

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

AUGUST 1, 2002 TO JULY 31, 2003

**PREPARED BY THE
NEIGHBORHOOD RESOURCES DEPARTMENT**



Step Up to Better Housing

CITY OF LAWRENCE ANNUAL PERFORMANCE REPORT
AUGUST 1, 2002 TO JULY 31, 2003
TABLE OF CONTENTS

Assessment of Three- to Five-Year Goals and Objectives	1
Emergency Housing	1
Transitional Housing	2
Permanent Housing	3
Revitalized Neighborhoods	5
Affirmatively Furthering Fair Housing.....	11
Affordable Housing.....	13
Continuum of Care Narrative.....	13
Leveraging Resources.....	15
Self-Evaluation	16
CDBG Requirements	16
Financial Summary Grantee Performance Report	19
HOME Requirements.....	22
HOME Match Summary	22
Form 40107, Contracts and Subcontracts with Minority Business Enterprises And Women's Business Enterprises.....	24
On-Site Inspections of Affordable Rental Housing Assisted Under HOME	27
Housing Opportunities for Persons With AIDS (HOPWA) Funds.....	27
Emergency Shelter Grant (ESG) Funds	27
Public Participation Requirements	27
Notice of Public Hearing	28
Public Hearing Citizen's Comments	29
Written Comments.....	32
Appendix One - Continuum of Care Diagram	33
Appendix Two - HOME Match Report	35
Appendix Three - Report on Activities and Performance	38

CITY OF LAWRENCE ANNUAL PERFORMANCE REPORT AUGUST 1, 2002 TO JULY 31, 2003

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 \$52,253 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	\$ 20,000	\$ 24,807	Operating Expenses	245
First Step House	\$ 5,000 \$ 9,500	\$ 5,000 \$ 9,011	Operating Expenses Facility Renovation	94
The Salvation Army	\$ 36,172 \$ **②	\$ 0① \$ 0③	Op. Expenses-Feeding Prgm. Site Preparation/Demolition	1,098
Women's Transitional Care Services (WTCS)	\$ 5,000 \$ 15,000	\$ 6,569 \$ 6,866	Operating Expenses Bathroom Renovation	209
Total	\$ 90,672	\$ 52,253		1,646
<p>* NOTE: Amount Budgeted does not always match the 2002 Investment Summary because some projects extend over more than one program year.</p> <p>** Previously budgeted.</p> <p>① Funds for the Operating and Feeding Program were expended during the 2002 program year, but were not reimbursed until the 2003 program year.</p> <p>② In the 2001 program year \$140,000 was budgeted.</p> <p>③ The project was not completed in either the 2001 or 2002 program year.</p>				

Seek private and public funds to strengthen Lawrence emergency shelters. **Actions:** The City applied for and received an Emergency Shelter Grant from the State. City staff also worked with the local Continuum of Care to prepare an application through the U.S. Department of Housing and Urban Development's 2003 Continuum of Care Supportive Housing (CoC SH) grant for implementation of a Homeless Management Information System (HMIS). Two overnight emergency shelters, one day drop-in shelter, one transitional housing program, and the housing authority were also assisted in preparing their applications for the CoC SH grant. Additionally, Neighborhood Resources staff shared grant opportunities they became aware of through grant search websites and newsletters with local housing, shelter, and service providers.

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 and Lawrence Open Shelter (LOS) on efforts to open a year-round, homeless shelter (see Table I, above). With assistance from the City's general fund, The Salvation Army was able to provide overnight shelter April through October. In previous years, The Salvation Army closed its shelter during these months. Additionally, with the cooperation of The Salvation Army staff and assistance of many volunteers, a

Warming Shelter was able to operate during the coldest months of 2002. The Warming Shelter provided 24/7 shelter from the harsh weather.

Lawrence Open Shelter secured a location for an overnight emergency shelter targeted at those individuals who are not able to stay at The Salvation Army due to their policy of not permitting intoxicated individuals into the shelter. During the 2002 program year LOS secured funding, including 2003 ESG funds, and began remodeling their shelter to meet building codes and ADA requirements. Plans are to open in the fall of 2003.

The Coalition of Homeless Concerns advocated for shelter expansion and organized efforts to open a summer day shelter to fill the gap left when Project Acceptance closed in mid-summer. The summer shelter opened in late July/early August, 2003.

TRANSITIONAL HOUSING

The Lawrence-Douglas County Housing Authority (LDCHA) operates a transitional housing program using HOME TBRA funds which serves approximately 100 families per year. Supportive services are provided by agencies that have entered into cooperative agreements with the LDCHA. Currently, the LDCHA has agreements with The Salvation Army's Project Able, Bert Nash's Community Support Services, Independence, Inc., Pelathe Community Resource Center, the State Department of Social and Rehabilitation Services (SRS), Community Works, and Community Living Opportunities. The Douglas County Health Department, DCCCA, and Cottonwood, Inc. work closely with the LDCHA to provide services to their clients, but have not yet entered into cooperative agreements. During the LDCHA's 2002 fiscal year (1/1/02 - 12/31/02) the Transitional Housing program served 67 homeless families through a combination of funding from City and State HOME TBRA grants.

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 and worked on the Continuum of Care for the City of Lawrence through the Practitioners Panel. The Panel continued to work in subcommittees addressing affordable housing, barriers to housing, and data collection issues. 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 \$149,000 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.

Secure more tenant based rental assistance. **Actions:** As noted above, the City budgeted \$164,000 in tenant based rental assistance and administration, administered by the Lawrence-Douglas County Housing Authority (LDCHA). The City invested \$100,212 in tenant based rental assistance, administered by LDCHA. Of this amount, \$96,462 went to rental units and \$3,750 to LDCHA administrative expenses. In 2002, this money provided housing for 67 families, of which 36 were homeless. The City also certified compliance with the Consolidated Plan to LDCHA for applications for additional tenant based rental assistance.

Encourage landlords to accept tenants who receive rental assistance. **Actions:** The LDCHA presents recruiting and technical assistance in program participation workshops for landlords as well as providing landlords with resources for better management of their rentals. During 2002 the LDCHA started a web site with information about program participation for landlords. The LDCHA has also implemented changes in federal regulations allowing landlords more flexibility in program participation. Some examples are, landlord can use their own lease documents, they can non-renew leases at the end of fixed terms and offer lease terms of less than 12 months. The LDCHA holds landlords harmless from loss of subsidy when tenants are being evicted for lease violations. The LDCHA screens all applicants against minimum renter suitability criteria.

PERMANENT HOUSING

Continue to invest funds in homebuyer assistance. **Actions:** The City invested \$371,056 in HOME funds in homebuyer assistance. These funds assisted 21 first-time homebuyers. The City additionally budgeted \$30,000 in the Home of Your Own (HOYO) program, which provides down payment, closing costs, and/or rehabilitation for disabled, first-time homebuyers. No HOYO funds were expended in the 2002 program year.

Consider supportive service needs for low-income elderly and persons with disabilities when investing available funds. **Actions:** The City spent a total of \$46,993 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	\$ 25,000 \$ 4,750	\$ 22,500 \$ 5,526	Furnace/AC Replacement Bathroom Renovation	43
Douglas County AIDS Project	\$ 4,000	\$ 4,000	Emergency Financial Assistance	29
Independence, Inc.	\$ 20,000	\$ 14,967	Accessibility Modifications	7
Total	\$ 53,750	\$ 46,993		79
*NOTE: Amount Budgeted does not always match the 2002 Investment Summary because some projects extend over more than one program year.				

Continue to invest funds in rehabilitation, weatherization and emergency loans. **Actions:** The City spent a total of \$236,926 on comprehensive housing rehabilitation for existing homeowners and \$120,762 on HOOT rehabilitation for 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 \$38,247 through a program administered by the City. The City expended \$23,410 on furnace loans, and \$61,491 on emergency loans (see *Table 4A*, page 5).

Encourage landlords to accept tenants with low, stable incomes and good rental histories.

Actions: In 2002 the LDCHA began a four-part training program for renters called the Renter Education Program. The curriculum came from a collaboration with Housing and Credit Counseling Inc. The course is provided free of charge for any LDCHA program participant. LDCHA continues to provide landlords with information on participating in rental assistance programs.

Landlords of Lawrence, Inc. encourages landlords to accept tenants with low, stable incomes and good rental histories. This organization promoted these beliefs and enhanced landlord education at their bi-annual Landlord Fair where 146 were in attendance on June 2, 2003.

REVITALIZED NEIGHBORHOODS

Promote neighborhood improvement. **Actions:**

Table 3 – Neighborhood Activities

Program	Amount Budgeted*	Amount Spent	Purpose	Number Served
Brook Creek Neighborhood	\$ 5,754	\$ 5,659	Operations / Coordinator / Cleanup	3,673
	\$ 19,500	\$ 19,700	Brook Creek Park Improvement	
East Lawrence Neighborhood	\$ 7,216	\$ 6,258	Operations / Coordinator / Cleanup	2,824
North Lawrence Neighborhood	\$ 5,558	\$ 4,323	Operations / Coordinator / Cleanup	2,547
Oread Neighborhood	\$ 10,153	\$ 8,617	Operations / Coordinator / Cleanup	6,265
	\$ **①	\$ 209①	Dumpster Repairs	
	\$29,500②	\$ 0②	12 th & Mississippi Steps	
Pinckney Neighborhood	\$ 7,184	\$ 5,538	Operations / Coordinator / Cleanup	3,626
	\$ 5,000	\$ 0	Clinton Park Restoration	
Habitat #4	\$ **	\$ 5,255③	Water Meter Installation	4
Total Neighborhood Public Service Activities (only non-shaded areas)	\$ 35,865	\$ 30,395		
Total Neighborhood Capital Improvement Activities (only shaded areas)	\$ 54,000	\$ 25,164		
Total Neighborhood Activities	\$ 89,865	\$ 55,559		18,939

* NOTE: Amount Budgeted does not always match the 2002 Investment Summary because some projects extend over more than one program year.

** Budgeted previously.

① In 2001 \$200 was budgeted for dumpster screening.

② The 2001 allocation of \$32,500 and 2002 allocation of \$29,500 were combined and the project will be completed in the 2003 program year. Cost estimates on this project came in much higher than expected.

③ Habitat #4 is a housing partnership between the City, Habitat for Humanity, and Tenants to Homeowners located at 17th and Atherton Court. \$15,000 was budgeted and \$8,930 was spent in 2001.

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

Improve existing housing stock. Actions:

Table 4A – Activities to Improve Existing Housing Stock

Program	Amount Budgeted*	Amount Spent	Purpose	Number Served
Comprehensive Housing Rehab	\$ 400,000	\$236,926①	Construction costs for no-interest comprehensive rehabilitation loans	10
HOOT Rehab	\$ 125,000	\$ 120,762	Construction costs for no-interest comprehensive rehabilitation loans	14
Weatherization	\$ 40,000	\$ 38,247	Grants for attic insulation, storm windows and weather-stripping of entry doors	34
Furnace Loans	\$ 30,000	\$ 23,410	No-interest loans up to \$5,000	10
Emergency Loans	\$ 30,000	\$ 61,491	No-interest loans up to \$5,000	19
Demolition and Clearance	\$ 20,000	\$ 2,435	Voluntary removal of unsafe structures and dangerous trees	2
Delivery of Programs	\$ 200,000	\$ 166,016	Salaries and program costs for the comprehensive housing rehab., emergency and furnace loans, etc.	NA
Tenants to Homeowners	\$ 105,500	\$174,793②	Property acquisition and rehabilitation (CHDO set-aside)	3
	\$ 30,500	\$ 26,672	Community Housing Development Organization (CHDO) Op. Expenses	NA
Independence, Inc.	\$ 20,000	\$ 14,967	Accessibility modifications in rental housing	7
Total	\$1,001,000	\$ 865,613		99
<p><i>*NOTE: Amount Budgeted does not always match the 2002 Investment Summary because some projects extend over more than one program year.</i></p> <p>① <i>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.</i></p> <p>② <i>TTH had \$90,056 that was budgeted, but not spent in the 2001 program year. This amount was encumbered for the 2002 program year.</i></p>				

Reduce lead-based paint hazards. Actions: The City ensured that all federally funded improvement programs for the existing housing stock used lead hazard reduction activities including evaluating lead hazard risk and using only lead free paint. Staff distributed *Protect Your Family from Lead in Your Home* pamphlets, published by the Environmental Protection Agency, to every program applicant. Of the 89 projects completed through Neighborhood Resources programs (comprehensive housing rehabilitation, HOOT rehabilitation, weatherization, furnace loans, emergency loans, and demolition and clearance) six were tested for lead and only two were subject to lead hazard reduction activities.

During the 2002 program year, Neighborhood Resources staff was also instrumental in developing the Kansas Lead-Based Paint PRE (Pre-Renovation Education rule) pilot program with the Kansas Department of Health & Environment.

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

Program	Amount Spent	Purpose	Number Served
Brook Creek Neighborhood	\$ 31,415	Comp Housing Rehab	1
	15,167	HOOT Rehab	1
	1,506	Emergency Loans	1
	4,322	Furnace Loans	1
	6,492	Weatherization	5
	2,435	Demolition and Clearance	2
	85,548	Homebuyer Assistance	4
East Lawrence Neighborhood	\$ 0	Comp Housing Rehab	0
	0	HOOT Rehab	0
	9,050	Emergency Loans	2
	1,616	Furnace Loans	1
	4,563	Weatherization	3
	0	Demolition and Clearance	0
	20,238	Homebuyer Assistance	1
North Lawrence Improvement	\$ 19,232	Comp Housing Rehab	1
	0	HOOT Rehab	0
	10,588	Emergency Loans	4
	5,838	Furnace Loans	2
	0	Weatherization	0
	0	Demolition and Clearance	0
	24,972	Homebuyer Assistance	1
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	\$ 0	Comp Housing Rehab	0
	22,840	HOOT Rehab	2
	3,541	Emergency Loans	2
	0	Furnace Loans	0
	2,564	Weatherization	3
	0	Demolition and Clearance	0
	48,318	Homebuyer Assistance	3
Neighborhoods At Large	\$ 186,279	Comp Housing Rehab	8
	82,754	HOOT Rehab	11
	36,805	Emergency Loans	10
	11,634	Furnace Loans	6
	24,629	Weatherization	23
	0	Demolition and Clearance	0
	191,979	Homebuyer Assistance	12
Total	\$ 854,325		110

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 assisted four at-large neighborhoods in establishing neighborhood associations and regularly attended meetings of the Lawrence Association of Neighborhoods improving communication between the City and the neighborhoods.

Improve mobile homes and mobile home parks. **Actions:** Neighborhood Resources provided emergency loans to two mobile home owners for \$2,966 in emergency repairs. The Codes Enforcement Division of Neighborhood Resources inspects individual mobile homes on a complaint basis and inspects mobile home parks every five years as their licenses are renewed. The mobile home park inspection entails a site plan inspection for verification on the number of lots, number of occupied lots, condition of road, utility infrastructure, and blight conditions. Fifteen of the sixteen lots in Lawrence applied to have their licenses renewed. Six inspections were completed and license renewal granted in 2002.

The Codes Enforcement Division additionally inspected individual mobile homes on a complaint basis. Thirty-four mobile homes were inspected during the 2002 program year. On average eight to ten violations were found. Inspections of six mobile homes were severe enough to warrant issuance of an order to vacate.

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 2002 program year, the Codes Enforcement Division received 111 housing complaints, with approximately four to six violations per complaint. Inspections were performed to investigate each of the dwellings in question for compliance with the 1997 Edition of the Uniform Housing Code as adopted by the City. Property owners are notified of deficiencies and required to make corrections.

Favor mixed-income development. **Actions:** No activities occurred toward this objective during program year 2002 with CDBG or HOME funds.

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 2002:

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. To date, Tenants to Homeowners has built ten homes and Habitat thirteen. During the 2002 program year, \$5,255 was expended on water meter installation in the Habitat #4 Addition.

Five properties were purchased during the 2002 program year for a total cost of \$139,340. Two properties were purchased in partnership with the local CHDO, Tenants to Homeowners, Inc., and three were purchased by the City and later provided to Tenants to Homeowners for development. All five properties will be accessible and available to low- to moderate-income first-time homebuyers, thus furthering affordable housing efforts in the community.

Three were provided to the local CHDO, Tenants to Homeowners, Inc., for the development of accessible low- to moderate-income first-time homebuyer housing.

Table 5 – Progress Toward Long-Term Goals

Goals	'94 to '99	'99 to 2004	10 Year Total	Progress 1994 to 2002	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
SPMI 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	157 units	0	63	63
Homebuyer Program	100	100	200	161 units	0	39	39
Rental Rehabilitation	25	25	50	2 units	23	25	48
Rental Assistance	125	125	250	HOME funds to LDCHA provided sufficient assistance for 255 families	0	0	0
Accessibility Modifications	60	83	143	65 units were modified through the Independence, Inc.	0	78	78
Additional Family Rental Units	75	75	150	Tax credits – 160 units	0	0	0
Total	670	792	1462	999	131	409	540

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 2002 City budget at \$299,464. In 2002, LHR/HRD investigated discrimination complaints and worked towards resolution thereof. Additionally, the LHR/HRD responded to approximately 15,500 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 now includes mediation which is a viable means to resolving issues of conflict. LHR/HRD also had three employees become Kansas Supreme Court Certified Mediators and in addition two became Kansas Supreme Court Certified Mediator Trainers. 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;
 - Twenty in-service training sessions for City employees, on the topics of diversity and the prevention of sexual harassment;
 - Four mediation training courses;
 - Martin Luther King Celebration & Langston Hughes Celebration;
 - Lawrence Alliance support ;
 - Landlords of Lawrence, Inc. Information Fair;
 - 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:*** The Human Relations Commission (HRC) is a nine member board that meets quarterly (February, May, August, and November). HRC 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 two service coordinators for elderly persons are 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 3; and *Support Public/Private Partnerships*, page 8). While no CDBG funds were expended during the 2002 program year on fair housing activities, funds were budgeted and will be expended in the 2003 program year. Additionally, Neighborhood Resources staff continued to support efforts of the Practitioners Panel and Housing Trust Fund in addressing affordable housing issues.
- *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 3; *Revitalized Neighborhoods*, page 4; and *Table 5 - Progress Toward Long-Term Goals*, page 9).

CDBG and HOME funds assisted a total of 177 low- and moderate-income households with affordable housing efforts in program year 2002. 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 HTF is used to assist affordable housing efforts. Housing Trust Fund Board members were appointed in the 2001 program year and began meeting to discuss potential projects and activities for future funding. During the 2002 program year, the Board sent out a request for proposals and subsequently awarded \$66,000 (interest from the fund) to six successful applicants. Currently, the Board is reviewing options for a permanent funding source for the HTF as well as determining the need for future HTF allocations.

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 wide array 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; *Table 6 - Continuum of Care Activities*, page 13, and *Appendix One, Continuum of Care Diagram*, page 33).

To address the needs of persons who need supportive housing, the City set aside \$164,000 of HOME money for TBRA with \$94,462 spent during program year 2002 on TBRA and \$3,750 spent on LDCHA Administration.

Table 6 – Continuum of Care Activities

Program	Amount Budgeted*	Amount Spent	Purpose	Number Served
Achievement Place for Boys	\$ 10,800	\$ 10,800	Interior Paint ①	89
Ballard Community Center	\$ 6,000	\$ 0	Classroom carpet	3387
	\$ **②	\$ 22,166	Electrical upgrade	
Bert Nash CMHC – 911 Ohio	\$ 5,000	\$ 5,000	Foundation repairs	5
Boys and Girls Club	\$ 3,500	\$ 0③	Fence installation	0
Brookcreek Learning Center	\$ 900	\$ 0	Edgewood playground renovation	124
	\$ 500	\$ 965	Mt. Hope playground equipment	
Community Drop-In Center	\$ 20,000	\$ 24,807	Operating expenses	245
Community Living Opportunities	\$ 25,000	\$ 22,500	Furnace/AC replacement	43
	\$ 4,750	\$ 5,526	Bathroom shower/tub/tile renovation	
Douglas County AIDS Project	\$ 4,000	\$ 4,000	Emergency financial assistance	29
East Heights Elementary PTO	\$ 26,000	\$ 19,428	Playground renovation	2824
Emergency Services Council	\$ 18,000	\$ 18,000	Housing assistance	289
First Step House	\$ 5,000	\$ 5,000	Operating expenses	94
	\$ 9,500	\$ 9,011	Facility renovation	
Health Care Access	\$ **④	\$ 17,967	Parking lot addition	2652
Hearthstone	\$ 16,300	\$ 0	Front porch renovation	48
	\$ ⑤	\$ 72,194	Kitchen & bathroom renovation	
Housing and Credit Counseling, Inc.	\$ 26,113	\$ 24,960	Tenant/landlord counseling and education	524
Independence, Inc.	\$ 20,000	\$ 14,967	Accessibility modifications	7
	\$ 30,000	\$ 0	Home of Your Own (HOYO)	0
Pelathe Community Resource Center	\$ 2,970	\$ 3,453	Center storage sheds / dumpster pad & screening	1686
Penn House	\$ 8,668	\$ 8,823	Ceiling & back door replacement	2824
Social Service League	\$ **⑥	\$ 29,422	Tuck Pointing/Window Refurbishing	2139
	\$ **⑦	\$ 10,830	Heating/Cooling System Upgrade	
The Salvation Army	\$ 36,172	\$ 0⑧	Operating expenses and feeding prgm.	1098
	\$ **⑨	\$ 0⑨	Site preparation/demolition	

Table 6 – Continuum of Care Activities {continued}

Program	Amount Budgeted*	Amount Spent	Purpose	Number Served
Trinity Respite Care	\$ 10,000	\$ 10,417	Attendant Care & Respite Care salaries	208
WTCS, Inc.	\$ 5,000	\$ 6,569	Operating expenses, food/household	209
	\$ 15,000	\$ 6,866	Facility bathroom renovation	
Total	\$ 309,173	\$ 353,671		18,524

*NOTE: Amount Budgeted does not always match the 2002 Investment Summary because some projects extend over more than one program year.

① Due to issues surrounding lead-based paint, it was determined that vinyl siding with window replacements would be a better option. The 2002 and 2003 allocations were combined to complete the job and the windows were replaced in 2002.

**Budgeted Previously.

② In the 2001 program year, \$22,210 was budgeted.

③ Fence was constructed outside the program guidelines effectively disqualifying Boys and Girls Club from their grant award.

④ In the 2001 program year, \$15,000 was budgeted.

⑤ Kitchen and bathroom renovations were budgeted in the 2001 program year for a total of \$24,000. Lead-based paint significantly increased the cost of the project and funds budgeted for the porch were used to complete the renovation.

⑥ In the 2001 program year, \$29,020 was budgeted for tuck pointing/window refurbishing.

⑦ In the 2000 program year, \$11,200 was budgeted for heating/cooling system upgrade.

⑧ Funds for the Operating and Feeding Program were expended during the 2002 program year, but were not reimbursed until the 2003 program year.

⑨ In the 2001 program year \$140,000 was budgeted. The project was not completed in either the 2001 or 2002 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 \$24,960 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 \$56,275. ESG funds were used by five agencies to provide facility rehabilitation, operations, essential services and homeless prevention.

The City of Lawrence funded a portion of the budget of six agencies (\$157,050), usually at 5 to 10% of the agency budget and in one instance, 30%. Thus, total City and CDBG funds devoted to nonprofit agencies leveraged the \$510,721 spending to nearly five million dollars.

HOME match requirements were satisfied through cash from non-federal sources, forgone fees, donated labor, and donated construction materials (see *Appendix Two – HOME Match Report*, page 35).

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 9, 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 2000 Census:

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

Neighborhood	Percent Low/Mod
Brook Creek	63%
East Lawrence	65%
North Lawrence	56%
Oread	78%
Pinckney	60%
Total City Population	49%

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, a Continuum of Care Supportive Housing application, and a Homeownership Support Services application;
- Bert Nash Community Mental Health Center, The Salvation Army, Community Drop-In Center, and Lawrence Open Shelter for supportive housing applications;
- Housing and Credit Counseling, Inc., for landlord/tenant mediation;
- The University of Kansas School of Architecture and Urban Design for a grant to establish a housing research and outreach center.

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 2002 program year were \$226,971.

Table 8 - Rehabilitation Programs

Program	Units Committed		Units Completed		Additional Information
Comprehensive Homeowner Rehabilitation Loans	13	\$267,362	10	\$236,926	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	21	\$371,056	21	\$371,056	No-interest loans forgiven up to 50% after seven years.
HOOT Comprehensive Rehabilitation	16	\$135,655	14	\$120,762	No-interest loans forgiven up to 50% after seven years.
Emergency Loans	19	\$ 61,491	19	\$ 61,491	No-interest loans up to \$5,000 with no payments until the recipient ceases to be the owner/occupant.
Furnace Loans	10	\$ 23,410	10	\$ 23,410	No-interest loans up to \$5,000 with no payments until the recipient ceases to be the owner/occupant.
Weatherization	34	\$ 38,247	34	\$ 38,247	Grants for attic insulation, storm windows and entry door weather-stripping.
Independence, Inc. (AHP)	7	\$ 30,000	7	\$ 14,967	Accessibility improvements to rental properties.
Total	120	\$ 927,221	115	\$ 866,859	

FINANCIAL SUMMARY GRANTEE PERFORMANCE REPORT

U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT
OFFICE OF COMMUNITY PLANNING AND DEVELOPMENT
INTEGRATED DISBURSEMENT AND INFORMATION SYSTEM
CDBG FINANCIAL SUMMARY FOR PROGRAM YEAR 2002
08-01-2002 TO 07-31-2003
LAWRENCE, KS

DATE: 09-05-03

TIME: 15:08

PAGE: 1

PART I: SUMMARY OF CDBG RESOURCES

01	UNEXPENDED CDBG FUNDS AT END OF PREVIOUS PROGRAM YEAR	929,333.87
02	ENTITLEMENT GRANT	1,101,000.00
03	SURPLUS URBAN RENEWAL	0.00
04	SECTION 108 GUARANTEED LOAN FUNDS	0.00
05	CURRENT YEAR PROGRAM INCOME	151,078.58
06	RETURNS	0.00
07	ADJUSTMENT TO COMPUTE TOTAL AVAILABLE	0.00
08	TOTAL AVAILABLE (SUM, LINES 01-07)	2,181,412.45

PART II: SUMMARY OF CDBG EXPENDITURES

09	DISBURSEMENTS OTHER THAN SECTION 108 REPAYMENTS AND PLANNING/ADMINISTRATION	1,197,854.69
10	ADJUSTMENT TO COMPUTE TOTAL AMOUNT SUBJECT TO LOW/MOD BENEFIT	0.00
11	AMOUNT SUBJECT TO LOW/MOD BENEFIT (LINE 09 + LINE 10)	1,197,854.69
12	DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION	235,478.47
13	DISBURSED IN IDIS FOR SECTION 108 REPAYMENTS	0.00
14	ADJUSTMENT TO COMPUTE TOTAL EXPENDITURES	0.00
15	TOTAL EXPENDITURES (SUM, LINES 11-14)	1,433,333.16
16	UNEXPENDED BALANCE (LINE 08 - LINE 15)	748,079.29

PART III: LOWMOD BENEFIT THIS REPORTING PERIOD

17	EXPENDED FOR LOW/MOD HOUSING IN SPECIAL AREAS	0.00
18	EXPENDED FOR LOW/MOD MULTI-UNIT HOUSING	0.00
19	DISBURSED FOR OTHER LOW/MOD ACTIVITIES	1,193,531.48
20	ADJUSTMENT TO COMPUTE TOTAL LOW/MOD CREDIT	0.00
21	TOTAL LOW/MOD CREDIT (SUM, LINES 17-20)	1,193,531.48
22	PERCENT LOW/MOD CREDIT (LINE 21/LINE 11)	99.64%

LOW/MOD BENEFIT FOR MULTI-YEAR CERTIFICATIONS

	PY2002	PY2002	PY2002
23	PROGRAM YEARS(PY) COVERED IN CERTIFICATION		
24	CUMULATIVE NET EXPENDITURES SUBJECT TO LOW/MOD BENEFIT CALCULATION	1,197,854.69	
25	CUMULATIVE EXPENDITURES BENEFITING LOW/MOD PERSONS	1,193,531.48	
26	PERCENT BENEFIT TO LOW/MOD PERSONS (LINE 25/LINE 24)	99.64%	

U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT
OFFICE OF COMMUNITY PLANNING AND DEVELOPMENT
INTEGRATED DISBURSEMENT AND INFORMATION SYSTEM
CDBG FINANCIAL SUMMARY FOR PROGRAM YEAR 2002
08-01-2002 TO 07-31-2003
LAWRENCE, KS

DATE: 10-29-03

TIME: 17:12

PAGE: 2

PART IV: PUBLIC SERVICE (PS) CAP CALCULATIONS

27	DISBURSED IN IDIS FOR PUBLIC SERVICES	131,855.06
28	PS UNLIQUIDATED OBLIGATIONS AT END OF CURRENT PROGRAM YEAR	46,462.00
29	PS UNLIQUIDATED OBLIGATIONS AT END OF PREVIOUS PROGRAM YEAR	18,941.00
30	ADJUSTMENT TO COMPUTE TOTAL PS OBLIGATIONS	0.00
31	TOTAL PS OBLIGATIONS (LINE 27 + LINE 28 - LINE 29 + LINE 30)	159,376.06
32	ENTITLEMENT GRANT	1,101,000.00
33	PRIOR YEAR PROGRAM INCOME	138,035.83
34	ADJUSTMENT TO COMPUTE TOTAL SUBJECT TO PS CAP	0.00
35	TOTAL SUBJECT TO PS CAP (SUM, LINES 32-34)	1,239,035.83
36	PERCENT FUNDS OBLIGATED FOR PS ACTIVITIES (LINE 31/LINE 35)	12.86%

PART V: PLANNING AND ADMINISTRATION (PA) CAP

37	DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION	235,478.47
38	PA UNLIQUIDATED OBLIGATIONS AT END OF CURRENT PROGRAM YEAR	3,000.00
39	PA UNLIQUIDATED OBLIGATIONS AT END OF PREVIOUS PROGRAM YEAR	0.00
40	ADJUSTMENT TO COMPUTE TOTAL PA OBLIGATIONS	0.00
41	TOTAL PA OBLIGATIONS (LINE 37 + LINE 38 - LINE 39 +LINE 40)	238,478.47
42	ENTITLEMENT GRANT	1,101,000.00
43	CURRENT YEAR PROGRAM INCOME	151,078.58
44	ADJUSTMENT TO COMPUTE TOTAL SUBJECT TO PA CAP	0.00
45	TOTAL SUBJECT TO PA CAP (SUM, LINES 42-44)	1,252,078.58
46	PERCENT FUNDS OBLIGATED FOR PA ACTIVITIES (LINE 41/LINE 45)	19.05%

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 2002, 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 (\$96,462) to 67 families with administrative expenses of \$3,750. Permanent housing spending was as follows:

- Tenants to Homeowners, Inc. CHDO set-aside of \$174,793. 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 \$26,672.
- Homebuyer Assistance for \$371,056, which helped purchase 21 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 Two - HOME Match Report, page 35*.

- \$3,135 – Cash, material, and labor donations to Tenants to Homeowners, Inc. (1832 Atherton Court).
- \$76,475 – Cash, material, and labor donations to Tenants to Homeowners, Inc. (1718 Atherton Court) as well as foregone dumpster fees.
- \$2,041 – Cash, material, and labor donations to Tenants to Homeowners, Inc. (1621 Cadet) as well as waived building permit fees.
- \$3,111 -- Material and labor donations to Tenants to Homeowners, Inc. (1522 Lindenwood) as well as waived building permit fees.
- \$3,111 -- Material and labor donations to Tenants to Homeowners, Inc. (1538 Harper) as well as waived building permit fees.
- \$3,111 -- Material and labor donations to Tenants to Homeowners, Inc. (1529 Harper) as well as waived building permit fees.
- \$10,000 – Cash donation to Tenants to Homeowners, Inc. (1301 Delaware).
- \$574 – Material donation to Tenants to Homeowners, Inc. (1404 E. 15th).
- \$10,000 – Cash donation to Tenants to Homeowners, Inc. (1410 E. 15th).
- \$189,086 – Cash donations to Habitat for Humanity.
- \$6,425 – In-kind donations to Habitat for Humanity.
- \$14,000 – Sweat equity on four houses built by Habitat for Humanity.
- \$84,000 – Donated labor on four separate Habitat for Humanity houses.
- \$349 – Waived building permit fee for Hobbs House Memorial (1004 Delaware).
- \$591 – Waived building permit fee to Tenants to Homeowners, Inc. (1828 Atherton Court).
- \$900 – Waived rental license fees for Tenants to Homeowners, Inc. for 2001 and 2002.

On May 14, 2003 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 August 1, 2003 through July 31, 2005. 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**

Annual Performance Report HOME Program

U.S. Department of Housing
and Urban Development
Office of Community Planning
and Development

OMB Approval No. 2506-0171
(exp. 03/31/2005)

Public reporting burden for this collection of information is estimated to average 2.5 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. This agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless that collection displays a valid OMB control number.

The HOME statute imposes a significant number of data collection and reporting requirements. This includes information on assisted properties, on the owners or tenants of the properties, and on other programmatic areas. The information will be used: 1) to assist HOME participants in managing their programs; 2) to track performance of participants in meeting fund commitment and expenditure deadlines; 3) to permit HUD to determine whether each participant meets the HOME statutory income targeting and affordability requirements; and 4) to permit HUD to determine compliance with other statutory and regulatory program requirements. This data collection is authorized under Title II of the Cranston-Gonzalez National Affordable Housing Act or related authorities. Access to Federal grant funds is contingent on the reporting of certain project-specific data elements. Records of information collected will be maintained by the recipients of the assistance. Information on activities and expenditures of grant funds is public information and is generally available for disclosure. Recipients are responsible for ensuring confidentiality when public disclosure is not required.

This form is intended to collect numeric data to be aggregated nationally as a complement to data collected through the Cash and Management Information (C/M) System. Participants should enter the reporting period in the first block. The reporting period is October 1 to September 30. Instructions are included for each section if further explanation is needed.

Submit this form on or before December 31.	This report is for period (mm/dd/yyyy)		Date Submitted (mm/dd/yyyy)
Send one copy to the appropriate HUD Field Office and one copy to: HOME Program, Rm 7176, 451 7th Street, S.W., Washington D.C. 20410	Starting 08/01/02	Ending 07/31/03	10/31/03

Part I Participant Identification

1. Participant Number M-02-MC-20-0205	2. Participant Name City of Lawrence, KS		
3. Name of Person completing this report Margene K. Swarts		4. Phone Number (Include Area Code) 785-832-3117	
5. Address P.O. Box 708, 6 E. 6th Street	6. City Lawrence	7. State KS	8. Zip Code 66044

Part II Program Income

Enter the following program income amounts for the reporting period: in block 1, enter the balance on hand at the beginning; in block 2, enter the amount generated; in block 3, enter the amount expended; and in block 4, enter the amount for Tenant-Based rental Assistance.

1. Balance on hand at Beginning of Reporting Period	2. Amount received during Reporting Period	3. Total amount expended during Reporting Period	4. Amount expended for Tenant-Based Rental Assistance	5. Balance on hand at end of Reporting Period (1 + 2 - 3) = 5
0	34,209.78	34,209.78	0	0

Part III Minority Business Enterprises (MBE) and Women Business Enterprises (WBE)

In the table below, indicate the number and dollar value of contracts for HOME projects completed during the reporting period.

	a. Total	Minority Business Enterprises (MBE)				f. White Non-Hispanic
		b. Alaskan Native or American Indian	c. Asian or Pacific Islander	d. Black Non-Hispanic	e. Hispanic	
A. Contracts						
1. Number	0					
2. Dollar Amount	0					
B. Sub-Contracts						
1. Number	0					
2. Dollar Amount	0					
	a. Total	b. Women Business Enterprises (WBE)	c. Male			
C. Contracts						
1. Number	0					
2. Dollar Amount	0					
D. Sub-Contracts						
1. Number	0					
2. Dollar Amounts	0					

Part IV Minority Owners of Rental Property

In the table below, indicate the number of HOME assisted rental property owners and the total dollar amount of HOME funds in these rental properties assisted during the reporting period.

	a. Total	Minority Property Owners				f. White Non-Hispanic
		b. Alaskan Native or American Indian	c. Asian or Pacific Islander	d. Black Non-Hispanic	e. Hispanic	
1. Number	32 *					
2. Dollar Amount	70,219					

Part V Relocation and Real Property Acquisition

Indicate the number of persons displaced, the cost of relocation payments, the number of parcels acquired, and the cost of acquisition. The data provided should reflect only displacements and acquisitions occurring during the reporting period.

	a. Number	b. Cost				
1. Parcels Acquired	0	0				
2. Businesses Displaced	0	0				
3. Nonprofit Organizations Displaced	0	0				
4. Households Temporarily Relocated, not Displaced	0	0				
	a. Total	Minority Business Enterprises (MBE)				f. White Non-Hispanic
Households Displaced		b. Alaskan Native or American Indian	c. Asian or Pacific Islander	d. Black Non-Hispanic	e. Hispanic	
5. Households Displaced - Number	0					
6. Households Displaced - Cost	0					

* The Lawrence-Douglas County Housing Authority does not track specific data on minority property owners.

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 \$8,508 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
COMMUNITY 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 25, 2003**, 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, 2003. Copies of the performance report will be available for review on September 11, 2003, 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 25, 2003. 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, 2004 to July 31, 2005), 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 12, 2003
Published in the *Lawrence Journal World* on September 17, 2003

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 25, 2003

Norwood opened the Public Hearing at 6:30 p.m. and began with introductions of the Committee and Staff. Members present were Jeannette Collier, Gunter de Vries, James Dunn, Bob Ebey, Paula Gilchrist, Carrie Moore, Greg Moore, Terri Pippert, and Vern Norwood. Staff present was Jerry Allen, Cindy Nau, and Margene Swarts.

Norwood requested that persons making public comment step up to the podium, sign in, and limit their remarks to five minutes.

PUBLIC COMMENT

Hilda Enoch, Chair for the Coalition on Homeless Concerns, stated she wanted to address the needs of lower/moderate income individuals and the homeless. She stated there is not enough low income housing. Enoch stated she has been attending the NRAC meetings every year and nothing has changed. She stated that the agencies are not working together as a team to find a solution to the problem and she looked to the Committee as a knowledgeable team-member to make this happen.

Enoch stated that her first concern is about the number of homeless individuals turned away from the Salvation Army because of addiction problems or poor attendance, and the upcoming cold weather. Enoch stated that the Committee has the authority to force the agency requesting funding to work with the homeless as a team, otherwise, the agency will not receive funding. She stated that the community needs a shelter that allows any person to stay there, unless that person is causing problems.

Ebey asked Enoch about the Coalition of Homeless Concerns September 13, 2003 meeting discussion regarding the summer shelter at First Christian Church. He questioned if the reason shelter was not open was discovered. Enoch stated the person that was responsible for opening that day did not complete the task. There followed a brief discussion regarding the summer shelter not opening.

Ebey asked for the number of homeless individuals that Enoch is discussing. Enoch requested that number from Nau. Nau stated that the results of a one day survey showed 213 persons. Ebey questioned Enoch if she felt that the homeless have any responsibility to help themselves. Enoch stated she does not approve of enabling anyone to drink if they have a problem. Enoch noted that an individual would not be able to help themselves if they are on the street. Ebey asked the question again. Enoch stated that the homeless need care before they can stand on their own.

Chris Collins, homeless individual and at-large nominee to the Coalition on Homeless Concerns, stated he would like to respond to Ebey's question first. Collins advised that an estimated 40 to 60 percent of the homeless population do not want to or know how to apply themselves. Collins then stated that the overall work load for the case workers that assist individuals is substantial. Collins stated he would like to see assistance in finding qualified individuals to assist the homeless become self-sustaining persons.

Norwood asked for any further comments from the public.

Enoch stated she would like to address the Committee again. With committee approval, Norwood agreed. Enoch began a discussion on requiring agencies to combine efforts to assist individuals.

Norwood advised that the Committee is not able to dictate whom each agency works with. The Committee has a charge to consider the eligibility of requests and determine if they qualify.

Enoch stated that as long as the Committee funds individual agencies then none of the agencies will work together.

Norwood asked if there were any further comments from the public. There being no further public comment, Norwood closed the public hearing at 6:55 p.m.

WRITTEN COMMENTS

No written comments were received.

APPENDIX ONE – CONTINUUM OF CARE DIAGRAM

City of Lawrence Continuum of Care for Housing and Homelessness 2003

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. / Lawrence Open Shelter / 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 / 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 / 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 / Lawrence Open Shelter / 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 / 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 TWO – HOME MATCH REPORT

HOME Match Report

U.S. Department of Housing and Urban Development
Office of Community Planning and Development

OMB Approval No. 2501-0013 (exp. 11/30/2001)

Part I Participant Identification		Match Contributions for Federal Fiscal Year 2002	
1. Participant No. (assigned by HUD) M-02-MC-20-0205	2. Name of the Participating Jurisdiction City of Lawrence	3. Name of Contact (person completing this report) Margene K. Swarts	
5. Street Address of the Participating Jurisdiction 6 E. 6th, P.O. Box 708	7. State KSS	4. Contact's Phone No. (include area code) 785-832-3117	
6. City Lawrence	8. Zip Code 66044		

Part II Fiscal Year Summary

1. Excess match from prior Federal fiscal year	\$ 1,830,089	
2. Match contributed during current Federal fiscal year (see Part III.9.)	\$ 397,009	
3. Total match available for current Federal fiscal year (line 1 + line 2)		\$ 2,227,098
4. Match liability for current Federal fiscal year		\$ 0
5. Excess match carried over to next Federal fiscal year (line 3 minus line 4)		\$ 2,227,098

Part III Match Contribution for the Federal Fiscal Year

1. Project No. or Other ID	2. Date of Contribution	3. Cash (non-Federal sources)	4. Foregone Taxes, Fees, Charges	5. Appraised Land / Real Property	6. Required Infrastructure	7. Site Preparation, Construction Materials, Donated Labor	8. Bond Financing	9. Total Match
IDIS.1064	10/25/02-01/01/03	750				2,385		3,135
IDIS.1083	06/01/03-06/28/03	1,750	1,535			73,190		76,475
IDIS.1085	08/01/02-02/20/03	545				1,472		2,017
IDIS.1097	06/01/03		726			2,385		3,111
IDIS.1118	06/01/03		726			2,385		3,111
IDIS.1120	06/01/03		726			2,385		3,111
IDIS.1082	05/01/03	10,000						10,000
IDIS.335	08/02/03					574		574
IDIS.107	08/02/03					574		574
02.01.NON	08/01/02-07/31/03	32,368						32,368
								CONTINUED...

page 1 of 4 pages

form HUD-40107-A (12/94)

APPENDIX THREE – 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, 2002 THROUGH JULY 31, 2003**

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
2003	\$ 990,000	2003	\$ 716,448
<u>TOTAL</u>	\$ 23,968,000	<u>TOTAL</u>	\$ 5,419,448

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, 2002 through July 31, 2003.

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) 832-7700.

Margene K. Swarts
Community Development Manager
Neighborhood Resources Department

ACTIVITIES AUGUST 1, 2002 THROUGH JULY 31, 2003

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 \$236,926 was spent on the rehabilitation of 10 homes. Adoption of federal lead hazard reduction regulations continued to have an impact on the rehabilitation program during this program year.

Brook Creek	1	\$	31,415	East Lawrence	0	\$	0
North Lawrence	1	\$	19,232	Oread	0	\$	0
Pinckney	0	\$	0	At Large	8	\$	186,279

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 \$120,762 was spent on the rehabilitation of 14 homes for first time homebuyers.

Brook Creek	1	\$	15,167	East Lawrence	0	\$	0
North Lawrence	0	\$	0	Oread	0	\$	0
Pinckney	2	\$	22,840	At Large	11	\$	82,754

3. Emergency Loans

A total of 19 Emergency Loans were made this year to do minor fix-up and emergency repair - \$61,491.

Brook Creek	1	\$	1,506	East Lawrence	2	\$	9,050
North Lawrence	4	\$	10,588	Oread	0	\$	0
Pinckney	2	\$	3,541	At Large	10	\$	36,805

4. Energy-Efficiency Improvements - Furnaces

A total of 10 energy-efficient furnaces were installed this year - \$23,410.

Brook Creek	1	\$	4,322	East Lawrence	1	\$	1,616
North Lawrence	2	\$	5,838	Oread	0	\$	0
Pinckney	0	\$	0	At Large	6	\$	11,634

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. Thirty-four (34) homes were weatherized this year - \$38,247.

Brook Creek	5	\$	6,492	East Lawrence	3	\$	4,563
North Lawrence	0	\$	0	Oread	0	\$	0
Pinckney	3	\$	2,564	At Large	23	\$	24,629

6. Accessibility Programs

A. Accessibility improvements were made to seven units through Independence, Inc. - \$14,967.

7. Clearance and Demolition

Two (2) properties had dilapidated sheds or buildings and/or dangerous trees removed - \$2,435.

8. Property Acquisition

Five (5) properties were purchased during the program year - \$139,340.

9. Infrastructure Improvements
 - A. A new foot bridge was installed in Brook Creek Park - \$19,700.
 - B. Dumpster screening was installed in Oread - \$209.
 - C. Water meters were installed at four units in the Habitat #4 Addition - \$5,255.
 - D. Playground equipment was installed at the Brookcreek Learning Center Mt. Hope Ct. facility - \$965.
 - E. Playground equipment was installed at East Heights School - \$19,428.
 - F. Dumpster pad and screening and storage sheds were installed for the Pelathe Community Resource Center - \$3,453.
10. Miscellaneous Rehabilitation and Activities
 - A. Replacement windows were installed at the Boys Achievement Place, which houses adjudicated young men in a family style setting - \$10,800.
 - B. 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 3,387 clients - \$22,166.
 - C. Foundation repairs were completed at the Bert Nash CMHC 911 Ohio house - \$5,000.
 - D. Furnace/air conditioner replacement and bathtub shower/tub/tile renovation was completed for all seven units for Community Living Opportunities - \$28,026.
 - E. Facility renovation was completed on First Step House - \$9,011.
 - F. Additional parking was added for Health Care Access - \$17,967.
 - G. The kitchen and bathroom renovation project was completed for Hearthstone - \$72,194.
 - H. The ceiling and rear door was replaced at the Penn House – \$8,823.
 - I. Tuck pointing/window refurbishing and heating/cooling system upgrade was completed at the Social Service League - \$40,252.
 - J. Bathroom renovation began at WTCS - \$6,866.

11. Public Service Agencies

- A. Operating expenses were provided to the Community Drop-In Center, which provided a part time day shelter for 245 clients - \$24,807.
- B. Douglas County AIDS Project - Housing assistance payments were made for 29 persons diagnosed with AIDS - \$4,000.
- C. Emergency Services Council - 289 low income individuals/families with housing needs were assisted with deposits or payment of utility bills - \$18,000.
- D. Salary was paid for a Vocational Counselor to counsel the 94 clients of First Step House, a facility which houses women recovering from substance abuse, and their children - \$5,000.
- E. Housing and Credit Counseling, Inc. provided education and mediation for 524 landlords and/or tenants - \$24,960.
- G. Attendant and Respite Care services were provided to 208 clients by Trinity Respite Care Services - \$10,417.
- K. Women's Transitional Care Services - 209 persons received temporary assistance, shelter, support, and referral service. Funds were used to provide food and household supplies, utilities, and basic maintenance - \$6,569.

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.	\$ 5,659
East Lawrence Improvement Assoc.	\$ 6,258
North Lawrence Improvement Assoc.	\$ 4,323
Oread Neighborhood Assoc.	\$ 8,617
Pinckney Neighborhood Assoc.	\$ 5,538

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 \$226,971. Public hearings were held, educational articles, and legal and public notices were published during the past program year - \$8,508.

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 \$166,016.

HOME

1. Lawrence Housing Authority – TBRA – 67 families were housed - \$96,462.
2. Lawrence Housing Authority – Administration - \$3,750.
3. Tenants to Homeowners, Inc. – CHDO Set-Aside – Property acquisition and rehabilitation - \$174,793.
4. Tenants to Homeowners, Inc. – Operating - \$26,672.
5. Homebuyer Assistance – Down payment and closing costs for 22 first time homebuyers in conjunction with the HOOT Program - \$371,055.

Brook Creek	4	\$	85,548	East Lawrence	1	\$	20,238
North Lawrence	1	\$	24,972	Oread	0	\$	0
Pinckney	3	\$	48,318	At Large	12	\$	191,979