Housing Vision Chart (Updated October 2009)
4. Continuum of Care local model (Updated 2016)
5. Low/Mod with Census Tract/Block Group (2010 Census Data)
6. Resale Provisions for HOME (2017)
7. Affidavit of Publication
8. Resolution 7204

CITIZEN PARTICIPATION PLAN

PURPOSE

Citizen participation is the heart of the Assessment of Fair Housing (AFH) and the consolidated planning process, involving citizens in decisions that directly affect their lives. The purpose of the Citizen Participation Plan is to encourage and insure full and proper citizen participation in the development of the AFH and at all stages of the Consolidated Plan process. The Citizen Participation Plan formally designates structures, procedures, roles and policies to be followed by program participants.

This Citizen Participation Plan shall be available to all interested persons in the Development Services Office at 1 Riverfront Plaza, Level 1, Suite 110. The AFH, Consolidated Plan, Annual Consolidated Plan Update, and the Annual Performance Report, regarding the Community Development Block Grant (CDBG) and HOME Investment Partnerships (HOME) Programs, shall also be available. All documents are available on the City of Lawrence website at www.lawrenceks.org/pds.

A secondary purpose of this Plan is to implement federal regulations regarding citizen participation for the AFH and the consolidated planning process described by Title 24 CFR 91.105 of the Housing and Community Development Act of 1974, as amended. Nothing in this Plan shall restrict the responsibility and authority of the City of Lawrence (City) from developing and executing its Consolidated Plan or AFH.

This document may be amended by the City Commission.

ASSESSMENT OF FAIR HOUSING

During the development of the Assessment of Fair Housing (AFH), the City of Lawrence shall:

1. Encourage citizens to participate in the development of the AFH and any revisions of the AFH.
2. Encourage the participation of Continuums of Care, businesses, developers, nonprofit organizations, philanthropic organizations, and community-based and faith-based organizations, in the process of developing and implementing the AFH.
3. Encourage, in conjunction with public housing agency consultations, participation of residents of public and assisted housing developments, including any resident advisory boards, resident councils, and resident management corporations, in the process of developing and implementing the AFH, along with other low-income residents of targeted revitalization areas in which the developments are located.
4. Take reasonable steps to provide language assistance to ensure meaningful access to participation by non-English-speaking, limited English proficiency residents, and persons with disabilities.
5. Make available to the public, residents, public agencies, and other interested parties any HUD-provided data and the other supplemental information the City plans to incorporate into its AFH at the start of the public participation process (or as soon as feasible after).
6. Provide for at least one public hearing during the development of the AFH, and provide not less than 30 calendar days to receive comments from residents.
7. Provide residents of the community with reasonable and timely access to local meetings, consistent with accessibility and reasonable accommodation requirements, in accordance with section 504 of the Rehabilitation Act of 1973 and implementing regulations at 24 CFR part 8 as well as the Americans with Disabilities Act and implementing regulations at 28 CFR part 35 and 36, as applicable.
8. Publish the proposed AFH in a manner that affords its residents, units of general local government, public agencies, and other interested parties a reasonable opportunity to examine its content and to submit comments.
9. A summary which describes the content and purpose of the AFH, and includes a list of locations where copies of the entire proposed document may be examined, will be made public by publishing a display ad in one or more newspapers of general circulation, and by making copies of the AFH available on the City of Lawrence website at www.lawrenceks.org/pds.
10. Provide for technical assistance to groups representative of persons of low-and-moderate income that request such assistance to comment on the AFH.
11. Consider the comments or views of residents, whether received in writing or orally at the public hearing, in preparing the final AFH. A summary of any comments or views, and a summary of any comments or views not accepted and the reasons why, shall be attached to the final AFH.
12. Provide a reasonable number of free copies of the AFH to residents and groups that request a copy.
13. Provide a timely, substantive written response to every written resident complaint related to the AFH and any revisions of the AFH, within an established period of time (normally within 15 working days, where practicable).

REVISIONS TO THE ASSESSMENT OF FAIR HOUSING

1. An AFH previously accepted by HUD must be revised and submitted to HUD for review under the following circumstances:
 - a. A material change occurs. A material change is a change in circumstances in the jurisdiction of a program participant that affects the information on which the AFH is based to the extent that the analysis, the fair housing contributing factors, or the priorities and goals of the AFH no longer reflect actual circumstances. Examples include Presidentially declared disasters, under title IV of the Robert T. Stafford Disaster Relief and Emergency Assistance Act, in the program participant's area that are of such a nature as to significantly impact the steps a program participant may need to take to affirmatively further fair housing; significant demographic changes; new significant contributing factors in the participant's jurisdiction; and civil rights findings, determinations, settlements (including Voluntary Compliance Agreements), or court orders; or
 - b. Upon HUD's written notification specifying a material change that requires the revision.
2. The City of Lawrence shall provide residents with reasonable notice of a revision to the AFH and provide not less than 30 calendar days to receive comments from residents. Notice of a revision to the AFH will be made public by publishing a display ad prior to the revised AFH being submitted to HUD for review, which will begin the 30 day written comment period. The City shall consider the comments or views of residents, whether received in writing or orally, in regard to a revision to the AFH. A summary of any comments or views, and a summary of any comments or views not accepted and the reasons why, shall be attached to the revision to the AFH.

CONSOLIDATED PLAN OBJECTIVES

Citizen participation is encouraged in the development of the Consolidated Plan and any substantial amendments to the Consolidated Plan, and the Performance Report. To achieve the purposes of the Citizen Participation Plan, six objectives are established. These objectives constitute basic standards by which proper citizen participation can be measured, and are in no way intended to limit citizen participation.

1. Provide for and encourage citizen participation with particular emphasis on participation by persons of low- and moderate-income, particularly those who are residents of slum and blighted areas and of areas in which CDBG and HOME funds are proposed to be used, and provide for participation of residents in low- and moderate-income neighborhoods as defined by the City of Lawrence. Additionally, provide for and encourage participation of all citizens, including minorities and non-English speaking persons, as well as persons with disabilities. Provide for and encourage, in conjunction with the Lawrence-Douglas County Housing Authority, citizen participation of residents of public and assisted housing developments, along with other low-income residents of targeted revitalization areas in which the developments are located. Provide information to the housing authority about consolidated plan activities related to its developments within the community so that it may make this information available at the annual public hearing required under the Comprehensive Grant program.
2. Provide citizens with reasonable and timely access to local meetings, information, and records relating to the Consolidated Plan, Substantial Amendments, and the Performance Report, as required by regulations and relating to the actual use of funds under this title. Provide information regarding the displacement of persons and specifying the types and levels of assistance that will be available, even though no displacement is expected to occur.
3. Provide for technical assistance to groups representative of persons of low- and moderate-income that request such assistance in developing proposals, with the level and type of assistance to be determined by the City.
4. Provide for public hearings to obtain citizen views and to respond to proposals and questions at all stages of the consolidated planning process, including the Citizen Participation Plan, the development of needs, the review of proposed activities, and the review of program performance. Such hearings shall be held after adequate notice, at times and locations convenient to potential or actual beneficiaries, and with accommodation for persons with disabilities. Notice of public hearings will be published as display ads one - two weeks before the date of the public hearing.
5. Provide for a timely written answer to written complaints and grievances, within fifteen (15) working days where practicable.
6. Identify how the needs of non-English speaking residents will be met in the case of public hearings where a significant number of non-English speaking residents can be reasonably expected to participate.

OBJECTIVE NO. 1

Provide for and encourage citizen participation with particular emphasis on participation by persons of low- and moderate-income, particularly those who are residents of slum and blighted areas and of areas in which CDBG and HOME funds are proposed to be used, and provide for participation of residents in low- and moderate-income neighborhoods as defined by the City of Lawrence. Additionally, provide for and encourage participation of all citizens, including minorities and non-English speaking persons, as well as persons with disabilities. Provide for and encourage, in conjunction with the Lawrence-Douglas County Housing Authority, citizen participation of residents of public and assisted housing developments, along with other low-income residents of targeted revitalization areas in which the developments are located. Provide information to the housing authority about consolidated plan activities related to its developments within the community so that the housing authority may make this information available at the annual public hearing required under the Comprehensive Grant program.

The City Commission of the City of Lawrence, Kansas, desires to involve the affected citizens of the city in the decision-making process whereby Community Development Block Grant (CDBG) and HOME Investment Partnerships Program (HOME) funds are allocated. In order to achieve this goal, the following structure, procedures, roles, and policies have been adopted and are to be followed by program participants. The City will receive advisory input for program funding and policy recommendations from the Community Development Advisory Committee. The purpose of the Committee is to develop and propose funding strategies and policies; recommend the allocation of CDBG and HOME funds; and review appeals from determinations made by the Development Services staff regarding housing rehabilitation projects as prescribed in the Policies for Housing Rehabilitation Deferred Loans.

The Mayor, with the consent of the Governing Body, will appoint individual members of the Community Development Advisory Committee. The committee shall consist of eleven members of the community, of which six members shall be low or moderate income or live in a low or moderate income area or neighborhood, as defined by HUD census data. There will be appointed no more than one individual from any particular area or neighborhood. The remaining five members will be appointed at large from the community. Individual memberships will be held for three-year terms except when appointed to fill out an unexpired term. Initial appointments will be for one-, two- or three-year terms so that membership changes will be staggered. Members may serve two consecutive three-year terms. If originally appointed to an unexpired term, the member may complete that term plus two consecutive three-year terms. The City intends to appoint members from diverse elements of the community, with emphasis on people whose interests, commitment, and expertise can best fulfill the obligations and responsibilities of the Community Development Advisory Committee.

Committee members will be expected to seek information and input from citizens who reside in low and/or moderate-income neighborhoods or who are otherwise affected by CDBG/HOME activities. It is important that opportunities for citizens to participate in the CDBG/HOME planning process be provided. The Community Development Advisory Committee and Development Services staff will be

expected to help the City provide these opportunities.

I. GUIDELINES TO BE FOLLOWED BY CDBG FUNDED NEIGHBORHOOD ASSOCIATIONS

- A. Any neighborhood association receiving support funds through the CDBG Program will be required to adhere to the following guidelines:
1. Each association is required to have, at a minimum, quarterly meetings. The associations are encouraged to have regularly scheduled meetings each month.
 2. Business may be conducted only at open meetings of which all members have been notified a reasonable time in advance.
 3. Associations must elect officers on a yearly basis, in accordance with written bylaws. If there is a change or update of bylaws, the neighborhood association is to provide the new version to the City of Lawrence within 90 days from the time the changes are approved by the neighborhood. These bylaws shall be kept on file with the City. The members of the board or officers shall reside within, or own property within, the defined neighborhood boundaries.
 4. Neighborhood associations must have definite geographical boundaries. Membership must be open to any person eighteen years of age or older living or owning property in the specified area. Each association may allow for non-voting members in its bylaws.
 5. Neighborhood coordinators shall live within the City of Lawrence or Douglas County limits.
 6. Membership dues cannot exceed \$1.00 per year for individuals.
 7. Minutes of each meeting are to be forwarded to the Development Services Office within 30 days after each meeting. Neighborhoods shall submit quarterly performance reports to the City of Lawrence no later than November 10, February 10, May 10, and August 10 of the current grant year.
 8. An annual accounting of the use of CDBG funds is to be submitted to the Development Services Office.
 9. The associations are encouraged to utilize a portion of the funds to notify members and the public of the time and place of each meeting.
 10. The associations are encouraged to produce regular newsletters to keep the neighborhood residents apprised of upcoming activities and projects and to report on the results of such activities and projects.

OBJECTIVE NO. 2

Provide citizens with reasonable and timely access to local meetings, information, and records relating to the Consolidated Plan, Substantial Amendments, and the Performance Report, as required by regulations and relating to the actual use of funds under this title. Provide information regarding the displacement of persons and specifying the types and levels of assistance that will be available, even though no displacement is expected to occur.

The City will provide the media with times and dates of Community Development Advisory Committee meetings. Notice of meetings will be provided to members. Other members of the community will receive information upon request.

Prior to adoption of the Consolidated Plan, the City will make available information that includes the amount of assistance the City expects to receive and the range of activities that may be undertaken, including the amount that will benefit persons of low and/or moderate-income. A summary of the proposed Consolidated Plan will be published in the Lawrence Journal World and will be available in the Development Services Office. The summary will describe the contents and purpose of the Consolidated Plan, and locations where copies of the entire proposed plan may be examined.

The Consolidated Plan, as adopted, Substantial Amendments, and the Annual Performance Report will be available on the Development Services website. Upon request, the documents will be made available in a form accessible to persons with disabilities. All such documents will be kept on file for a minimum of five years.

With regard to displacement, the general policy of the City is to keep displacement of persons participating in the CDBG or HOME programs to an absolute minimum. In those rare occasions when displacement is necessary, the City will abide by the regulations of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended (URA), and Section 104(d) of the Housing and Community Development Act of 1974.

I. CDBG and HOME PROGRAM PROCEDURE.

A. The following dates are approximate. All activities will occur on or about the noted date.

- August 1 - The new grant year begins for the CDBG and HOME programs funded through the Consolidated Plan process.
- September - The Development Services staff will send notice and application forms to all interested parties regarding the CDBG/HOME Application process and deadline for the upcoming program year.
- A public meeting of the Community Development Advisory Committee, including public comment, will be held in September or October. The meeting is intended to provide: 1) Discussion of the City's performance during the most recent year; 2) General information and requirements for the CDBG and HOME programs, as well as the Consolidated Plan; 3) A forum for suggested future CDBG and HOME activities; 4) The opportunity to obtain the views of citizens, public agencies, and other interested parties on housing and community development needs of the community; and 5) A review of demographic data in the community to determine priority needs. The Annual Performance Report will be available at the public hearing for public comment. The thirty-day written comment period will begin. All written comments regarding the City's performance will be submitted to HUD along with the City's Annual Performance Report.
 - Development Services staff will provide application information at the public hearing to be used by interested parties for requesting CDBG/HOME funds for the upcoming program year.
- October 31 - Deadline for the Annual Performance Report to be submitted to HUD.
- November - The Community Development Advisory Committee will meet with the City Commission as needed in a Study Session to determine commission priorities for the upcoming CDBG program year.
- December 1- Deadline for upcoming program year grant proposals.
- January - The Community Development Advisory Committee begins meeting to consider grant proposals. Grant proposal requests will be distributed to the Committee at the first meeting.
- March - The Community Development Advisory Committee completes deliberations and makes preliminary recommendations. Applicants will have an opportunity to appeal recommendations before the recommendations are passed on to the City Commission.

- April - A draft Consolidated Plan or Annual Update will be available for review and comment in the Development Services Office as well as online at www.lawrenceks.org/pds. The Development Services staff will set a public hearing to review the Consolidated Plan, and to review the draft copy of the Investment Summary. The public hearing and proposed Investment Summary will be advertised as a display ad to afford citizens an opportunity to examine the statement's contents.
- April - The Community Development Advisory Committee will hold a public meeting, including public comment to review preliminary recommendations and goals and objectives set forth in the Consolidated Plan, and to review a draft copy of the Investment Summary. The thirty (30) day written comment period will begin.
- May - The Consolidated Plan will be completed and the City Commission will consider a resolution adopting the Consolidated Plan or Annual Update, including the Investment Summary, and authorizing the submission of the Consolidated Plan to HUD.

The Development Services staff and City Commission in conformance with this Plan will carry out substantial amendments to the Consolidated Plan during the program year.
- June 15 - The Consolidated Plan is sent to the local HUD office. (HUD staff has 45 days to review the plan before the start of the program year.)
- June 30 - Appropriate Environmental Reviews for the CDBG and HOME Programs will be completed.
- July 15 - A memo will be sent to all upcoming program year subrecipients notifying them of the availability of funds on August 1.

II. SUBSTANTIAL AMENDMENT TO THE CONSOLIDATED PLAN.

A. A Substantial Amendment will be made to the Consolidated Plan whenever one of the following decisions is made:

1. A change in allocation priorities or a change in the method of distribution of funds.
2. To carry out an activity, using funds from any program covered by the Consolidated Plan (including program income), not previously described in the action plan.
3. To change the purpose, scope, location, or beneficiaries of a previously approved activity. The following criteria has been established for determining Substantial Amendment:

A Substantial Amendment in the purpose of an activity will occur when the activity will serve a purpose other than that which was originally intended. In order to clarify purposes, the following categories are established:

- i. Housing
- ii. Infrastructure
- iii. Environment
- iv. Public Facilities
- v. Public Services
- vi. Economic Development
- vii. Planning
- viii. Program Administration

B. A Substantial Amendment in the scope of an activity will occur when the cost of the activity is reduced or increased by 50% or more, or when the quantity of the activity is reduced or increased by 50% or more.

C. A Substantial Amendment in the location of an activity will occur when a change of location will cause the targeted group of beneficiaries to lose the benefit.

D. A Substantial Amendment in the beneficiaries of an activity will occur when the targeted groups of beneficiaries will no longer benefit, or when the percentage of low-income beneficiaries will be less than the minimum required by federal law or regulation.

E. The Community Development Advisory Committee will consider Substantial Amendments at a public meeting conducted by said group. The recommendation regarding said Substantial Amendment will be forwarded to the City Commission for discussion and approval at the next regularly scheduled meeting. Notice of the meeting and information regarding the proposed Substantial Amendment will be made by publishing a display ad prior to the meeting, which will begin the thirty (30) day written comment period. Public comment may be heard at the meeting. If approved, the Substantial Amendment shall be attached to the

Consolidated Plan, and submitted along with all written comments, to the local HUD office. Implementation of the amendment shall not occur before the expiration of the written comment period.

OBJECTIVE NO. 3

Provide for technical assistance to citizens, public agencies, interested parties, and other groups representative of persons of low and/or moderate-income that request such assistance in developing proposals with the level and type of assistance to be determined by the City.

I. TECHNICAL ASSISTANCE.

- A. The Community Development Manager, or his/her designee, shall assist all interested persons or groups in preparing proposals for the consolidated planning process or other inter-governmental grants.
- B. The assistance provided shall include, at minimum:
 - 1. Assistance in the development of an implementation plan to address identified revitalization needs.
 - 2. Required supporting data and resources available for data.
 - 3. Application timetable.
 - 4. Applicable forms required for submission.
 - 5. Persons/places to be contacted for further information.
 - 6. All pertinent rules and regulations.

OBJECTIVE NO. 4

Provide for public hearings to obtain citizen views and to respond to proposals and questions at all stages of the consolidated planning process, including the Citizen Participation Plan, the development of needs, the review of proposed activities, and the review of program performance. Such hearings shall be held after adequate notice, at times and locations convenient to potential or actual beneficiaries, and with accommodation for persons with disabilities. Notice of public hearings will be published as display ads prior to the date of the public hearing.

I. PUBLIC HEARINGS.

- A. A minimum of two public hearings will be held during the year regarding the City's Consolidated Plan, which includes the Investment Summary for the CDBG and HOME programs. The City shall consider any comments or views of citizens received in writing, or orally at the public hearings, in preparing the final Consolidated Plan, Substantial Amendments, and/or the Annual Performance Report.
 - 1. One public hearing will be held before the Community Development Advisory Committee to provide:
 - a. Discussion of the City's performance during the most recent year.
 - b. General information and requirements for the CDBG and HOME programs, as well as the Consolidated Plan.
 - c. A forum for suggested future CDBG and HOME activities.
 - d. The opportunity to obtain the views of citizens, public agencies, and other interested parties on housing and community development needs of the community, including priority non-housing community development needs.
 - e. A review of demographic data in the community to determine priority needs.
 - 2. The second public hearing held before the Community Development Advisory Committee will review:
 - a. Preliminary recommendations and goals and objectives set forth in the Consolidated Plan, and to review the draft copy of the Investment Summary.

OBJECTIVE NO. 5

Provide for a timely written answer to written complaints and grievances, within fifteen (15) working days where practicable.

The Consolidated Plan of the City of Lawrence, Kansas, encompasses many activities and is regulated by several laws, rules, and regulations. One of the requirements of the program is that citizens be allowed to voice their comments, criticisms, and suggestions. In order to provide the citizens of Lawrence a procedure for voicing complaints with some assurance that complaints will receive fair consideration, the City of Lawrence has established the following procedure for hearing complaints regarding any part of the Consolidated Plan, planning process, Substantial Amendments, or the Annual Performance Report, including the Citizen Participation Plan, Community Development Block Grant (CDBG), and/or HOME Investment Partnerships (HOME) Programs.

I. COMPLAINT PROCESS.

- A. If any person wishes to lodge a complaint, the complaint shall be in written form and addressed to the Director, Planning and Development Services, P.O. Box 708, Lawrence, Kansas, 66044.
- B. If the person lodging the complaint does not get a satisfactory explanation from the Director, the complaint shall be addressed to the City Manager with the statement that the Director did not give a satisfactory response. This complaint shall also be in written form and addressed to P.O. Box 708, Lawrence, Kansas, 66044.
- C. If the complainant does not receive a satisfactory response from the City Manager, he or she may request that the complaint be included as an item on the agenda of the next regularly scheduled City Commission meeting for hearing. A record of this meeting will be maintained.
- D. If the complainant does not receive a satisfactory response to the complaint from the City Commission, the complainant may submit the complaint to the regional office of the U.S. Department of Housing and Urban Development (HUD), Attention: Regional Director, 400 State Avenue, Gateway Tower II, Kansas City, Kansas, 66101-2406. The City will forward all records of meetings relevant to the complaint to HUD upon request.
- E. Development Services staff will assist the complainant with the preparation of written complaints or advise the complainant of other sources that could help with the presentation.
- F. All complaints shall be submitted on a form provided by Development Services staff and shall be signed by the complainant or complainants.

COMPLAINT FORM

CITY OF LAWRENCE, KANSAS
DEVELOPMENT SERVICES

PLEASE PRINT OR TYPE

1. NAME OF PERSON OR ORGANIZATION SUBMITTING COMPLAINT(S)

Name: _____

Address: _____

2. NATURE OF COMPLAINT

Please summarize briefly the facts. If you need more space for additional details, you may attach a statement. If your complaint is against an individual, please include that person's name.

3. PREVIOUS ACTION

Have you expressed your complaint to any person in Development Services verbally? _____

Who was that person? _____

Have you expressed your complaint to any person in any department of the City? _____

Who was that person? _____

Have you expressed your complaint to any member of the Community Development Advisory Committee? _____

Who was that person? _____

4. I HAVE READ THIS COMPLAINT (including any attachments) AND IT IS TRUE
AND CORRECT TO THE BEST OF MY KNOWLEDGE, INFORMATION, AND BELIEF

Signature

Date

NOTE: The complainant will get a copy of this complaint and will receive a written reply within fifteen (15) days.

OBJECTIVE NO. 6

Identify how the needs of non-English speaking residents will be met in the case of public hearings where a significant number of non-English speaking residents can be reasonably expected to participate.

There are a minimum number of non-English speaking residents in Lawrence. If a member of the public or particular program beneficiary is non-English speaking, Development Services staff will make every attempt to find an interpreter to assist the citizen or beneficiary when questions arise or when information is to be given to the beneficiary.

Step Up to Better Housing

Developed in 1996 by the citizens and city staff of Lawrence, and adopted by the City Commission in 1997.
Updated in 2010.

Community Development Advisory Committee
with guidance from the Community Commission on Homelessness

A SUMMARY GUIDE:

to identify spending goals and priorities associated with CDBG and HOME allocations

Emergency Housing

Temporary options for immediate & safe shelter for individuals and families who are homeless, transient, or experiencing an emergency situation.

Emergency Shelter: A short-term facility (90-120 days) used to get people off the street in order to stabilize for movement to better housing options. This option does not include or account for shelters that serve special populations (Willow Domestic Violence Center, First Step House, Family Promise, etc.)¹

Emergency Temporary Housing: A parallel alternative to the shelter, where people can obtain immediate housing while awaiting a spot in Transitional Housing (TH) or other longer-term housing, working to address housing barriers.

NEEDS

- Year-round, 24-hour emergency shelter with appropriate services for transients or chronically homeless, addicts, and other populations in need.
- Emergency housing for families.
- Shelter for battered women and their children.
- Shelter with peer support for people with severe and persistent mental illness.

STRATEGIES

- Consider emergency shelter needs when investing available funds.
- Seek private and public funds to strengthen Lawrence emergency shelters.
- Endorse expansion efforts of well-managed existing shelters.
- Promote collaborative efforts with community-based providers.

Transitional Housing

Housing and services designed to promote residential stability, increase skills, enhance self-determination and move people who are homeless to permanent housing within 24 months.

NEEDS

- Short-term housing units and services.
- Support for people with certain criminal backgrounds who are precluded from other housing options.
- Case-management funding.

STRATEGIES

- Consider transitional housing needs when investing available funds.
- Endorse efforts to develop transitional housing in Lawrence.
- Encourage landlords to accept tenants who receive rental assistance.
- Support various case-management efforts.
- Ensure that housing is compliant.

¹ As defined by the Community Commission on Homelessness Housing Vision Chart (10-13-2009)

Permanent Housing

A variety of ownership and rental choices including permanent supportive housing arrangements.

Permanent Supportive Housing: Permanent housing with ongoing support services.

Permanent Housing: Assisted or non-assisted public or private housing with no time limit.

NEEDS

- Low-income homebuyer and rental assistance.
- Programs to help sustain homeownership.
- Public and private policies which promote permanent housing for people with low-incomes and for people with disabilities.
- Permanent supportive housing.
- A stock of decent affordable homes for purchase and rent.

STRATEGIES

- Continue to invest funds for homebuyer assistance
- Consider supportive service needs for low-income elderly, persons with disabilities, and other at-risk populations when investing available funds.
- Continue to invest funds in rehabilitation, weatherization, and emergency funds.
- Secure more tenant-based rental assistance.
- Encourage landlords to accept tenants who receive rental assistance.
- Encourage landlords to accept tenants with poor or criminal histories.
- Facilitate proper code enforcement.
- Support agencies that provide housing stabilization services.

Revitalized Neighborhoods

NEEDS

- Continued revitalization in low-moderate income neighborhoods.
- Continued environmental code enforcement.
- Education for homeowners and renters.
- Capital improvement projects (stormwater, paving, sidewalks, parks)
- Identification of blighted housing based on housing appraiser's information.

STRATEGIES

- Promote neighborhood improvement.
- Improve existing housing stock.
- Encourage neighborhood associations.
- Encourage programs that promote crime prevention.
- Insure that housing is code compliant.
- Increase rental inspection rates and environmental code enforcement.
- Endorse mixed-income development.
- Support efforts to meet American Disabilities Act and Fair Housing Act requirements.
- Provide outreach and education to owners and residents regarding International Property Maintenance Code.

Community Facilities

NEEDS

- Funding for capital improvements for structures housing agencies that provide services to low-moderate income individuals.
- Assurance that the investment is working for the community.

STRATEGIES

- Support efforts by local nonprofits and other organizations serving the low-moderate income population by funding facilities and facility maintenance improvements.

HOUSING VISION CHART (6/14/2007; Updated by CCH 10/13/2009)

Emergency Housing Options				
Shelter	Temporary Housing	Transitional Housing (TBRA)	Permanent Supportive Housing	Permanent Housing
*75 **125 (one facility)	*100 new	*35 new	*22 new	
Transients (10 – outreach worker estimate) – may or may not seek shelter. Chronically homeless (32 – PIT count) - may or may not seek shelter, may or may not be interested in permanent ETH, TH or PSH.	Single Homeless and Families without Children (70 PIT count) – likely will seek shelter; 35% will move into TH; some will need PSH and others will need private housing. Homeless Families with Children (45) – likely will seek shelter; many will move into TH; some will need private housing.	Single Homeless, Families Without Children and Families with Children (35 HA estimate) – likely will qualify for TH immediately if vouchers are made available.	Single Homeless, Disabled and/or Chronic (22 estimate) - assuming not ALL disabled will need PSH and not all chronically homeless will pursue PSH.	

* Number of units needed to meet immediate housing needs, based on 2007 Point-in-Time (PIT) Count numbers and service provider estimates.

**Number of individuals based on 2009 information from social service agencies serving Lawrence homeless.

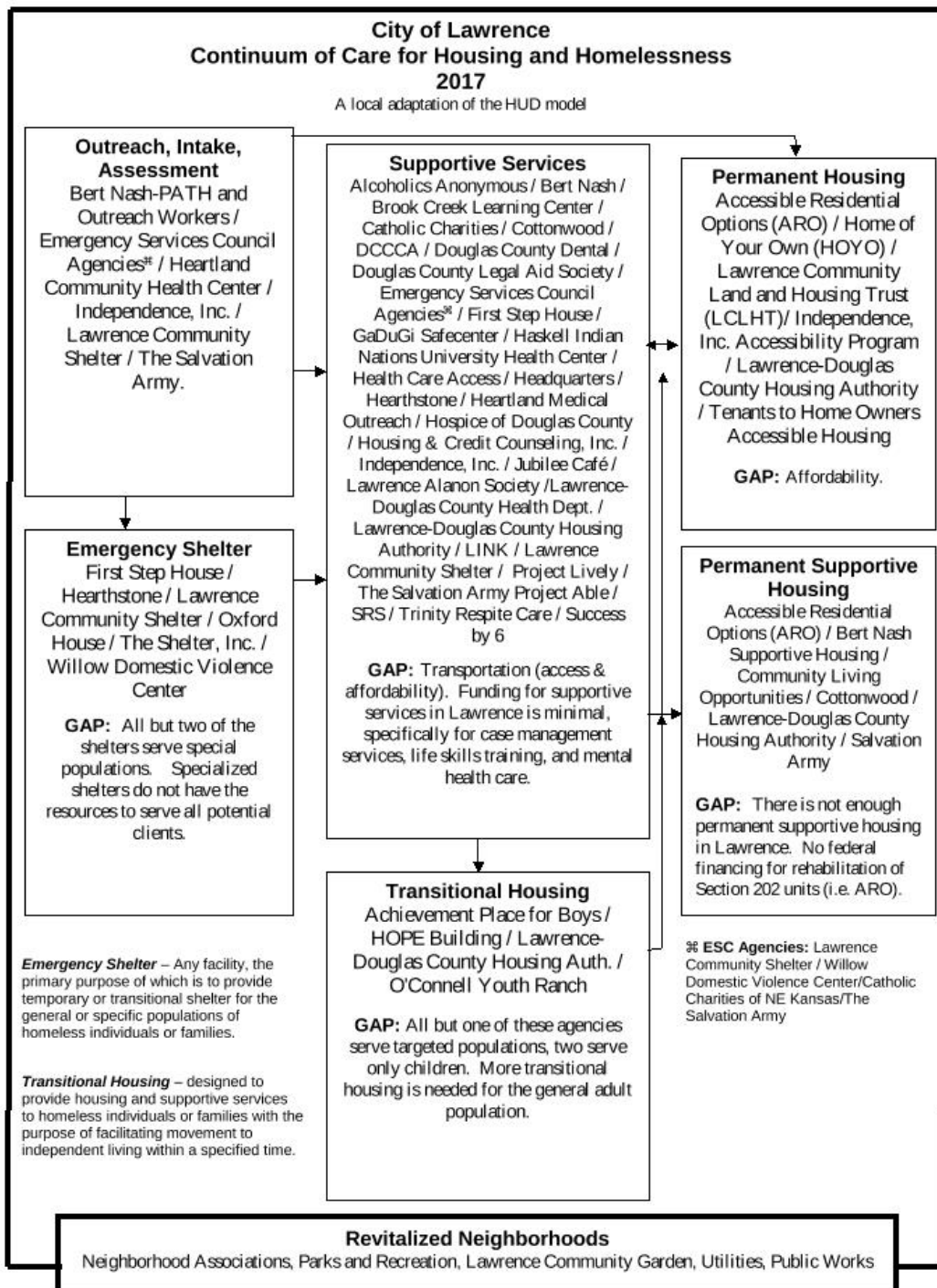
Emergency Shelter: A short-term facility (90-120 days) used to get people off the street in order to stabilize for movement to better housing options. This option does not include or account for shelters that serve special populations (WTCS, First Step House, etc.).

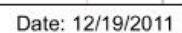
Emergency Temporary Housing: A parallel alternative to the shelter, where people can obtain immediate housing while awaiting a spot in TH or other longer-term housing, working to address housing barriers.

Transitional Housing: Assisted housing with support services, available for up to two years. Major gap is for people who are precluded from LDCHA due to methamphetamine conviction, sex offender status or other recent drug convictions.

Permanent Supportive Housing: Permanent housing with ongoing support services.

Permanent Housing: Assisted or non-assisted public or private housing with no time limit.





A description of the guidelines that will be used for resale or recapture of HOME funds when used for homebuyer activities as required in 92.254, is as follows:

HOME funds are allocated for a First Time Homebuyer Program through the City's designated Community Housing Development Organization (CHDO), Tenants to Homeowners, Inc. (TTH) and for Lawrence Habitat for Humanity's homeowner program. The TTH First Time Homebuyer program is the Lawrence Community Housing Trust (LCHT). The LCHT was instituted in Lawrence to preserve long term affordable housing for Lawrence residents with low and moderate incomes. The City and TTH have long partnered in providing this homebuyer program. The City provides funding, technical assistance, and oversight to TTH and TTH in turn, does outreach for potential homebuyers, provides the pre-purchase education, and generally administers the program. The LCHT First Time Homebuyer Program supersedes the City's previous First Time Homebuyer Program, Homeowners Out of Tenants (HOOT).

As required by HOME regulations, to ensure affordability for the LCHT program, the City has elected to impose resale requirements. Current resale requirements of the program ensure that the housing is made available for subsequent purchase only to a buyer whose family qualifies as a low or moderate income family (50%-80% MFI paying no more than 38 percent of income for Principal, Interest, Property Taxes and Insurance), and will use the property as their principal residence.

Notification to Prospective Buyers. The resale policy is explained to the prospective homebuyer(s) prior to signing a contract to purchase the HOME-assisted unit. The prospective homebuyer(s) sign an acknowledgement that they understand the terms and conditions applicable to the resale policy as they have been explained. This document is included with the executed sales contract.

Enforcement of Resale Provisions. The resale policy is enforced through the use of a ground lease and occupancy requirements signed by the homebuyer(s) at closing. The ground lease specifies:

1. The length of the affordability period (based on the dollar amount of HOME funds invested in the unit; either 5, 10, or 15 years);
2. That the home remain the Buyer's principal residence throughout the affordability period; and
3. The conditions and obligations of the Owner should the Owner wish to sell before the end of the affordability period, including;
 - a. The Owner must contact Tenants to Homeowners in writing if intending to sell the home prior to the end of the affordability period;
 - b. The subsequent buyer must be low or moderate income as defined by the resale provisions, and occupy the home as his/her principal residence for the remaining years of the affordability period. (However, if the new purchaser receives assistance through a HOME-funded program, the affordability period will be re-set according to the amount of assistance provided);
 - c. The sales price must be affordable to the subsequent purchaser; affordability is defined as limiting the Principal, Interest, Taxes and Insurance (PITI) amount to no more than 38% of the new purchaser's monthly income; and
 - d. The Owner will receive a fair return on their investment as detailed in the resale provisions.

Fair Return on Investment. The City of Lawrence will administer its resale provisions by ensuring that the Owner receives a fair return on his/her investment and that the home will continue to be affordable to a specific range of incomes. Fair Return on Investment means the total homeowner investment which includes the total cash contributed, plus up to 25% of the dollar amount of appreciation as calculated by the Housing Price Index Calculator, plus the approved capital improvement credits as described below:

1. The amount of the down payment plus principal paid to date;
2. Up to 80% of the cost of any capital improvements, documented with receipts and pictures provided by the homeowner, including but not limited to:
 - a. Room addition (bedroom, bathroom, family room)
 - b. Refurbishment/modernization of kitchens or bathrooms, limited to built-in new appliances, cabinets, or flooring
 - c. Addition of porches or decks
 - d. Installation of new central air conditioning or new upgraded heating equipment
 - e. Major upgrading of electrical service or plumbing
 - f. Sprinkler system

Any and all of which must have been paid for directly by the Owner and which were not installed through a federal, state, or locally funded grant program. All applicable City of Lawrence building codes and permitting requirements must have been followed.

3. Up to 25% of the appreciation as calculated by the **Housing Price Index (HPI)** Calculator of the Federal Housing Finance Agency. The HPI Calculator is currently located at <http://www.fhfa.gov/DataTools/Tools/pages/hpi-calculator.aspx> and projects what a given house purchased at a point in time would be worth today if it appreciated at the average appreciation rate of all homes in the area. The calculation shall be performed for the Lawrence, KS Metropolitan Statistical Area (MSA).

It is important to note that in certain circumstances, such as a declining housing market where home values are depreciating, the original homebuyer may not receive a return on his/her investment because the home sold for less or the same price as the original purchase price.

A description of the guidelines for resale or recapture that ensures the affordability of units acquired with HOME funds? See 24 CFR 92.254(a)(4) are as follows:

The TTH First Time Homebuyer program is the Lawrence Community Housing Trust (LCHT). The LCHT was instituted in Lawrence to preserve long term affordable housing for Lawrence residents with low and moderate incomes. The City and TTH have long partnered in providing this homebuyer program. The City provides funding, technical assistance, and oversight to TTH and TTH in turn, does outreach for potential homebuyers, provides the pre-purchase education, and generally administers the program. The LCHT First Time Homebuyer Program supersedes the City's previous First Time Homebuyer Program, Homeowners Out of Tenants (HOOT). As required by HOME regulations, to ensure affordability for the LCHT program, the City has elected to impose resale requirements. Current resale requirements of the program ensure that the housing is made available for subsequent purchase only to a buyer whose family qualifies as a low or moderate income family (50%-80% MFI paying no more than 38 percent of income for Principal, Interest, Property Taxes and Insurance), and will use the property as their principal

residence. The affordability period is maintained by a ground lease agreement between the buyer and LCHT, and this agreement is protected with deed restrictions and a lien signed by the buyer.

Affordability to a Range of Buyers. The City of Lawrence will ensure continued affordability to a range of buyers, particularly those whose total household incomes range from 50% to no greater than 80% MFI. HUD will provide limits for affordable existing housing based on 95 percent of the median purchase price for the area using Federal FHA single family mortgage program data for existing housing data and other appropriate data that are available nation-wide for sales of existing housing, with a minimum limit based on 95 percent of the state-wide nonmetropolitan area median purchase price using this data. Homeownership Value limits may be found here:

<https://www.hudexchange.info/resource/2312/home-maximum-purchase-price-after-rehab-value/>

Example: A home with a 10-year affordability period was purchased nine years ago by the original homeowner who now wishes to sell. The original homeowner's mortgage was \$120,000, and the principal amount paid down so far is \$19,830 leaving a current mortgage balance of \$100,170.

Down Payment: The original homeowner was required to put down \$2,000 at the signing of the sales contract.

Cost of Capital Improvements: The original homeowner renovated the kitchen and provided pictures and receipts totaling \$5,000.

Appreciation/Depreciation of the property: The original purchase price of the home was \$122,000 and the amount of developer subsidy using HOME funds was \$20,000, thus requiring the 10 year affordability period. Using the HPI Calculator, the house would be worth approximately \$126,789 as of 1st Quarter 2015.

Calculating the Fair Return to the Original Owner:

Down payment:	\$2,000
Up to 80% of approved Capital Improvements	\$4,000
Principal paid to date:	\$19,830
Up to 25% of the appreciation per HPI:	\$447
	\$26,277 Fair Return

In order to realize a fair return to the original homeowner, the sales price must be set at \$126,447 (i.e., \$120,000 [\$19,830 in principal payments plus remaining mortgage balance of \$100,170] + \$2,000 down payment + \$4,000 capital improvements + \$447 HPI appreciation)

Affordability for a Range of Buyers: If the original homeowner sets the sales price at \$126,447 to get a fair return on investment and if current (2015) assumptions are used for front/back ratios, interest rates, insurance, taxes, an 80% Loan-to-Value (LTV) Ratio, etc., the monthly PITI would be approximately \$745. The PITI of \$745 could, in theory, be supported by an annual household income of \$23,520 and not exceed 38% of the subsequent homebuyer's monthly income. If the subsequent homeowner does not require any HOME subsidy to purchase the home, the original affordability period would end in one (1) year.

Affidavit in Proof of Publication

STATE OF KANSAS
Douglas County

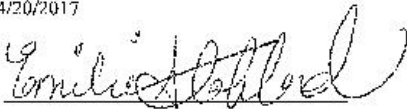
Emilie Stafford of the Legal Dept. of the Lawrence Daily Journal-World being first duly sworn, deposes and says:

That this daily newspaper printed in the State of Kansas, and published in and of general circulation in Douglas County, Kansas, with a general paid circulation on a daily basis in Douglas County, Kansas, and that said newspaper is not a trade, religious or fraternal publication, and which newspaper has been admitted to the mails as periodicals class matter in said County, and that a notice of which is hereto attached, was published in the regular and entire issue of the Lawrence Daily Journal-World

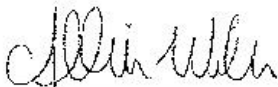
Said newspaper is published daily 365 days a year; has been so published continuously and uninterruptedly in said county and state for a period of more than five years prior to the first publication of said notice and been admitted at the post office of Lawrence in said County as second class matter.

That the attached notice is a true copy thereof and was published in the regular and entire issue of said newspaper for 1 consecutive days/weeks the first publication thereof being made as aforesaid on: 04/20/2017 with publications being made on the following dates:

04/20/2017



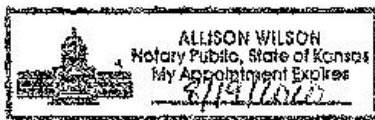
Subscribed and sworn to before me this 14th day
of June, 2017.



Notary Public

My Appointment expires: 8/19/2020

Notary And Affidavit	\$0.00
Additional Copies	\$0.00
Publication Charges	\$907.20
	<u>\$907.20</u>



RESOLUTION NO. 7204

A RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE THE GRANT AGREEMENTS FOR THE 2017 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) AND 2017 HOME INVESTMENT PARTNERSHIPS PROGRAM (HOME) AND AUTHORIZING THE MAYOR TO SIGN SUCH OTHER DOCUMENTS, UNDERSTANDINGS, AND ASSURANCES AS MAY BE REQUIRED PURSUANT TO TITLE I OF THE HOUSING AND COMMUNITY DEVELOPMENT ACT OF 1974, AS AMENDED, AND THE NATIONAL AFFORDABLE HOUSING ACT OF 1990.

WHEREAS, the City of Lawrence, Kansas is entitled to certain funds under Title I of the Housing and Community Development Act of 1974, as amended, and the National Affordable Housing Act of 1990; and

WHEREAS, it is required that grant agreements for the 2017 Community Development Block Grant (CDBG) and the 2017 HOME Investment Partnerships Program (HOME) be executed; and

WHEREAS, it is required that an approved Five-Year Consolidated Plan for the 2013-2017 program years be on file, and an Annual Update to the Consolidated Plan for the 2017 program year be submitted to the U.S. Department of Housing and Urban Development; and

WHEREAS, it is required that certain other documents, understandings, and assurances be submitted to the U.S. Department of Housing and Urban Development.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF LAWRENCE, KANSAS:

That the Mayor is hereby authorized to execute the grant agreements for the 2017 CDBG and HOME programs and to sign certain other documents, understandings, and assurances required to be submitted to the U.S. Department of Housing and Urban Development, including but not limited to the following:

- a. Consolidated Plan and Annual Update
- b. CDBG and HOME Grant Applications
- c. CDBG and HOME Environmental Reviews
- d. Consolidated Annual Performance and Evaluation Report

all in accordance with Title I of the Housing and Community Development Act of 1974, as amended, and the National Affordable Housing Act of 1990.

ADOPTED by the Governing Body of the City of Lawrence, Kansas, this 16th day of May 2017.

APPROVED:



Leslie Soden, Mayor

ATTEST:



Sherri Biedemann, City Clerk