

**CITY OF LAWRENCE
CONSOLIDATED ANNUAL PERFORMANCE AND EVALUATION REPORT
(CAPER)
COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)
AND
HOME INVESTMENT PARTNERSHIPS PROGRAM (HOME)**

AUGUST 1, 2001 TO JULY 31, 2002

**PREPARED BY THE
NEIGHBORHOOD RESOURCES DEPARTMENT**



Step Up to Better Housing

CITY OF LAWRENCE ANNUAL PERFORMANCE REPORT
AUGUST 1, 2001 TO JULY 31, 2002
TABLE OF CONTENTS

Assessment of Three- to Five-Year Goals and Objectives	1
Emergency Housing	1
Transitional Housing	2
Permanent Housing	2
Revitalized Neighborhoods	4
Affirmatively Furthering Fair Housing.....	9
Affordable Housing.....	11
Continuum of Care Narrative.....	11
Leveraging Resources.....	13
Self-Evaluation	14
CDBG Requirements	15
Financial Summary Grantee Performance Report	17
HOME Requirements.....	20
HOME Match Summary	20
Form 40107, Contracts and Subcontracts with Minority Business Enterprises And Women's Business Enterprises.....	21
On-Site Inspections of Affordable Rental Housing Assisted Under HOME	24
Housing Opportunities for Persons With AIDS (HOPWA) Funds.....	24
Emergency Shelter Grant (ESG) Funds	24
Public Participation Requirements	24
Notice of Public Hearing	25
Public Hearing Citizen's Comments	26
Written Comments.....	29
Appendix - Continuum of Care Diagram	40
Appendix - HOME Match Report.....	42
Appendix - Report on Activities and Performance.....	44

CITY OF LAWRENCE ANNUAL PERFORMANCE REPORT

AUGUST 1, 2001 TO JULY 31, 2002

ASSESSMENT OF THREE- TO FIVE-YEAR GOALS AND OBJECTIVES

The City of Lawrence developed a strategy to address four priorities: emergency housing, transitional housing, permanent housing, and revitalized neighborhoods. The strategies within these four priorities were addressed in the following ways:

EMERGENCY HOUSING

Consider emergency shelter needs when investing available funds. **Actions:** The City spent a total of \$71,404 in CDBG funds to address emergency shelter needs.

Table 1 – Emergency Housing Activities

Program	Amount Budgeted*	Amount Spent	Purpose	Number Served
Community Drop-In Center	\$ 18,921	\$ 13,727	Operating Expenses	249
First Step House	\$ 7,000	\$ 8,614	Operating Expenses	106
	\$ 8,000	\$ 9,397	Kitchen Appliance Upgrade	
Hannah's House Foundation	\$ 15,000	\$ 3,742	Property Renovation	12
Project Acceptance	\$ 5,000	\$ 5,000	Operating Expenses	87
The Salvation Army	\$ 20,000	\$ 22,108	Op. Exp.–Feeding Program	408
	\$ 140,000	\$ *^	Site Preparation/Demolition	7437
Women's Transitional Care Services (WTCS)	\$ 10,000	\$ 8,816	Operating Expenses	255
Total	\$ 223,921	\$ 71,404		8,554

*NOTE: Amount Budgeted does not always match the 2001 Investment Summary because some projects extend over more than one program year.

*^No expenses in the 2001 program year.

Seek private and public funds to strengthen Lawrence emergency shelters. **Actions:** The City applied for and received an Emergency Shelter Grant from the State. Additionally, Neighborhood Resources staff assisted the efforts of the Coalition for Homeless Concerns to open a year-round shelter and/or keep The Salvation Army shelter open year-round. Subsequently, the Coalition for Homeless Concerns worked with the Lawrence Open Shelter to open a temporary open shelter at St. John's School during the Christmas break in December of 2001. During the summer break in July and August of 2002, the Lawrence Open Shelter once again established a temporary open shelter at St. John's School.

Furthermore, staff worked with the Statewide Continuum of Care, University of Kansas Department of Social Welfare, and the local Continuum of Care to devise a plan to implement a Homeless Management Information System (HMIS). Funds will be sought through HUD's Continuum of Care Supportive Housing Grant.

Endorse expansion efforts of well-managed existing shelters. **Actions:** Funds were not expended this program year on expansion efforts of existing shelters. The city does, however, continue to support existing shelters and has worked with The Salvation Army on efforts to open a year-round, homeless shelter (see Table 1, above).

TRANSITIONAL HOUSING

Seek private and public funds to develop transitional housing in Lawrence and endorse efforts to develop transitional housing in Lawrence. **Actions:** The City staff provided technical assistance to agencies applying for or interested in applying for the HUD Supportive Housing Super NOFA. Staff also continues to work with the Housing Practitioners Panel to develop the Continuum of Care for the City of Lawrence. The Panel reorganized its subcommittees in an effort to better address affordable housing, barriers to housing, and data collection. In order to provide more funding opportunities, the City renewed its membership to eCivis, software available via the Internet for finding grant opportunities, and continues to offer extended use of it to local non-profits.

Consider transitional housing needs when investing available funds. **Actions:** The City budgeted \$135,000 of HOME funds for tenant based rental assistance, which is limited by HOME rules to two years of assistance per family. An additional \$15,000 was budgeted for administration of tenant based rental assistance. Pelathe received \$3,000 for salary of their Housing Program Director, who has oversight of their transitional housing program.

Secure more tenant based rental assistance. **Actions:** As noted above, the City budgeted \$150,000 in tenant based rental assistance and administration, administered by the Lawrence-Douglas County Housing Authority (LDCHA). The City certified compliance with the Consolidated Plan for LDCHA for applications for additional tenant based rental assistance.

Encourage landlords to accept tenants who receive rental assistance. **Actions:** LDCHA encourages landlords to accept tenants who receive rental assistance in a number of ways. They present both recruiting and educational workshops, and they hold a landlord recognition luncheon.

PERMANENT HOUSING

Continue to invest funds in homebuyer assistance. **Actions:** The City invested \$410,713 in HOME funds in homebuyer assistance. These funds assisted 25 first-time homebuyers. The City additionally invested \$15,000 in the Home of Your Own (HOYO) program, which provides down payment, closing costs, and/or rehabilitation for disabled, first-time homebuyers.

Consider supportive service needs for low-income elderly and persons with disabilities when investing available funds. **Actions:** The City spent a total of \$29,860 in CDBG funds on permanent housing activities for low-income, elderly, and persons with disabilities.

Table 2 – Permanent Housing Activities for Low-Income Elderly and Persons with Disabilities

Program	Amount Budgeted*	Amount Spent	Purpose	Number Served
Community Living Opportunities	\$ **	\$ 2,193	Unit Upgrade	52
Douglas County AIDS Project	\$ 8,000	\$ 8,000	Emergency Financial Assistance	26
Independence, Inc.	\$ 15,000	\$ 19,667	Accessibility Modifications	7
Total	\$ 23,000	\$ 29,860		85

*NOTE: Amount Budgeted does not always match the 2001 Investment Summary because some projects extend over more than one program year.

**Budgeted previously.

Continue to invest funds in rehabilitation, weatherization and emergency loans. **Actions:** The City spent a total of \$223,893 on comprehensive housing rehabilitation for existing homeowners and first-time homebuyers. Federal regulations on rehabilitation of properties containing lead-based paint reduced the number of projects the City was able to undertake. Weatherization projects used a total of \$42,922 through a program administered by the City. The City expended \$26,760 on furnace loans, and \$33,605 on emergency loans (see *Table 4A*, page 5).

Secure more tenant based rental assistance. **Actions:** The City invested \$143,904 in tenant based rental assistance, administered by the Lawrence-Douglas County Housing Authority (LDCHA). Of this amount, \$128,904 went to rental units and \$15,000 to LDCHA administrative expenses. In 2001, this money provided housing for 68 families, of which 34 were homeless. The City certified compliance with the Consolidated Plan to LDCHA for applications for additional tenant based rental assistance.

Encourage landlords to accept tenants with low, stable incomes and good rental histories. **Actions:** LDCHA held landlord workshops to encourage landlords to accept tenants who receive rental assistance. Landlords of Lawrence encourages landlords to accept tenants with low, stable incomes and good rental histories. LDCHA continues to provide landlords with information on participating in rental assistance programs. This organization promoted these beliefs and enhanced landlord/tenant education at their annual Landlord Fair.

REVITALIZED NEIGHBORHOODS

Promote neighborhood improvement. **Actions:**

Table 3 – Neighborhood Activities

Program	Amount Budgeted*	Amount Spent	Purpose	Number Served
Brook Creek Neighborhood	\$ 5,154	\$ 4,638	Operations / Coordinator / Cleanup	2,893
East Lawrence Neighborhood	\$ 6,985	\$ 7,690	Operations / Coordinator	2,264
	**	\$ 4,200	Hobbs Memorial	
	\$ 21,500	\$ 21,500	Playground Equip. – N.Y. School	
North Lawrence Neighborhood	\$ 5,358	\$ 3,892	Operations / Coordinator / Cleanup	1,942
Oread Neighborhood	\$ 10,158	\$ 11,407	Operations / Coordinator / Cleanup	5,657
	\$ 32,500	\$ 5,087	12 th & Mississippi Steps	
	\$ 200	\$ 175	Dumpster Screening	
Pinckney Neighborhood	\$ 7,184	\$ 4,624	Operations / Coordinator / Cleanup	3,315
Habitat #4 ¹	\$ **	\$ 2,125	Infrastructure	
Habitat #4 ¹	\$ 15,000	\$ 8,930	Water meter installation	
Total (excluding shaded areas)	\$ 34,839	\$ 32,251		16,071
Total (including shaded areas)	\$ 104,039	\$ 74,268		

*NOTE: Amount Budgeted does not always match the 2001 Investment Summary because some projects extend over more than one program year.

**Budgeted previously.

See **Table 4B** for neighborhood activities related to improving existing housing stock.

¹Housing partnership between City, Habitat for Humanity, and Tenants to Homeowners located at 17th and Atherton Court.

Improve existing housing stock. **Actions:**

Table 4A – Activities to Improve Existing Housing Stock

Program	Amount Budgeted*	Amount Spent	Purpose	Number Served
Comprehensive Housing Rehab / HOOT Rehab	\$ 325,000	\$ 223,893	Construction costs for no-interest comprehensive rehabilitation loans	21
Weatherization	\$ 40,000	\$ 42,922	Grants for attic insulation, storm windows and weather-stripping of entry doors	41
Furnace Loans	\$ 25,000	\$ 26,760	No-interest loans up to \$5,000	11
Emergency Loans	\$ 25,000	\$ 33,605	No-interest loans up to \$5,000	11
Demolition and Clearance	\$ 20,000	\$ 3,642	Voluntary removal of unsafe structures and dangerous trees	4
Delivery of Programs	\$ 200,000	\$ 180,646	Salaries and program costs for the comprehensive housing rehab., emergency and furnace loans, etc.	NA
Tenants to Homeowners	\$ 182,350	\$ 92,294	Property acquisition and rehabilitation (CHDO set-aside)	3
	\$ 30,650	\$ 26,838	Community Housing Development Organization (CHDO) Op. Expenses	NA
Independence, Inc.	\$ 15,000	\$ 19,667	Accessibility modifications in rental housing	7
Total	\$ 863,000	\$ 650,267		98

**NOTE: Amount Budgeted does not always match the 2001 Investment Summary because some projects extend over more than one program year.*

- Federal regulations on rehabilitation of properties containing lead-based paint continued to be a factor, decreasing the number of projects the City was able to undertake.

Table 4B – Activities to Improve Existing Housing Stock by Target Neighborhood

Program	Amount Spent	Purpose	Number Served
Brook Creek Neighborhood	\$ 24,876	Comp Housing Rehab	2
	41,574	HOOT Rehab	5
	1,000	Emergency Loans	1
	0	Furnace Loans	0
	6,249	Weatherization	5
	0	Demolition and Clearance	0
	144,405	Homebuyer Assistance	10
East Lawrence Neighborhood	\$ 0	Comp Housing Rehab	0
	0	HOOT Rehab	0
	2,750	Emergency Loans	1
	4,100	Furnace Loans	1
	2,567	Weatherization	2
	0	Demolition and Clearance	0
	0	Homebuyer Assistance	0
North Lawrence Improvement	\$ 0	Comp Housing Rehab	0
	6,785	HOOT Rehab	1
	2,470	Emergency Loans	1
	3,200	Furnace Loans	1
	5,696	Weatherization	4
	1,550	Demolition and Clearance	1
	43,137	Homebuyer Assistance	3
Oread Neighborhood	\$ 0	Comp Housing Rehab	0
	0	HOOT Rehab	0
	0	Emergency Loans	0
	0	Furnace Loans	0
	0	Weatherization	0
	0	Demolition and Clearance	0
	0	Homebuyer Assistance	0
Pinckney Neighborhood	\$ 28,039	Comp Housing Rehab	1
	28,563	HOOT Rehab	2
	0	Emergency Loans	0
	9,812	Furnace Loans	5
	1,019	Weatherization	2
	850	Demolition and Clearance	1
	17,800	Homebuyer Assistance	1
Neighborhoods At Large	\$ 55,298	Comp Housing Rehab	3
	38,759	HOOT Rehab	7
	27,385	Emergency Loans	8
	9,648	Furnace Loans	4
	27,391	Weatherization	28
	1,242	Demolition and Clearance	2
	205,372	Homebuyer Assistance	11
Total	\$ 741,537		113

**NOTE: Amount Budgeted does not always match the 2001 Investment Summary because some projects extend over more than one program year.*

Encourage neighborhood associations. **Actions:** The City continued to fund the operating expenses and coordinator salaries of the five target neighborhoods (Brookcreek, East Lawrence, North Lawrence, Pinckney, and Oread). Additionally, City staff worked with East Lawrence on the implementation of the East Lawrence Conservation Strategy.

Improve mobile homes and mobile home parks. **Actions:** Neighborhood Resources provided emergency loans to one mobile home owner for emergency repairs.

Continue crime prevention. **Actions:** The Lawrence Police Department continued various crime prevention activities, such as the Citizen's Academy. No CDBG funds were used in the Police Department's budget.

Ensure that housing complies with the Uniform Housing Code. **Actions:** The City Codes Enforcement Division enforces City codes concerning the construction and maintenance of structures within the City. During the 2001 program year, the 1997 Edition of the Uniform Housing Code adopted by the City was altered to require all dwelling units and basements to have egress windows in accordance with the 1997 Uniform Building Code. Windows on the first floor and above are permitted to remain in accordance with the building code in effect at the time of construction. The Codes Enforcement Division did not utilize CDBG funding.

Favor mixed-income development. **Actions:** No activities occurred toward this objective during program year 2001 with CDBG or HOME funds, but City staff worked with three entities on resolutions of support for low-income housing tax credits [Wyndam Place Senior Residences (54 units), Prairie Ridge Place (100 units), and Community Living Opportunities (7 units-later withdrawn)].

Meet American Disabilities Act and Fair Housing Act requirements. **Actions:** Four City departments have responsibilities that ensure the City meets ADA and Fair Housing requirements: Planning, Neighborhood Resources, Human Relations/Human Resources, and Public Works. Ordinances in Lawrence are substantially equivalent to federal law; thus, citizens can look to the City for civil rights enforcement. Financial support for these activities comes from the City general fund budget.

Support public/private partnerships. **Actions:** Lawrence supported public/private partnerships in a number of ways in program year 2001:

The Homeowners Out of Tenants (HOOT) program is a public/private partnership designed to provide opportunities for low- and moderate-income families to purchase homes. City staff, local lenders and Tenants to Homeowners, Inc. coordinate HOOT activities. Tenants to Homeowners, Inc., is a Community Housing Development Organization (CHDO) and receives HOME funds from the City entitlement. Both HOME and CDBG funds support the homebuyer program. Banks participate through financial commitments.

Tenants to Homeowners, Inc., carries out other affordable housing activities with City support, sometimes including other partners such as Habitat for Humanity, Inc. In 1999, the City donated land for the Habitat #4 Addition, a 25-unit housing partnership between the City, Habitat for Humanity, and Tenants to Homeowners, Inc., located at 17th and Atherton Court. Development

of the project by Tenants to Homeowners, Inc., and Habitat for Humanity, Inc. began in the 2001 program year. Tenants to Homeowners will build 10 homes and Habitat will build 15. During the 2001 program year, \$2,125 was expended on infrastructure improvements and \$8,930 was expended on water meter installation in the Habitat #4 Addition.

Earnest money of \$1,000 was paid towards the purchase of two dilapidated properties. The purchase did not close during the 2001 program year. These properties will be utilized in future partnerships to develop additional low- to moderate-income housing.

Table 5 – Progress Toward Long-Term Goals

Goals	'94 to '99	'99 to 2004	10 Year Total	Progress 1994 to 2001	Remaining		
					5 yr	10 yr	Total
Elderly	100	100	200	70 tax credit units 24 LDCHA units	6	100	106
Frail Elderly	100	100	200		100	100	200
SMI Units	10	20	30	39 LDCHA units total, plus 10 Bridges units	0	0	0
Developmentally Disabled	3	10	13	56 CLO units for rehabilitation	0	0	0
Other Chronic Illnesses	2	4	6		2	4	6
Homeowner Rehabilitation	70	150	220	147 units	0	73	73
Homebuyer Program	100	100	200	147 units	0	53	53
Rental Rehabilitation	25	25	50	2 units	23	25	48
Rental Assistance	125	125	250	HOME funds to LDCHA provided sufficient assistance for 188 families	0	62	62
Accessibility Modifications	60	83	143	58 units were modified through the Independence, Inc.	2	83	85
Additional Family Rental Units	75	75	150	Tax credits - 160 units	0	0	0
Total	670	792	1462	901	133	500	633

AFFIRMATIVELY FURTHERING FAIR HOUSING

The Analysis of Impediments to Fair Housing Choice (AI) references a University of Michigan study, which concluded that Lawrence is the fifth least segregated city in the United States. Lawrence continues to do well in avoiding systemic impediments to fair housing choice. In order to maintain this high performance, the AI set six goals:

- *The City will continue to fund the Lawrence Human Relations/Human Resources Department in order to provide education and resources on fair housing, along with a forum for citizen support in cases of housing discrimination. **Actions:*** The Lawrence Human Relations/Human Resources Department (LHR/HRD) was funded in the 2001 City budget at \$283,090. In 2001, LHR/HRD investigated discrimination complaints and worked towards resolution thereof. Additionally, the LHR/HRD responded to approximately 15,600 inquiries from the general public and business community requesting assistance with issues, which included allegations of discriminatory practices in employment, housing and public accommodations, educational, training and technical assistance, and general information. Thirty-five percent of the inquiries were related to fair housing issues. The department expanded its current website to provide additional information regarding civil/human rights under Chapter X of the Code of the City of Lawrence (www.lawrencehumanrelations.org), as well as a calendar of events, downloadable fair housing posters and forms, and the ability to register for department sponsored seminars/workshops online. The Human Relations Commission continued its efforts to support and enhance LHR/HRD fair housing activities. The Human Relations Department activities included:
 - Timely and thorough investigations of fair housing discrimination complaints;
 - Dissemination of information on fair housing rights; and
 - Promoting contact with the public on fair housing issues through:
 - website development;
 - paid commercial advertising;
 - community cable advertising;
 - establishing partnerships with other social service agencies and organizations advocating fair housing rights laws;
 - introducing innovative strategies to further fair housing for all Lawrence citizens; and
 - seminars/workshops.
- *The Lawrence Human Relations Commission will continue to be active during the program year. **Actions:*** Human Relations Commission activities include timely and thorough investigations of housing discrimination complaints, dissemination of fair housing information, and promoting contact with the public on fair housing issues through website development, paid commercial advertising, and community cable advertising. Activities also include establishing partnerships with other social service agencies and organizations that advocate and enforce fair housing laws and introducing innovative strategies to further fair housing opportunities.

- *The Lawrence-Douglas County Housing Authority will continue to assure racial disbursement in Public Housing. **Actions:*** As has been the practice in the past, the LDCHA maintains a racial disbursement map of its public housing units in order to ensure diversity throughout the units.
- *The Lawrence-Douglas County Housing Authority will provide services designed to meet the challenges the elderly, disabled or families might encounter which could put their housing at risk, and solicit resident participation in planning to assure programs meet residential needs. **Actions:*** LDCHA funded its Resident Services Program consisting of a staff of eight. Six service coordinators and one clerical staff are working out of the Edgewood office and one service coordinator for elderly persons is working out of the Babcock office.
- *Neighborhood Resources will support fair housing through continued emphasis on affordable housing activities. **Actions:*** Neighborhood Resources continued the emphasis on affordable housing (see *Permanent Housing*, page 2; and *Support Public/Private Partnerships*, page 7). During the 2001 program year, \$1,926 was spent on fair housing activities.
- *Neighborhood Resources will continue to require grant and loan recipients to certify compliance with fair housing policies. **Actions:*** Neighborhood Resources required compliance with fair housing policies.

The AI indicates that Lawrence has done well in avoiding systemic impediments to fair housing choice, though affordability remains a substantial challenge. City ordinances, regulations, administrative policies, procedures, or practices do not tend to impede housing choice. Lawrence has demonstrated its commitment to fair housing by expanding the protected classes beyond those required by federal law to include sexual orientation as a class protected by ordinance from housing discrimination.

AFFORDABLE HOUSING

Lawrence continues to make progress toward the specific objective of providing affordable housing and has met or exceeded the goals set out in the Consolidated Plan (see *Emergency Housing*, page 1; *Transitional Housing*, page 2; *Permanent Housing*, page 2; *Revitalized Neighborhoods*, page 4; and *Table 5 - Progress Toward Long-Term Goals*, page 8).

CDBG and HOME funds assisted a total of 166 low- and moderate-income households with affordable housing efforts in program year 2001. All families that received tenant based rental assistance were low-income.

A Housing Trust Fund was established in 2000 with an initial investment of \$500,000 from the City's general fund. The fund will be used to assist with affordable housing. Housing Trust Fund Board members were appointed in the 2001 program year and began meeting to discuss potential projects and activities for future funding. The board additionally prepared a request for proposals to be sent out and awarded in the 2002 program year.

Lawrence met "worst-case" rental needs through tenant based rental assistance and "worst-case" homeowner assistance through comprehensive rehabilitation, weatherization, emergency loans, and furnace loans. Independence, Inc., administers a rental accessibility program for the City to address the needs of persons with disabilities. The program makes grants to individuals to modify rental residences to make the residence handicap accessible.

CONTINUUM OF CARE NARRATIVE

The Continuum of Care includes a broad variety of programs and activities to address the needs of homeless persons in Lawrence. Some of these programs receive CDBG funding (see *Emergency Housing*, page 1; *Transitional Housing*, page 2; and *Appendix One, Continuum of Care Diagram*, page 40).

To address the needs of persons who need supportive housing, the City set aside \$150,000 of HOME money for TBRA with \$128,904 spent during program year 2001 on TBRA and \$15,000 spent on LDCHA Administration.

Table 6 – Continuum of Care Activities

Program	Amount Budgeted*	Amount Spent	Purpose	Number Served
Ballard Community Center	\$ 24,200	\$ 37,426	Electrical Service Upgrade	3243
Boys and Girls Club	\$ 10,780	\$ 10,780	Roof, gutters, downspouts	585
Brookcreek Learning Center	\$ 1,050	\$ 1,050	Signage/Play Equipment	195
Community Living Opportunities	\$ **	\$ 2,193	Unit Upgrade	52
Community Drop-In Center	\$ 18,921	\$ 13,727	Operating Expenses	249
Douglas County AIDS Project	\$ 8,000	\$ 8,000	Emergency Financial Assistance	26
Emergency Services Council	\$ 22,500	\$ 22,500	Housing Assistance	492
First Step House	\$ 7,000	\$ 8,192	Operating Expenses	106
	\$ 8,000	\$ 9,397	Kitchen Appliance Upgrade	
Hannah's House Foundation	\$ **	\$ ◆	Property Renovation	12
	\$ 15,000	\$ 3,742	Heating/AC Upgrade	
Health Care Access	\$ 15,000	\$ 3,500	Parking Lot Addition	2652
Hearthstone	\$ 24,000	\$ 10,186	Bathroom & Kitchen Renovation	69
Hospice Care	\$ **	\$ 500	Volunteer Program Support	97
Housing and Credit Counseling, Inc.	\$ 14,000	\$ 14,000	Tenant/Landlord Counseling and Education	562
Independence, Inc.	\$ 15,000	\$ 19,667	Accessibility Modifications	7
	\$ 30,000	\$ 15,000	Home of Your Own (HOYO)	1
Pelathe Community Resource Center	\$ 13,000	\$ 6,415	Access Improvements; Entry Replacement; Guttering/Drainage	2029
	\$ 3,000	\$ 3,000	Housing Program Director Salary	
Project Acceptance	\$ 5,000	\$ 7,000	Operating Expenses	87
The Salvation Army	\$ 20,000	\$ 22,108	Operating Expenses–Shelter Feeding Program	408
	\$ 140,000	\$ 0■	Site Preparation/Demolition	7437
Social Service League	\$ 29,020	\$ 0■	Tuck Pointing/Window Refurbishing	2139
	\$ **	\$ 0■	Heating/Cooling System Upgrade	
Trinity Respite Care	\$ 12,500	\$ 11,250	Attendant Care & Respite Care	216
WTCS, Inc.	\$ 10,000	\$ 8,816	Operating Expenses and Maintenance	255
Total	\$ 445,971	\$ 238,449		20,381

*NOTE: Amount Budgeted does not always match the 2001 Investment Summary because some projects extend over more than one program year.

**Budgeted Previously.

■ Project not completed during the program year.

◆ Hannah's House closed during the program year.

The City used CDBG funds for the Emergency Services Council for eviction and utility shut-off prevention. Housing and Credit Counseling, Inc. received \$14,000 from CDBG for landlord/tenant mediation and counseling.

All Lawrence shelters offer counseling and case management to assist their client's transition to permanent housing and independent living. For information about City investment in emergency shelters see *Emergency Housing*, on page 1.

LEVERAGING RESOURCES

The City received an Emergency Shelter Grant (ESG) from the State of Kansas for \$54,395. ESG funds were used by six agencies to provide facility rehabilitation, operations, essential services and homeless prevention. The City provided certifications of consistency with the Consolidated Plan to the Lawrence-Douglas County Housing Authority for Section 8 certificate applications, to Bert Nash and The Salvation Army for a supportive housing application, to Housing and Credit Counseling, Inc., for landlord/tenant mediation, and to Tenants to Homeowners for a state HOME grant application to construct accessible housing for first-time homebuyers. There were no other requests for certifications.

Lawrence funded a portion of the budget of 18 agencies, usually at 5 to 10% of the agency budget; thus, CDBG funds devoted to nonprofit agencies leveraged the \$305,800 spending to over five million dollars.

HOME match requirements were satisfied through cash from non-federal sources, forgone fees, donated labor, and donated construction materials (see *Appendix – HOME Match Report*, page 42).

SELF-EVALUATION

The statutory purpose of CDBG funding is “Decent housing and a suitable living environment and expanding economic opportunities for principally low- and moderate-income persons.” The City of Lawrence accomplishments and plans carry out this purpose both in spirit and in action. *Step Up to Better Housing*, the city strategy, concentrates CDBG and HOME resources on affordable housing and revitalized neighborhoods with low- and moderate-income people as the beneficiaries. As shown in *Table 5 - Progress Toward Long-Term Goals*, page 8, Lawrence has made significant impact on identified needs. The balanced approach outlined in *Step Up to Better Housing* seems to be addressing needs in a very functional manner. It can also be seen by the coordinated efforts of advisory groups such as the Practitioners Panel. The Panel has strengthened the Continuum of Care each year.

The only significant barrier to have a negative impact on fulfilling the strategies and overall vision is that the money available is not sufficient to meet all the goals immediately. The City continues to make progress, but as the City grows, needs continue to grow as well.

Both the CDBG program and the HOME program are in good standing in all respects. Grant disbursements are timely and actual expenditures did not differ from letter of credit disbursements. Major goals are on target.

CDBG REQUIREMENTS

All Lawrence activities support the *Step Up to Better Housing* strategy and the Continuum of Care. City CDBG spending supports all categories of housing needs identified in the Consolidated Plan. The City of Lawrence had no changes in program objectives. Activities benefited low- and moderate-income persons exclusively through direct assistance programs. At least 51% of residents receiving area-wide benefits were low-income or lived in areas declared slum and blight. Target neighborhoods have low- and moderate-income residents as follows according to the 1990 Census[^]:

Table 7 - Percent Low- and Moderate-Income Residents in Target Neighborhoods

Neighborhood	Percent Low/Mod
Brook Creek	58%
East Lawrence	70%
North Lawrence*	48%
Oread	60%
Pinckney	54%
Total City Population	49%

**Designated as slum and blight.*

[^]1990 Census data was used for the 2001 Consolidated Annual Performance and Evaluation Report because 2000 Census data on income was not available until August 2002.

Lawrence pursued all resources that the City indicated it would pursue in the Consolidated Plan. The City provided certifications of consistency with the Consolidated Plan to the Lawrence-Douglas County Housing Authority for Section 8 certificate applications, to Bert Nash and The Salvation Army for a supportive housing application, to Housing and Credit Counseling, Inc., for landlord/tenant mediation, and to Tenants to Homeowners for a state HOME grant application to construct accessible housing for first-time homebuyers. There were no other requests for certifications. No action or willful inaction by the City hindered implementation of the Consolidated Plan.

The City did not use any funds outside the three national objectives and did not trigger any relocation cost. Lawrence did not use CDBG funds for economic development. No CDBG funds were used for any groups of limited clientele that did not fall within the categories of presumed limited clientele or did not meet low- and moderate-income guidelines. The City of Lawrence did not have a HUD-approved neighborhood revitalization strategy.

Program income is primarily generated by installment loan repayments from the Comprehensive Rehabilitation Loan Program and repayments of deferred comprehensive, first-time homebuyer, emergency loans, and furnace loans. No other program income was received during this program year.

The CDBG administrative staff consists of one full time staff position, three-fourths salary for one full time staff position, and half salaries for three full-time staff positions. Salaries and other administrative costs for the 2001 program year were \$215,697.

Table 8 - Rehabilitation Programs

Program	Units Committed		Units Completed		Additional Information
Comprehensive Homeowner Rehabilitation Loans	8	\$173,668	6	\$108,213	No-interest loans forgiven up to 50% after seven years. Clients under 62 years old must make payments of \$50 each month.
HOOT First-time Homebuyer	25	\$410,713	25	\$410,713	No-interest loans forgiven up to 50% after seven years.
HOOT Comprehensive Rehabilitation	13	\$111,039	15	\$115,680	No-interest loans forgiven up to 50% after seven years.
Emergency Loans	14	\$ 37,214	11	\$ 33,605	No-interest loans up to \$5,000 with no payments until the recipient ceases to be the owner/occupant.
Furnace Loans	7	\$ 15,926	11	\$ 26,760	No-interest loans up to \$5,000 with no payments until the recipient ceases to be the owner/occupant.
Weatherization	41	\$ 42,922	41	\$ 42,922	Grants for attic insulation, storm windows and entry door weather-stripping.
Community Living Opportunities	**	\$ **	7	\$ 2,193	Facility rehabilitation grant for a supportive housing program.
Independence, Inc. (AHP)	7	\$ 30,000	7	\$ 19,667	Accessibility improvements to rental properties.
Total	115	\$ 821,482	123	\$ 759,753	

**Committed previously.

FINANCIAL SUMMARY GRANTEE PERFORMANCE REPORT

Blank for FinSum report

Blank for FinSum report

HOME REQUIREMENTS

Step Up to Better Housing divides the Lawrence activities into four areas: emergency housing, transitional housing, permanent housing and revitalized neighborhoods. In program year 2001, the City dedicated HOME funds to transitional and permanent housing. The Lawrence-Douglas County Housing Authority administered the transitional housing funds in the form of TBRA (\$132,654) to 68 families with administrative expenses of \$11,250. Permanent housing spending was as follows:

- Tenants to Homeowners, Inc. CHDO set-aside of \$92,294. HUD requires that a minimum of 15% of HOME funds go to a nonprofit Community Housing Development Organization (CHDO).
- Tenants to Homeowners, Inc. Operating Expenses of \$26,838.
- Homebuyer Assistance for \$410,713, which helped purchase 25 units. The homebuyer program is a partnership with Tenants to Homeowners and local banks.

HOME MATCH SUMMARY

HOME match requirements were satisfied from a variety of sources as listed below. Also, see *Appendix - HOME Match Report, page 42*.

- \$2,163 – Cash, material, and labor donations to Tenants to Homeowners, Inc. (442 Forrest) as well as waived building permit fee.
- \$12,200 -- Cash, material, and labor donations to Tenants to Homeowners, Inc. (Habitat #4 Addition).
- \$1,841 – Waived building permit fees for Habitat #4 Addition.
- \$247,992 – Cash donations to Habitat for Humanity.
- \$13,455 – In-kind donations to Habitat for Humanity.
- \$21,000 – Sweat equity on six houses built by Habitat for Humanity.
- \$126,000 – Donated labor on six separate Habitat for Humanity houses.

On February 6, 2002, President Bush signed a declaration of major disaster pursuant to the Robert T. Stafford Disaster Relief and Emergency Assistance Act. This declaration gives the City of Lawrence a 100% reduction in match liability for all HOME funds expended from February 6, 2002 through September 30, 2003. However, the department will continue to identify and track eligible HOME match expenditures during this time.

**FORM-40107, CONTRACTS AND SUBCONTRACTS WITH MINORITY BUSINESS ENTERPRISES AND
WOMEN'S BUSINESS ENTERPRISES**

Blank for report

Blank for page 2 of report

ON-SITE INSPECTIONS OF AFFORDABLE RENTAL HOUSING ASSISTED UNDER HOME

The Lawrence-Douglas County Housing Authority (LDCHA) Rental Assistance Programs department operates an inspection program designed to ensure that units subsidized through grants administered by the LDCHA meet the most stringent inspection criteria, while at the same time allowing for an adequate supply of affordable rental housing available to low-income families. The program features inspection criteria that are a combination of federal Housing Quality Standards (HQS) criteria and local minimum housing codes for existing housing. The LDCHA has had approval from HUD to enforce a combination of federal HQS criteria and local codes since 1992. Units must pass an initial inspection before the LDCHA enters into a contract with the owner and begins paying subsidy on behalf of the tenant family. The LDCHA Housing Inspector performs initial inspections. Thereafter, the unit is inspected annually in conjunction with the anniversary date of the lease, and must pass the annual inspection for the owner to continue receiving housing assistance payments. Owners, tenants, or LDCHA staff may request an inspection of the unit at any time.

All units are inspected to the same standard criteria. Owners are required to correct failing conditions within 30 days, or 24 hours for life threatening conditions. Payment of housing assistance is abated and housing assistance payment contracts with the owner are terminated if units are not repaired within the required time. Tenants that cause a unit to fail inspection and are given lease violation notices by the owner, may have their housing assistance terminated if they do not correct the lease violation and their lease ends because of damages to the unit.

HOUSING OPPORTUNITIES FOR PERSONS WITH AIDS (HOPWA) FUNDS

The City of Lawrence is not an entitlement city for HOPWA funds.

EMERGENCY SHELTER GRANT (ESG) FUNDS

The City of Lawrence is not an entitlement city for ESG funds.

PUBLIC PARTICIPATION REQUIREMENTS

The City expended \$8,366 on Citizen Participation Activities, which included publication of dates and times of public hearings. The City of Lawrence made the Consolidated Annual Performance and Evaluation Report (CAPER) available to the public for examination and comment. A copy of the CAPER submitted to HUD, including a summary of public comments received, is available for examination by the public upon request.

NOTICE OF PUBLIC HEARING FOR THE
CITY OF LAWRENCE
COMMUNITIY DEVELOPMENT BLOCK GRANT (CDBG) and
HOME INVESTMENT PARTNERSHIPS (HOME) PROGRAMS

The City of Lawrence Neighborhood Resources Department will conduct an annual public hearing on its Community Development Block Grant (CDBG) and HOME Investment Partnerships (HOME) Programs with the Neighborhood Resources Advisory Committee on **Thursday, September 26, 2002, at 6:30 P.M.** in the City Commission Chambers, First Floor, City Hall, 6 East 6th Street.

The annual hearing is intended to provide the following:

1. A discussion of the City's performance in implementation of past CDBG and HOME activities, especially those funded during the past program year. The Consolidated Annual Performance and Evaluation Report (CAPER) will be completed and will be submitted to the U.S. Department of Housing and Urban Development (the federal agency which funds the program) by October 31, 2002. Copies of the performance report will be available for review on September 17, 2002, in the Neighborhood Resources Department, 1 Riverfront Plaza, Level 1, Suite 110. The written comment period for the CAPER will be thirty (30) days from the date of the hearing, until October 26, 2002. Written comments may be sent to the Neighborhood Resources Department, P.O. Box 708, Lawrence, KS 66044 or emailed to mswarts@ci.lawrence.ks.us.
2. General information about the CDBG and HOME programs, as well as the Consolidated Plan, including a discussion about the primary objectives of the programs, the "Step Up to Better Housing Strategy", and past and projected funding levels.
3. A forum for suggested future CDBG and HOME activities for the upcoming program year (August 1, 2003 to July 31, 2004), and to discuss procedures for making proposals for CDBG or HOME funded activities.
4. An opportunity for Lawrence citizens, public agencies, and other interested parties to express and discuss their opinions about the needs of low and moderate income persons, housing and community development needs, and other needs in Lawrence they feel are important.
5. A review of demographic data in the community to determine priority needs.

Mailed to all interested parties on September 11, 2002
Published in the *Lawrence Journal World* on September 17, 2002

PUBLIC HEARING CITIZEN'S COMMENTS

PUBLIC HEARING
CITIZEN'S COMMENTS
COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) AND
HOME INVESTMENT PARTNERSHIPS (HOME) PROGRAMS
CONSOLIDATED ANNUAL PERFORMANCE AND EVALUATION REPORT
(CAPER)

SEPTEMBER 26, 2002

Barnhill opened the Public Hearing at 6:33 p.m. and began with introductions of the Committee and Staff. Members present were Shelley Barnhill, Gunter de Vries, James Dunn, Bob Ebey, Paula Gilchrist, Carrie Moore, Vern Norwood, Terri Pippert, Kirsten Roussel, and Bill Wachspress. Staff present were Monica Cardin, Cindy Nau, and Margene Swarts.

Barnhill stated the Public Hearing would consist of discussion of the City's performance in implementation of its CDBG and HOME activities during the past year; general information about the CDBG and HOME programs; a forum for suggested future CDBG/HOME activities; an opportunity for public comment from Lawrence citizens, public agencies, and other interested parties; and a review of demographic data. The Public Hearing opens the 30-day written comment period for the CAPER, which will be submitted to the U.S Department of Housing and Urban Development by October 31, 2002.

Barnhill turned the meeting over to Swarts for staff comments. Swarts stated that copies of the CAPER draft were available. She noted the CAPER is the annual performance report on the CDBG and HOME programs. She reiterated the basic content of the CAPER and identified some areas of interest. She stated she would be happy to answer questions from the Committee or public.

PUBLIC COMMENT

Barnhill opened up the floor for Public Comment. She requested that public comment be limited to five minutes and asked Swarts to be the timekeeper.

There being no public comment, Ebey **moved to close the Public Comment period.** Dunn **seconded the motion, which passed 10-0-0.**

Barnhill brought the discussion back to the Committee. Dunn stated he had one correction to make to the CAPER draft. He suggested that in the third paragraph on Page 1 regarding the Lawrence Open Shelter, the time frame should be noted as a month and year, rather than as the "Christmas break and summer break". The Committee concurred. Dunn then suggested that since so few citizens were present; perhaps they would like to introduce themselves to the Committee.

Jeremy Kintzel stated he is a member of the Community Development Block Grant Review Board and had misunderstood and thought the Public Hearing was a joint meeting with that Board and the NRAC. He decided to stay anyway for the Public Hearing.

Saunny Scott stated she is a member of the CDIC, Coalition for Homeless Concerns, and the Lawrence Open Shelter. Scott disagreed with the wording “Neighborhood Resources staff assisted the efforts of the Coalition of Homeless Concerns and the Lawrence Open Shelter to open a temporary shelter at St. John’s school.” She stated the Coalition was not involved with the decision-making for the LOS. Swarts stated that the section would be clarified. The LOS was formed as a result of meetings with Coalition members and NR staff regarding a year around shelter.

Ivo Ivanov, Director of Fund Development for Community Living Opportunities, introduced himself.

Michelle Levett and Vivian Baar of the Salvation Army introduced themselves.

Moving back to the Committee, Roussel stated there appeared to be a discrepancy on page 41 of the CAPER. It states Brook Creek Neighborhood had zero energy-efficient furnaces installed, but it gives an amount of \$4,255. Swarts stated she would research and make the corrections.

There being no further comment Barnhill closed the Public Hearing at 6:45 p.m.

WRITTEN COMMENTS

Written comments page 1

Written comments page 2

Written comments page 3

Written comments page 4

Written comments page 5

Written comments page 6

Written comments page 7

Written comments page 8

Written comments page 10

APPENDIX – CONTINUUM OF CARE DIAGRAM

City of Lawrence Continuum of Care for Housing and Homelessness 2002

A local adaptation of the HUD model

Outreach, Intake, Assessment

Bert Nash-PATH /
Community Drop-In Center /
Emergency Services Council
Agencies* / Douglas County
AIDS Project /
Independence, Inc. / Project
Acceptance / Pelathe
Community Resource Center
/ The Salvation Army.

GAP: Homeless Management
Information System (HMIS)
needs to be purchased and
implemented to increase
coordination and to reduce
duplication of efforts in the
provision of services and to
increase availability of services.

Emergency Shelter

First Step House / Hannah's
House / Hearthstone /
Oxford House / The
Salvation Army / The
Shelter, Inc. / Women's
Transitional Care Services

GAP: All but one of the
shelters serves special
populations. For the general
homeless individuals, there is
no night shelter five months out
of the year and limited day
shelter. Specialized shelters do
not have the resources to serve
all their potential clients. When
blood alcohol level is above .08
there is no shelter available.

Emergency Shelter – Any facility, the
primary purpose of which is to provide
temporary or transitional shelter for the
general or specific populations of
homeless individuals or families.

Transitional Housing – designed to
provide housing and supportive services
to homeless individuals or families with the
purpose of facilitating movement to
independent living within a specified time.

Supportive Services

Alcoholics Anonymous / Bert Nash /
Brookcreek Learning Center / Catholic
Community Services / Community
Drop-In Center / Cottonwood /
DCCCA / Douglas County AIDS
Project / Douglas County Dental /
Douglas County Legal Aid Society /
Emergency Services Council
Agencies* / First Step House /
Hannah's House Foundation / Haskell
Indian Health Center / Health Care
Access / Headquarters / Hearthstone /
Heartland Medical Outreach / Hospice
of Douglas County / Housing & Credit
Counseling, Inc. / Independence, Inc. /
Jubilee Café / Lawrence Alano Society
/ Lawrence-Douglas County Health
Dept. / Lawrence-Douglas County
Housing Authority / LINK / Pelathe
Comm. Resource Center / Project
Acceptance / Project Lively / Rape
Victim Survivor Service / SRS /
Trinity Respite Care

GAP: Transportation (access &
affordability). HMIS needs to be
purchased and implemented. Funding
for supportive services in Lawrence
are too minimal, specifically for case
management services, life skills
training, and mental health care.

Transitional Housing

1409 Pelathe Place / Achievement
Place for Boys or Girls / Bert Nash
- Bridges to Independence /
Hannah's House Foundation /
Lawrence-Douglas County
Housing Auth. / O'Connell Youth
Ranch

GAP: All but one of these agencies
serve targeted populations, four serve
only children. More transitional
housing is needed for the general adult
population.

Permanent Housing

1411 Pelathe House /
Accessible Residential
Options (ARO) / Home of
Your Own (HOYO) /
Homeowners Out of
Tenants (HOOT) /
Independence, Inc.
Accessibility Program /
Lawrence-Douglas County
Housing Authority /
Tenants to Home Owners
Accessible Housing

GAP: Affordability.

Permanent Supportive Housing

Accessible Residential
Options (ARO) / Bert Nash
911 House / Community
Living Opportunities /
Cottonwood / Lawrence-
Douglas County Housing
Authority

GAP: There is not enough
permanent supportive housing
in Lawrence. No federal
financing for rehabilitation of
Section 202 units (i.e. ARO).

* **ESC Agencies:** Ballard Center /
Douglas County Senior Services /
ECKAN / Penn House / The
Salvation Army / Women's
Transitional Care Services.

◆ *With the lack of a year-
round emergency shelter,
homeless often go directly
from Outreach, Intake &
Assessment to Supportive
Services.*

Revitalized Neighborhoods

Neighborhood Associations, Parks and Recreation, Lawrence Community Garden, Utilities, Public Works

APPENDIX – HOME MATCH REPORT

Blank for Match report

APPENDIX – REPORT ON ACTIVITIES AND PERFORMANCE

CITY OF LAWRENCE
COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM
And
HOME INVESTMENT PARTNERSHIPS PROGRAM (HOME)

**CONSOLIDATED ANNUAL PERFORMANCE
AND EVALUATION REPORT (CAPER)**

**ON ACTIVITIES AND PERFORMANCE
AUGUST 1, 2001 THROUGH JULY 31, 2002**

The CDBG Program is federally funded through the U. S. Department of Housing and Urban Development (HUD). Funds are provided to the City for the development of viable urban communities by providing decent housing and a suitable living environment and expanding economic opportunities, principally for persons of low and moderate income. The community development program is to be developed so as to give maximum feasible priority to activities that will benefit low and moderate-income families, or aid in the prevention or elimination of slums or blight.

The HOME Program is also federally funded through HUD. Funds are provided to the City for the development of affordable housing, both rental and owner-occupied for low and moderate-income people. Funds can be used for activities such as Tenant Based Rental Assistance (TBRA), First Time Homebuyer Programs, and Homeowner and Rental Rehabilitation. Additionally, the City funds a Community Development Housing Organization (CHDO), to own, develop, or sponsor affordable housing for low and moderate-income persons/families.

Five neighborhoods have been designated by the City as eligible for CDBG funded activities. These neighborhoods are Brook Creek, East Lawrence, North Lawrence, Oread, and Pinckney. Until March 1984, the Old West Lawrence neighborhood and Barker neighborhood had been eligible for CDBG funding. University Place neighborhood was eligible from 1988-1993. Each of these neighborhoods has formed an association so that residents and property owners may formally identify the needs of the neighborhood and suggest ways to improve the neighborhood. HOME funds are not targeted to specific neighborhoods, but must be used to assist low and moderate-income persons obtain affordable housing.

The City of Lawrence Citizen Participation Plan identifies the Neighborhood Resources Advisory Committee as the group to make recommendations regarding the overall program policy and assist in the review of funding grant proposals. The NR Advisory Committee consists of eleven members with one representative from each of the five target neighborhoods and six at-large members. The committee provides information to the City regarding neighborhood needs, and reviews and comments to the Community Development Division of the Neighborhood Resources Department on all proposals for CDBG and HOME funding as well as other program components. The committee also makes recommendations to the City regarding priorities among proposed activities for each yearly application.

The Practitioners Panel consists of approximately 25 persons from agencies that provide housing or housing services. The panel makes recommendations regarding housing policy, funding, and specific identified housing needs in the community.

The Grant Review Board reviews and takes action on applications for rehabilitation-deferred loans and makes recommendations to the City regarding rehabilitation policies and procedures. This board consists of seven members. Five of the members represent target neighborhoods, and two members are chosen at large.

To date, HUD has approved Lawrence for CDBG and HOME funds as follows:

Year	CDBG	Year	HOME
1975	\$ 529,000		
1976	\$ 529,000		
1977	\$ 529,000		
1978	\$ 736,000		
1979	\$ 788,000		
1980	\$ 839,000		
1981	\$ 805,000		
1982	\$ 696,000		
1983	\$ 766,000		
1984	\$ 726,000		
1985	\$ 723,000		
1986	\$ 612,000		
1987	\$ 615,000		
1988	\$ 585,000		
1989	\$ 608,000		
1990	\$ 578,000		
1991	\$ 660,000		
1992	\$ 704,000		
1993	\$ 1,021,000		
1994	\$ 1,111,000	1994	\$ 500,000
1995	\$ 1,148,000	1995	\$ 406,000
1996	\$ 1,121,000	1996	\$ 487,000
1997	\$ 1,106,000	1997	\$ 477,000
1998	\$ 1,068,000	1998	\$ 511,000
1999	\$ 1,074,000	1999	\$ 549,000
2000	\$ 1,075,000	2000	\$ 550,000
2001	\$ 1,125,000	2001	\$ 613,000
2002	\$ 1,101,000	2002	\$ 610,000
<u>TOTAL</u>	\$ 22,978,000	<u>TOTAL</u>	\$ 4,703,000

Attached is a summary of activities and projects that have been approved by the City and HUD. This summary reports on activities during the period August 1, 2001 through July 31, 2002.

Please feel free to ask questions about the program in general or specific activities. Every effort will be made to answers questions clearly.

If you want to apply for assistance or get more information about the CDBG/HOME programs, contact the Community Development Division of the Neighborhood Resources Department in 1 Riverfront Plaza, Level 1, Suite 110, or call (785) 832-3100.

Margene K. Swarts
Community Development Manager
Neighborhood Resources Department

ACTIVITIES AUGUST 1, 2001 THROUGH JULY 31, 2002

CDBG

1. Homeowner Comprehensive Rehabilitation Deferred and Installment Loans

This program provided housing rehabilitation assistance to low and moderate-income owners of residential properties on a city-wide basis. Until July 1984, however, the program had only provided assistance to low and moderate-income homeowners in target areas. Beginning with the 1997 program year, the department again began giving first priority to low and moderate-income homeowners in target areas. A total of \$108,213 was spent on the rehabilitation of 6 homes. Adoption of federal lead hazard reduction regulations continued to have an impact on the rehabilitation program during this program year.

Brook Creek	2	\$	24,876	East Lawrence	0	\$	0
North Lawrence	0	\$	0	Oread	0	\$	0
Pinckney	1	\$	28,039	At Large	3	\$	55,298

2. HOOT Comprehensive Rehabilitation Deferred Loans

This program provided housing rehabilitation assistance in conjunction with the HOOT (Homeowners Out of Tenants) First Time Homebuyer Program. Rehabilitation is provided with CDBG funds and down payment and closing costs are paid with HOME funds. A total of \$115,681 was spent on the rehabilitation of 15 homes for first time homebuyers.

Brook Creek	5	\$	41,574	East Lawrence	0	\$	0
North Lawrence	1	\$	6,785	Oread	0	\$	0
Pinckney	2	\$	28,563	At Large	7	\$	38,759

3. Emergency Loans

A total of 11 Emergency Loans were made this year to do minor fix-up and emergency repair - \$33,605.

Brook Creek	1	\$	1,000	East Lawrence	1	\$	2,750
North Lawrence	1	\$	2,470	Oread	0	\$	0
Pinckney	0	\$	0	At Large	8	\$	27,385

4. Energy-Efficiency Improvements - Furnaces

A total of 11 energy-efficient furnaces were installed this year - \$31,015.

Brook Creek	0	\$	0	East Lawrence	1	\$	4,100
North Lawrence	1	\$	2,470	Oread	0	\$	0
Pinckney	5	\$	9,812	At Large	4	\$	9,648

5. Housing Weatherization

A. Grants are available to eligible owner-occupants of one and two unit residential properties for attic insulation, storm windows, caulking, and weatherstripping. Forty-one (41) homes were weatherized this year - \$42,922.

Brook Creek	5	\$	6,249	East Lawrence	2	\$	2,567
North Lawrence	4	\$	5,696	Oread	0	\$	0
Pinckney	2	\$	1,019	At Large	28	\$	27,391

6. Accessibility Programs

A. Accessibility improvements were made to seven units through Independence, Inc. - \$19,667.

B. One first time homebuyer was helped through the HOYO (Home of Your Own) program to purchase a home - \$15,000.

7. Clearance and Demolition

Four (4) properties had dilapidated sheds or buildings and/or dangerous trees removed - \$3,642.

8. Property Acquisition

Earnest money was paid for the purchase of two properties that did not close during the program year - \$1,000.

9. Infrastructure Improvements

- A. Repairs were completed at the Hobbs Park Memorial structure - \$4,200.
- B. Playground equipment was installed at New York School - \$21,500.
- C. Dumpster screening was installed in Oread - \$175.
- D. Additional survey and design work was completed in Oread at 12th and Mississippi - \$5,087.
- E. Additional infrastructure was installed at Habitat #4 Addition - \$2,125.
- F. Water meters were installed at five units in the Habitat #4 Addition - \$8,930.

10. Miscellaneous Rehabilitation and Activities

- A. Electrical upgrade was completed at the Ballard Community Center, which houses a day care for children of low and moderate-income families and provides commodities and other supplies for local residents, approximately 3,243 clients - \$37,426.
- B. New roof, guttering, and downspouts were installed at the Boys and Girls Club, whose clientele number approximately 585 - \$10,780.
- C. Signage and play equipment was installed at the Brook Creek Learning Center, which houses a day care for 195 "at risk" children - \$1,050.
- D. Improvements were completed to all seven units for Community Living Opportunities - \$2,193.
- E. Heating and air conditioning upgrade was completed for Hannah's House, which housed 12 pregnant girls, aged 12-21, before closing during the program year - \$3,742. The planned property renovation was not completed.
- F. Architectural work for the Health Care Access Parking Lot Addition was completed - \$3,500.
- G. Architectural work for the Hearthstone Bathroom and Kitchen Renovation project was completed - \$10,186. Hearthstone housed 69 recovering alcoholics.
- H. Accessibility, guttering, and drainage improvements were made to the Pelathe Community Resource Center - \$6,415.

11. Public Service Agencies

- A. Operating expenses were provided to the Community Drop-In Center, which provided a part time day shelter for 249 clients - \$13,727.
- B. Douglas County AIDS Project - Housing assistance payments were made for 26 persons diagnosed with AIDS - \$8,000.
- C. Emergency Services Council - 492 low income individuals/families with housing needs were assisted with deposits or payment of utility bills - \$22,500.
- D. Salary was paid for a Vocational Counselor to counsel the 106 clients of First Step House, a facility which houses women recovering from substance abuse, and their children - \$8,192. A kitchen appliance upgrade was also completed - \$9,397.
- E. Hospice Care - Counseling and support was provided in 97 instances to families with terminally ill family members. Funds were used to pay the Volunteer Coordinator salary for the balance of the previous program year - \$500.
- F. Housing and Credit Counseling, Inc. provided education and mediation for 562 landlords and/or tenants - \$15,000.
- G. Housing Programs Director Salary was provided for Pelathe Community Resource Center Transitional Housing Program - \$3,000.
- H. Operating expenses were provided to Project Acceptance, which provided respite care and a day shelter for 408 chronically mentally ill adults - \$7,000.
- I. Operating expenses for the Salvation Army emergency shelter that was open October, 1999 through April, 2000 (167 persons) and the feeding program (7,437 persons) - \$22,108.
- J. Attendant and Respite Care services were provided to 216 clients by Trinity Respite Care Services - \$11,250.
- K. Women's Transitional Care Services - 255 persons received temporary assistance, shelter, support, and referral service. Funds were used to provide food and household supplies, utilities, and basic maintenance - \$8,816.

12. Neighborhood Association Support

The CDBG program funded the five target neighborhood associations for administrative functions, operating expenses, cleanups, and coordinators, as follows:

Brook Creek Neighborhood Assoc.	\$ 4,638
East Lawrence Improvement Assoc.	\$ 7,690
North Lawrence Improvement Assoc.	\$ 3,892
Oread Neighborhood Assoc.	\$11,407
Pinckney Neighborhood Assoc.	\$ 4,624

13. Administration, General Citizen Participation, and Fair Housing Activities

The CDBG administrative staff consists of one full time staff position, one three-fourths salary for one full time staff position, and half salaries for three full time staff positions. Total salaries and other administrative costs were \$215,697. Public hearings were held, educational articles, and legal and public notices were published during the past program year - \$6,363. Expenses for fair housing activities totaled \$1,926.

14. Program Delivery

Delivery of all CDBG rehabilitation and capital improvement projects is accomplished with two full time staff positions. Salaries and other direct service costs were \$180,646.

HOME

1. Lawrence Housing Authority – TBRA – 68 families were housed - \$132,654.
2. Lawrence Housing Authority – Administration - \$11,250.
3. Tenants to Homeowners, Inc. – CHDO Set-Aside – Property acquisition and rehabilitation - \$182,350.
4. Tenants to Homeowners, Inc. – Operating - \$26,838.
5. Homebuyer Assistance – Down payment and closing costs for 25 first time homebuyers in conjunction with the HOOT Program - \$410,714.

Brook Creek	10	\$	144,405	East Lawrence	0	\$	0
North Lawrence	3	\$	43,137	Oread	0	\$	0
Pinckney	1	\$	17,800	At Large	11	\$	205,372