

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

AUGUST 1, 2004 TO JULY 31, 2005

**PREPARED BY THE
NEIGHBORHOOD RESOURCES DEPARTMENT**



Step Up to Better Housing

CITY OF LAWRENCE ANNUAL PERFORMANCE REPORT
AUGUST 1, 2004 TO JULY 31, 2005
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AUGUST 1, 2004 TO JULY 31, 2005**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 \$88,416 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	\$10,840 \$615	\$ 11,901	Operating Expenses Renovation - carpeting	2377
First Step House	\$ 5,000 \$ 10,000	\$ 5,000 \$ 10,000	Operating Expenses Facility Renovation	110
The Salvation Army	\$ 31,215	\$ 31,215	Op. Exp./Feeding Prgm. (2004)	1220
Women's Transitional Care Services (WTCS)	\$ 18,300	\$ 30,300	Fire Sprinklers	197
Total	\$ 75,970	\$ 88,416		3,904
*NOTE: Amount Budgeted does not always match the 2004 Investment Summary because some projects extend over more than one 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 of Kansas in the amount of \$56,961. 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 2005 Continuum of Care Supportive Housing (CoC SH) renewal grant for one overnight emergency shelter. The City of Lawrence awarded \$41,000 from its general fund to assist two emergency shelters with additional operating expenses related to 24/7 operations. 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:** In program year 2004, \$41,000 was expended on expansion efforts of existing shelters. In December of 2003 LOS opened the doors of their overnight emergency shelter and admitted those individuals not able to stay at The Salvation Army due to intoxication as well as other homeless persons. LOS has a capacity of 21.

In 2004, with assistance from the City's general fund, The Salvation Army was able to provide overnight, year-round shelter for the third consecutive year. Additionally, with the cooperation of the Lawrence Community Shelter (LCS), a 24/7 emergency shelter system was created. LCS is the product of a merger of the Community Drop-In Center and Lawrence Open Shelter, which was completed in February 2005. Neighborhood Resources staff supported these efforts with technical assistance as requested.

TRANSITIONAL HOUSING

The Lawrence-Douglas County Housing Authority (LDCHA) operates a transitional housing program using HOME TBRA funds which serves approximately 127 individuals 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, Lawrence Community Shelter, Full Citizenship 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 2004 fiscal year (1/1/04 - 12/31/04) the Transitional Housing program served 61 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 Housing 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-profit organizations.

*Consider transitional housing needs when investing available funds. **Actions:*** The City budgeted \$202,530 of HOME funds for tenant based rental assistance, which is limited by HOME rules to two years of assistance per family. An additional \$20,000 was budgeted for administration of tenant based rental assistance.

*Secure more tenant based rental assistance. **Actions:*** As noted above, the City budgeted \$222,530 in tenant based rental assistance and administration, administered by the Lawrence-Douglas County Housing Authority (LDCHA). The City invested \$304,109 in tenant based rental assistance, administered by LDCHA. Of this amount, \$284,109 went to rental units and \$20,000 to LDCHA administrative expenses. In 2004, this money provided housing for 61 families, of which 45 were previously 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 2004 the LDCHA maintained 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. Examples would be a landlord using his/her own lease documents; choosing not to renew leases at the end of fixed terms, and offering lease terms of less than 12 months. The LDCHA holds landlords harmless from loss of subsidy when tenants

are being evicted for lease violations in cases where the tenant is a participant in the LDCHA's Moving to Work Demonstration Program. The LDCHA screens all applicants against minimum renter suitability criteria.

PERMANENT HOUSING

Continue to invest funds in homebuyer assistance. **Actions:** The City invested \$467,701 in HOME funds in homebuyer assistance. These funds assisted 21 first-time homebuyers. The City additionally budgeted \$45,000 in the Home of Your Own (HOYO) program, which provides down payment, closing costs, and/or rehabilitation for disabled, first-time homebuyers. Of this amount, \$30,000 was expended in the 2004 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 \$30,733 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
Douglas County AIDS Project	\$ 4,000	\$ 4,000	Emergency Financial Assistance	26
Independence, Inc.	\$ 20,000	\$ 26,733	Accessibility Modifications	12
Total	\$ 24,000	\$ 30,733		38
*NOTE: Amount Budgeted does not always match the 2004 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 \$249,226 on comprehensive housing rehabilitation for existing homeowners and \$159,530 on HOOT rehabilitation for first-time homebuyers. Weatherization projects used a total of \$51,024 through a program administered by the City. The City expended \$6,218 on furnace loans, and \$17,628 on emergency loans (see Table 4A, page 7).

Encourage landlords to accept tenants with low, stable incomes and good rental histories. **Actions:** In 2004 the LDCHA continued a four-part training program for renters called the Renter Education Program. The curriculum was formed in collaboration with Housing and Credit Counseling Inc. The course is provided free of charge for any LDCHA housing applicant. LDCHA continues to provide landlords with information on participating in rental assistance programs. From the inception of this program to the present 314 have attended; 252 individuals have successfully completed it.

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 by sponsoring a community wide presentation by Alphonso L. Eason, Attorney-Advisor with the U.S. Department of Housing and Urban Development on June 27th, 2005. Mr. Eason's seminar addressed "Sexual Harassment" and "Assistance Animals" in the context of providing safe, decent, sanitary and fair rental housing.

The presentation topics were an in depth review and continuing education evolving from Mr. Eason's seminar presentation at the April Fair Housing Month Landlords' Seminar on April 22,

2005 in Lawrence. This seminar was sponsored by the Lawrence Human Relations/Human Resources Commission.

Revitalized Neighborhoods

Promote neighborhood improvement. Actions:

Table 3 – Neighborhood Activities

Program	Amount Budgeted*	Amount Spent	Purpose	Number Served
Brook Creek Neighborhood	\$ 6,050	\$ 6,149	Operations / Coordinator / Cleanup	3,673
East Lawrence Neighborhood	\$ 9,398	\$ 8,116	Operations / Coordinator / Cleanup	2,824
	\$ 6,885	\$ 6,885	Van Go Mobile Arts Bldg Acquisition	
North Lawrence Neighborhood	\$ 4,300	\$ 3,493	Operations / Coordinator / Cleanup	2,547
	\$ 3,200	\$ 0	400/500 Block Walnut – Tubes & Ditches	
Oread Neighborhood	\$ 10,793	\$ 9,789	Operations / Coordinator / Cleanup	6,265
	\$ 200	\$ 0	Dumpster Pad Screening Repair	
Pinckney Neighborhood	8,354	\$ 8,482	Operations / Coordinator / Cleanup	3,626
Total Neighborhood Public Service Activities (only non-shaded areas)	\$ 38,895	\$ 36,029		
Total Neighborhood Capital Improvement Activities (only shaded areas)	\$ 10,285	\$ 6,885		
Total Neighborhood Activities	\$ 49,180	\$ 42,914		18,935
* NOTE: Amount Budgeted does not always match the 2004 Investment Summary because some projects extend over more than one program year.				

Improve existing housing stock. Actions:

Table 4A – Activities to Improve Existing Housing Stock

Program	Amount Budgeted*	\$	Amount Spent	Purpose	Number Served
Comprehensive Housing Rehab	\$ 225,000	\$	249,226	Construction costs for no-interest comprehensive rehabilitation loans	11
Delivery of Programs	\$ 150,000	\$	153,668	Salaries and program costs for the comprehensive housing rehab., emergency and furnace loans, etc.	NA
HOOT Rehab	\$ 125,000	\$	159,530	Construction costs for no-interest comprehensive rehabilitation loans	19
Weatherization	\$ 35,000	\$	51,024	Grants for attic insulation, storm windows and weather-stripping of entry doors	45
Furnace Loans	\$ 20,000	\$	6,218	No-interest loans up to \$5,000	4
Emergency Loans	\$ 25,000	\$	17,628	No-interest loans up to \$5,000	7
Demolition and Clearance	\$ 5,000	\$	4,310	Voluntary removal of unsafe structures and dangerous trees	2
Tenants to Homeowners	\$ 184,397	\$	76,562	Property acquisition and rehabilitation (CHDO set-aside)	6
	\$ 36,000	\$	35,852	Community Housing Development Organization (CHDO) Op. Expenses	NA
Independence, Inc.	\$ 20,000	\$	26,733	Accessibility modifications in rental housing	12
Total	\$825,397	\$	780,751		106
*NOTE: Amount Budgeted does not always match the 2004 Investment Summary because some projects extend over more than one program year.					

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 88 projects completed through Neighborhood Resources programs (comprehensive housing rehabilitation, HOOT rehabilitation, weatherization, furnace loans, emergency loans, and demolition and clearance) three were tested for lead. Of those three, two were subject to lead hazard reduction activities and one tested negative for lead content.

During the 2004 program year, staff attended the State of Kansas Lead Council Meetings held during the year.

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

Program	Amount Spent	Purpose	Number Served
Brook Creek Neighborhood	\$21,973	Comp Housing Rehab	1
	\$34,341	HOOT Rehab	4
		Emergency Loans	
	\$1,406	Furnace Loans	1
	\$2,233	Weatherization	2
		Demolition and Clearance	
East Lawrence Neighborhood	\$49,839	Homebuyer Assistance	2
		Comp Housing Rehab	
		HOOT Rehab	
	\$4,302	Emergency Loans	1
		Furnace Loans	
	\$5,123	Weatherization	3
North Lawrence Improvement		Demolition and Clearance	
	\$23,911	Homebuyer Assistance	1
	\$25,735	Comp Housing Rehab	2
	\$37,855	HOOT Rehab	7
	\$1,390	Emergency Loans	1
	\$1,705	Furnace Loans	1
Oread Neighborhood	\$3,268	Weatherization	4
	\$3,375	Demolition and Clearance	1
	\$111,959	Homebuyer Assistance	5
		Comp Housing Rehab	
		HOOT Rehab	
		Emergency Loans	
Pinckney Neighborhood		Furnace Loans	
		Weatherization	
		Demolition and Clearance	
		Homebuyer Assistance	
	\$25,907	Comp Housing Rehab	3
	\$6,272	HOOT Rehab	2
Neighborhoods At Large		Emergency Loans	
		Furnace Loans	
	\$86	Weatherization	1
		Demolition and Clearance	
	\$39,371	Homebuyer Assistance	3
	\$201,518	Comp Housing Rehab	8
Total	\$61,427	HOOT Rehab	5
	\$5,665	Emergency Loans	3
	\$3,107	Furnace Loans	2
	\$40,314	Weatherization	35
	\$935	Demolition and Clearance	1
	\$242,621	Homebuyer Assistance	10
Total	\$955,638		109

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 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 three mobile home owners for \$4,378 in emergency repairs. Additionally, NR provided one furnace loan to one mobile home owner for \$1,357 for new furnace installation. 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. During 2004, no parks applied for license renewals.

The Codes Enforcement Division additionally inspected individual mobile homes on a complaint basis. Five mobile homes were inspected during the 2004 program year. On average seven to eight violations were found. Inspections of four mobile homes were severe enough to warrant issuances of orders 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 2004 program year, the Codes Enforcement Division received 143 housing complaints, with approximately two to three 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 2004 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. Thirty-eight complaints were received and resolved during the 2004 program year.

Support public/private partnerships. Actions: Lawrence supported public/private partnerships in a number of ways in program year 2004:

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. To date, Tenants to Homeowners, Inc. has built 15 homes and Habitat 19.

One property was purchased during the 2004 program year for a total cost of \$21,000. It was purchased in partnership with the local non-profit, Habitat for Humanity.

Table 5 – Progress Toward Long-Term Goals

Goals	'94 to '99	'99 to 2004	10 Year Total	Progress 1994 to 2004	Remaining		
					5 yr	10 yr	Total
Elderly	100	100	200	70 tax credit units 25 LDCHA units	5	100	105
Frail Elderly	100	100	200		100	100	200
SPMI Units	10	20	30	39 LDCHA units total, plus 10 HOPE Building	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	178 units	0	42	42
Homebuyer Program	100	100	200	200 units	0	0	0
Rental Rehabilitation	25	25	50	2 units	23	25	48
Rental Assistance	125	125	250	HOME funds to LDCHA provided sufficient assistance for 307 families	0	0	0
Accessibility Modifications	60	83	143	88 units were modified through the Independence, Inc.	0	55	55
Additional Family Rental Units	75	75	150	Tax credits – 160 units	0	0	0
Total	670	792	1462	1135	130	326	456

AFFIRMATIVELY FURTHERING FAIR HOUSING

Lawrence is in the top third of most integrated cities in the country according to *CensusScope's* Dissimilarity Indices, which calculates the average racial composition of neighborhoods experienced by members of each racial group. Lawrence scored a 23.3 and ranked 30th out of 318 metropolitan areas calculated. Lawrence continues to avoid systemic impediments to fair housing choice. In order to maintain this high performance, the Analysis of Impediments to Fair Housing, updated in July of 2004, set twelve 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 2004 City budget at \$301,070. In 2004, LHR/HRD investigated discrimination complaints and worked towards resolution thereof. Additionally, the LHR/HRD responded to approximately 20,274 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. Approximately forty 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 has three employees that are Kansas Supreme Court Certified Mediators. Two are also 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;
 - Three (3) day Mediation training;
 - EOL Update Seminar;
 - Employee Job Seminar;
 - Martin Luther King Celebration;
 - Lawrence Alliance meetings of support ;
 - Landlords of Lawrence, Inc. contact and information disseminated;
 - 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 and will continue to support fair housing choice through community education activities. **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 funds a Resident Services Program consisting of a staff of seven. 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 5; and *Support Public/Private Partnerships*, page 10). During the 2004 program year, \$2,674 was spent on fair housing activities. Additionally, Neighborhood Resources staff continued to support the efforts of the Housing 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.
- *Neighborhood Resources will provide support to agencies attempting to better the affordable housing issues in Lawrence. **Actions:*** Neighborhood Resources staffs the Housing Trust Fund (HTF) board, which was formed to develop policies and procedures for the use of the trust fund and identify housing sponsors, providers of affordable housing, or other appropriate entities as prospective applicants. The HTF board is also responsible for awarding funds and locating a permanent funding source. Additionally, the Housing Practitioners Panel has a subcommittee that focuses on affordability and availability of housing.
- *Neighborhood Resources will provide support to agencies assisting the homeless. **Actions:*** In addition to setting-aside CDBG funds to support agencies that assist the homeless,

Neighborhood Resources staff is the lead entity for the Continuum of Care. Exhibit 1 of the Continuum of Care Supportive Housing application is prepared by Neighborhood Resources staff. Additionally, the Task Force on Homeless Services and Housing Practitioners Panel is staffed by Neighborhood Resources. Technical assistance is also provided to related agencies by Neighborhood Resources staff.

- *The City and Lawrence Chamber of Commerce Economic Development staffs will continue to draw employment opportunities with wages substantial enough to support a family's housing needs. **Actions:*** In 2003, the City adopted a wage floor ordinance, which requires companies receiving tax abatement to pay a minimum salary (at 130% of the U.S. Department of Health and Human Services poverty guidelines). The ordinance also takes into consideration the cost of an individual's health insurance. The Chamber of Commerce Economic Development staff continued to search for opportunities to bring employers to Lawrence and reduce barriers.
- *Neighborhood Resources will continue to support efforts for revitalized neighborhoods. **Actions:*** In addition to providing CDBG funding for the operating costs, coordinator salaries, and special projects of target neighborhoods, Neighborhood Resources staff provides technical assistance to neighborhoods. Revitalization is also promoted through the assistance of the Neighborhood Programs Specialist who assists Neighborhood Associations with communicating needs to City departments, informing citizens about events/news of city departments, and providing information as requested.
- *Bert Nash Community Mental Health Center will continue to develop affordable housing options for persons with severe and persistent mental illness. **Actions:*** Bert Nash CMHC staff are working to develop relationships with landlords in the community, educate them about persons with mental illness and provided support to both landlord and clients to ensure the rental relationship is beneficial to both tenant and landlord. Staff uses these relationships to encourage landlords to reduce or waive the application fees that create hardships for tenants looking for rentals. Educating landlords and ensuring their relationships with Bert Nash CMHC clients are satisfactory is the best tool towards developing affordable housing for persons with severe and persistent mental illness.
- *Educational opportunities for low- to moderate-income and homeless persons will continue to be offered through various agencies throughout Lawrence. **Actions:*** The Salvation Army-Project Able program provides budget assistance, job readiness training (typing, computer, resume, interviewing, and job referrals), and life skills training (housekeeping, STDs, and personal self-worth). Lawrence Workforce Center provides assistance with completing applications, preparing resumes, interviewing, and access to equipment necessary to complete these tasks. Independence, Inc. has educational opportunities to educate disabled individuals with independent living skills (cooking, cleaning & social skills), computer skills, and vocational training. Lawrence-Douglas County Housing Authority provides education on being a good tenant/neighbor and budgeting. Women's Transitional Care Services provides education on domestic violence. Cottonwood provides life skills education. First Step House and Hearthstone both provide drug/alcohol education and budgeting classes. Haskell Indian Health Center provides education on drugs and alcohol, mental health, and nutrition. Hospice of Douglas County provides grief and death education. Housing and Credit Counseling, Inc. provided

tenant/landlord mediation and classes on budgeting and financial responsibility. Pelathe Community Resource Center provides training on computer skills and budgeting. GaDuGi SafeCenter provides victim survival education. SRS provides independent living skills, budgeting and financial responsibility education.

The AI indicates that Lawrence avoids 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 3; *Transitional Housing*, page 4; *Permanent Housing*, page 5; *Revitalized Neighborhoods*, page 6; and *Table 5 - Progress Toward Long-Term Goals*, page 10).

CDBG and HOME funds assisted a total of 208 low- and moderate-income households with affordable housing efforts in program year 2004. All families that received tenant based rental assistance were low-income.

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.

OTHER ACTIONS

As noted in the Consolidated Plan, the City focuses CDBG and HOME resources on housing and housing services. This focus allows Lawrence public services to be more effective by increasing the availability of affordable housing for families in poverty. The advisory groups designated in the Citizen Participation Plan help the City coordinate with services to reduce poverty.

In 2004 the City continued to support the *Step Up to Better Housing* strategy to assist families in getting out of poverty through the provision of affordable housing. Actions taken are detailed under *Emergency Housing*, page 3, *Transitional Housing*, page 4, *Permanent Housing*, page 5, *Revitalized Neighborhoods*, page 6, and *Affordable Housing*, page 14.

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 3; *Transitional Housing*, page 4; *Table 6 - Continuum of Care Activities*, page 15, and *Appendix One, Continuum of Care Diagram*, page 31).

To address the needs of persons who need supportive housing, the City set aside \$222,530 of HOME money for TBRA with \$284,109 spent during program year 2004 on TBRA and \$20,000 spent on LDCHA Administration.

Table 6 – Continuum of Care Activities

Program	Amount Budgeted	Amount Spent	Purpose	Number Served
Ballard Community Center	\$5,838		Renovation - Kitchen	1080
Community Drop-In Center	\$10,840	\$10,840	Operating Expenses	2377
	\$615	\$1,061	Renovation – Carpeting	
Community Living Opportunities, Inc.	\$22,104	\$16,578	Bath/Shower Surfaces	16
Douglas County AIDS Project	\$4,000	\$4,000	Emergency Financial Assistance	26
Emergency Services Council	\$18,000	\$18,000	Emergency Rent and Utility	265
First Step House	\$5,000	\$5,000	Operating Expenses	110
	\$10,000	\$10,000	Facility Renovation	
Housing & Credit Counseling	\$24,000	\$25,085	Tenant/Landlord Counseling and Education	463
Independence, Inc.	\$20,000	\$26,733	Accessible Housing Program (AHP)	12
The Salvation Army	\$31,215	\$31,215	Operating Expenses and Feeding	1220
Trinity Respite Care	\$5,000	\$5,000	Attendant Care Salaries	361
	\$5,000	\$5,000	Respite Care Salaries	
Women's Transitional Care Services	\$18,300	\$30,300	Fire Sprinklers	197

The City used CDBG funds for the Emergency Services Council for eviction and utility shut-off prevention. Housing and Credit Counseling, Inc. received \$25,085 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 3.

LEVERAGING RESOURCES

The City received an Emergency Shelter Grant (ESG) from the State of Kansas for \$59,218. ESG funds were used by six agencies to provide facility rehabilitation, operations, essential services and homeless prevention.

The City of Lawrence funded a portion of the budget of four agencies (\$47,317) that also receive CDBG funding, usually at 1 to 4% of the agency budget and in one instance, 21%. Additionally, the City of Lawrence funded a portion of the budget of five non-profit agencies (\$142,761) that did not receive CDBG funding in program year 2004, but who serve low- to moderate-income or homeless individuals and families. Thus, total City and CDBG funds devoted to nonprofit agencies leveraged the \$369,990 spending to nearly two 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 33).

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 10, 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 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. 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	66%
North Lawrence	56%
Oread	78%
Pinckney	61%
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 a Resident Opportunities in Self-Sufficiency (ROSS) application.
- The Salvation Army, Community Drop-In Center, Pelathe Community Resource Center, and Lawrence Open Shelter for Continuum of Care Supportive Housing applications;
- Housing and Credit Counseling, Inc., for landlord/tenant mediation;

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/HOME administrative staff consists of two full time staff positions and two half-time positions. Salaries and other administrative costs for the 2004 program year were \$233,195 (\$177,376 for CDBG and \$55,819 for HOME).

Table 8 - Rehabilitation Programs

Program	Units Committed		Units Completed		Additional Information
Comprehensive Homeowner Rehabilitation Loans	8	\$215,062	11	\$249,226	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	18	\$409,955	21	\$467,701	No-interest loans forgiven up to 50% after seven years.
HOOT Comprehensive Rehabilitation	18	\$167,028	19	\$159,530	No-interest loans forgiven up to 50% after seven years.
Emergency Loans	6	\$ 13,660	7	\$ 17,628	No-interest loans up to \$5,000 with no payments until the recipient ceases to be the owner/occupant.
Furnace Loans	1	\$ 1,357	4	\$ 6,218	No-interest loans up to \$5,000 with no payments until the recipient ceases to be the owner/occupant.
Weatherization	45	\$ 51,024	45	\$ 51,024	Grants for attic insulation, storm windows and entry door weather-stripping.
Independence, Inc. (AHP)	11	\$ 20,000	12	\$ 26,733	Accessibility improvements to rental properties.
Total	107	\$ 878,086	119	\$ 978,060	

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 2004
08-01-2004 TO 07-31-2005
LAWRENCE, KS

DATE: 08-31-05
TIME: 16:47
PAGE: 1

PART I: SUMMARY OF CDBG RESOURCES

01	UNEXPENDED CDBG FUNDS AT END OF PREVIOUS PROGRAM YEAR	309,779.51
02	ENTITLEMENT GRANT	963,000.00
03	SURPLUS URBAN RENEWAL	0.00
04	SECTION 108 GUARANTEED LOAN FUNDS	0.00
05	CURRENT YEAR PROGRAM INCOME	284,023.09
06	RETURNS	0.00
07	ADJUSTMENT TO COMPUTE TOTAL AVAILABLE	-175,291.99
08	TOTAL AVAILABLE (SUM, LINES 01-07)	1,381,510.61

PART II: SUMMARY OF CDBG EXPENDITURES

09	DISBURSEMENTS OTHER THAN SECTION 108 REPAYMENTS AND PLANNING/ADMINISTRATION	891,792.22
10	ADJUSTMENT TO COMPUTE TOTAL AMOUNT SUBJECT TO LOW/MOD BENEFIT	0.00
11	AMOUNT SUBJECT TO LOW/MOD BENEFIT (LINE 09 + LINE 10)	891,792.22
12	DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION	187,434.36
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)	1,079,226.58
16	UNEXPENDED BALANCE (LINE 08 - LINE 15)	302,284.03

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	891,792.22
20	ADJUSTMENT TO COMPUTE TOTAL LOW/MOD CREDIT	0.00
21	TOTAL LOW/MOD CREDIT (SUM, LINES 17-20)	891,792.22
22	PERCENT LOW/MOD CREDIT (LINE 21/LINE 11)	100.00%

LOW/MOD BENEFIT FOR MULTI-YEAR CERTIFICATIONS

	PY2004	PY2004	PY2004
23	PROGRAM YEARS(PY) COVERED IN CERTIFICATION		
24	CUMULATIVE NET EXPENDITURES SUBJECT TO LOW/MOD BENEFIT CALCULATION	891,792.22	
25	CUMULATIVE EXPENDITURES BENEFITING LOW/MOD PERSONS	891,792.22	
26	PERCENT BENEFIT TO LOW/MOD PERSONS (LINE 25/LINE 24)	100.00%	

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 2004
 08-01-2004 TO 07-31-2005
 LAWRENCE, KS

DATE: 08-31-05
 TIME: 16:47
 PAGE: 2

PART IV: PUBLIC SERVICE (PS) CAP CALCULATIONS

27	DISBURSED IN IDIS FOR PUBLIC SERVICES	144,479.52
28	PS UNLIQUIDATED OBLIGATIONS AT END OF CURRENT PROGRAM YEAR	7,396.00
29	PS UNLIQUIDATED OBLIGATIONS AT END OF PREVIOUS PROGRAM YEAR	13,220.00
30	ADJUSTMENT TO COMPUTE TOTAL PS OBLIGATIONS	0.00
31	TOTAL PS OBLIGATIONS (LINE 27 + LINE 28 - LINE 29 + LINE 30)	138,722.52
32	ENTITLEMENT GRANT	963,000.00
33	PRIOR YEAR PROGRAM INCOME	138,695.58
34	ADJUSTMENT TO COMPUTE TOTAL SUBJECT TO PS CAP	155,689.29
35	TOTAL SUBJECT TO PS CAP (SUM, LINES 32-34)	1,257,384.87
36	PERCENT FUNDS OBLIGATED FOR PS ACTIVITIES (LINE 31/LINE 35)	11.03%

PART V: PLANNING AND ADMINISTRATION (PA) CAP

37	DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION	187,434.36
38	PA UNLIQUIDATED OBLIGATIONS AT END OF CURRENT PROGRAM YEAR	0.00
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)	187,434.36
42	ENTITLEMENT GRANT	963,000.00
43	CURRENT YEAR PROGRAM INCOME	284,023.09
44	ADJUSTMENT TO COMPUTE TOTAL SUBJECT TO PA CAP	-175,291.99
45	TOTAL SUBJECT TO PA CAP (SUM, LINES 42-44)	1,071,731.10
46	PERCENT FUNDS OBLIGATED FOR PA ACTIVITIES (LINE 41/LINE 45)	17.49%

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 2004, 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 (\$284,109) to 61 families with administrative expenses of \$20,000. Permanent housing spending was as follows:

- Tenants to Homeowners, Inc. Community Housing Development Organization (CHDO) set-aside of \$76,562. HUD requires at least 15% of HOME funds go to a non-profit CHDO.
- Tenants to Homeowners, Inc. Operating Expenses of \$35,852.
- Homebuyer Assistance for \$467,701, 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 with \$357,527 from a variety of sources as listed below. Also, see *Appendix Two - HOME Match Report, page 33*.

- \$12,455 – Material donations to Tenants to Homeowners, Inc.
- \$11,427 – Labor donations to Tenants to Homeowners, Inc. (Brookcreek Rentals).
- \$11,086 – Cash, material, and labor donations to Tenants to Homeowners, Inc. (805 Locust).
- \$272,580 – Cash donations to Habitat for Humanity.
- \$12,555 – In-kind donations of materials to Habitat for Humanity.
- \$4,927 – Sweat equity on 2.3 houses built by Habitat for Humanity.
- \$27,600 – Donated labor on 2.3 separate Habitat for Humanity houses.
- \$3,233 – Waived building permit fees for Habitat for Humanity.
- \$5,616 – Waived building and mechanical permit fees for Tenants to Homeowners

The City has received a 100% reduction of match liability for Fiscal Years 2003 through 2006 as a result of the declaration of a major disaster for Douglas County, Kansas, pursuant to the Robert T. Stafford Disaster Relief and Emergency Assistance Act. This designation is due to the May 2003 tornado and the January 2005 ice storm in Douglas County. The reduction in match will apply to all HOME funds expended by the City during the 2003 through 2006 Fiscal Years. 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. 05/31/2007)

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. 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	This report is for period (mm/dd/yyyy) Starting 08/01/04	Ending 07/31/05	Date Submitted (mm/dd/yyyy) 10/31/05
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Part I Participant Identification

1. Participant Number M-03-MC20-0205	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 1 Riverfront Plaza, Level 1, Suite 110 / P.O. Box 708	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 0	2. Amount received during Reporting Period 40,131.38	3. Total amount expended during Reporting Period 40,131.38	4. Amount expended for Tenant-Based Rental Assistance 0	5. Balance on hand at end of Reporting Period (1 + 2 - 3) = 5 0
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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	0					
2. Dollar Amount	\$ 0					

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						
Households Displaced	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	
5. Households Displaced - Number	0					
6. Households Displaced - Cost	0					

ON-SITE INSPECTIONS OF AFFORDABLE RENTAL HOUSING ASSISTED UNDER HOME

The City has no HOME assisted rental properties.

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 \$7,385 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 8, 2005**, at **6:00 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, 2005. Copies of the performance report will be available for review on September 2, 2005, 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 10, 2005. 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, 2006 to July 31, 2007), 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.

Published in the *Lawrence Journal World* on August 31, 2005

PUBLIC HEARING CITIZEN'S COMMENTS

NO PUBLIC COMMENT

WRITTEN COMMENTS

No Written Comment

APPENDIX ONE – CONTINUUM OF CARE DIAGRAM

City of Lawrence Continuum of Care for Housing and Homelessness 2004

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 /
Lawrence Community
Shelter

GAP: All but two of the
shelters serves special
populations. Specialized
shelters do not have the
resources to serve all their
potential clients.

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 / GaDuGi SafeCenter /
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 /
Lawrence-Douglas County
Housing Auth. TBRA / LDCHA
Hope Building / 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.

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. 2506-0171
(exp. 05/31/2007)

Part I Participant Identification			Match Contributions for Federal Fiscal Year (yyyy) 2004	
1. Participant No. (assigned by HUD) M-03-MC-20-0205		2. Name of the Participating Jurisdiction City of Lawrence, KS		3. Name of Contact (person completing this report) Margene K. Swarts
5. Street Address of the Participating Jurisdiction 1 Riverfront Plaza, Level 1, Suite 110 / P.O. Box 708			4. Contact's Phone Number (include area code) 785-832-3117	
6. City Lawrence	7. State KS	8. Zip Code 66044		

Part II Fiscal Year Summary

1. Excess match from prior Federal fiscal year	\$	2,820,882	
2. Match contributed during current Federal fiscal year (see Part III.9.)	\$	356,023.28	
3. Total match available for current Federal fiscal year (line 1 + line 2)			\$ 3,176,905.28
4. Match liability for current Federal fiscal year			\$ 0.00
5. Excess match carried over to next Federal fiscal year (line 3 minus line 4)			\$ 3,176,905.28

Part III Match Contribution for the Federal Fiscal Year

1. Project No. or Other ID	2. Date of Contribution (mm/dd/yyyy)	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
04.01	08/23/2004					500		
04.02	08/28/2004					90		
04.03	09/06/2004					255		
04.04	09/18/2004					450		
04.05	10/22/2004					1000		
04.06	11/03/2004	25						
04.07	11/04/2004					250		
04.08	11/11/2004					48.77		
04.09	11/30/2004	50						
04.10	12/06/2004					1002.15		
04.11	12/21/2004	100						

Name of the Participating Jurisdiction City of Lawrence, KS								Federal Fiscal Year (yyyy) 2004
1. Project No. or Other ID	2. Date of Contribution (mm/dd/yyyy)	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
04.12	12/06/2005	60						
04.13	02/04/2005		450					
04.14	02/06/2005	500						
04.15	02/25/2005					588		
04.16	02/26/2005					528.15		
04.17	03/01/2005					500		
04.18	03/16/2005					2000		
04.19	04/01/2005					28		
04.20	04/01/2005					150		
04.21	04/04/2005					7199.10		
04.22	04/05/2005	3000						
04.23	04/06/2005					1356		
04.24	05/03/2005					3633		
04.25	05/17/2005	1000						
04.26	05/19/2005					150		
04.27	06/01/2005	951						
04.28	06/23/2005	5400						
04.29	06/28/2005					3153.86		
04.30	07/12/2005					500		
04.31	07/13/2005					500		

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, 2004 THROUGH JULY 31, 2005**

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
2004	\$ 963,000	2004	\$ 770,171
2005	\$ 911,227		\$ 684,842
<u>TOTAL</u>	\$ 25,842,227	<u>TOTAL</u>	\$ 6,874,461

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, 2004 through July 31, 2005.

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, 2004 THROUGH JULY 31, 2005

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 \$249,226 was spent on the rehabilitation of 11 homes for the purpose of creating decent housing with improved/new sustainability. Adoption of federal lead hazard reduction regulations continued to have an impact on the rehabilitation program during this program year.

Brook Creek	1	\$	21,973	East Lawrence	0	\$	0
North Lawrence	2	\$	25,735	Oread	0	\$	0
Pinckney	0	\$	0	At Large	8	\$	201,518

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 \$159,530 was spent on the rehabilitation of 19 homes for the purpose of creating decent housing with improved/new affordability.

Brook Creek	4	\$	34,341	East Lawrence	0	\$	0
North Lawrence	7	\$	37,855	Oread	0	\$	0
Pinckney	3	\$	25,907	At Large	5	\$	61,427

3. Emergency Loans

This program provides homeowners with interest free loans to do minor fix-up and emergency repairs. A total of \$17,628 was spent on loans for 7 households for the purpose of creating decent housing with improved/new sustainability.

Brook Creek	0	\$	0	East Lawrence	1	\$	4,302
North Lawrence	1	\$	1,390	Oread	0	\$	0
Pinckney	2	\$	6,272	At Large	3	\$	5,665

4. Energy-Efficiency Improvements - Furnaces

A total of \$6,218 was spent on 4 energy-efficient furnaces for the purpose of enhancing a suitable living environment through improved/new affordability.

Brook Creek	1	\$	1,406	East Lawrence	1	\$	3,800
North Lawrence	1	\$	1,705	Oread	0	\$	0
Pinckney	0	\$	0	At Large	2	\$	3,107

5. Housing Weatherization

This program offers grants to eligible owner-occupants of one and two unit residential properties for attic insulation, storm windows, caulking, and weatherstripping. A total of \$51,024 was spent weatherizing 45 homes for the purpose of enhancing a suitable living environment through improved/new affordability.

Brook Creek	2	\$	2,233	East Lawrence	3	\$	5,123
North Lawrence	4	\$	3,268	Oread	0	\$	0
Pinckney	1	\$	86	At Large	35	\$	40,314

6. Accessibility Programs –

A. A total of \$26,733 was spent on accessibility improvements to 12 units through Independence, Inc. for the purpose of enhancing a suitable living environment through improved/new accessibility.

7. Clearance and Demolition

A total of \$4,310 was spent on 2 properties for the removal of dilapidated sheds, buildings, and/or dangerous trees for the purpose of enhancing a suitable living environment through improved/new sustainability.

8. Property Acquisition

One property was purchased during the program year - \$21,000 – for the purpose of creating decent housing with improved/new affordability.

9. Infrastructure Improvements - N/A
10. Park or Landscaping Improvements
 - A. Hobbs Park Memorial Renovation in East Lawrence - \$3,186 – for the purpose of enhancing a suitable living environment through improved/new accessibility.
 - B. Clinton Park restoration in Pinckney - \$7,475 – for the purpose of enhancing a suitable living environment through improved/new accessibility.
11. Miscellaneous Rehabilitation and Activities
 - A. Community Drop-In Center rehabilitation - \$1,061.
 - B. Community Living Opportunities facility renovations - \$16,578.
 - C. Facility renovation was completed on First Step House - \$10,000.
 - D. Sprinkler installation was completed at WTCS - \$30,300.
 - E. Ceiling repair at Hearthstone - \$7,800.
12. Public Service Agencies
 - A. Operating expenses were provided to the Community Drop-In Center, which provided a part time and full time shelter for 2377 clients - \$10,840.
 - B. Douglas County AIDS Project - Housing assistance payments were made for 26 persons diagnosed with AIDS - \$4,000.
 - C. Emergency Services Council - 265 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 110 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 463 landlords and/or tenants - \$25,085.
 - F. Attendant and Respite Care services were provided to 361 clients by Trinity Respite Care Services - \$10,000.

- G. The Salvation Army - 1220 persons received temporary assistance, shelter, support, and referral service- \$31,215.

13. 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.	\$ 6,149
East Lawrence Improvement Assoc.	\$ 8,116
North Lawrence Improvement Assoc.	\$ 3,493
Oread Neighborhood Assoc.	\$ 9,789
Pinckney Neighborhood Assoc.	\$ 8,482

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

The CDBG administrative staff consists of two full time staff positions and two half salaries for two full-time staff positions. Total salaries and other administrative costs for CDBG were \$177,376. Public hearings were held, educational articles, and legal and public notices were published during the past program year - \$7,385. Activities to affirmatively further fair housing were conducted - \$2,674.

15. 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 \$153,668.

HOME

1. Lawrence Housing Authority – TBRA – 61 families were housed - \$284,109.
2. Lawrence Housing Authority – Administration - \$20,000.
3. Tenants to Homeowners, Inc. – CHDO Set-Aside – Property acquisition and rehabilitation - \$76,562.
4. Tenants to Homeowners, Inc. – Home of Your Own (HOYO) – Accessibility modifications to two units - \$30,000.
5. Tenants to Homeowners, Inc. – Operating - \$35,852.
6. Habitat for Humanity – Land Acquisition - \$21,000.
7. Homebuyer Assistance – Down payment and closing costs for 21 first time homebuyers in conjunction with the HOOT Program - \$467,701.

Brook Creek	2	\$	49,839	East Lawrence	1	\$	23,911
North Lawrence	5	\$	111,959	Oread	0	\$	0
Pinckney	3	\$	39,371	At Large	10	\$	242,621

8. The HOME administrative staff consists of one full time staff position. Total salaries and other administrative costs for HOME were \$55,819.