



Second Program Year CAPER

The CPMP Second Consolidated Annual Performance and Evaluation Report includes Narrative Responses to CAPER questions that CDBG, HOME, HOPWA, and ESG grantees must respond to each year in order to be compliant with the Consolidated Planning Regulations. The Executive Summary narratives are optional.

The grantee must submit an updated Financial Summary Report (PR26).

GENERAL

Executive Summary

Program Year 2 CAPER Executive Summary response:

This Consolidated Annual Performance and Evaluation Report (CAPER) provides an explanation for the use of federal funds granted to the City of Lawrence by the U.S. Department of Housing and Urban Development (HUD) under the Community Development Block Grant (CDBG) and Home Investment Partnerships (HOME) programs. This CAPER covers the period beginning August 1, 2009 through July 31, 2010. Programs and activities described in this plan primarily benefited low and moderate-income residents of the City of Lawrence, neighborhoods with high concentrations of low-income and moderate-income residents, and the city as a whole.

This report is the product of public outreach, public hearings, and consultation with over 50 agencies, groups, and organizations involved in the development of affordable housing, creation of job opportunities for low and moderate-income residents, and/or provision of services to children, elderly persons, persons with disabilities, persons with HIV/AIDS and their families, and homeless persons. A complete draft of this report has been made available for public review and comment for a 30-day period beginning September 15, 2010. The availability of both the draft report and the final report was advertised in the local newspaper and the complete document was available for review on the City's website www.lawrenceks.org/pds and in print form in the Development Services office of Planning and Development Services.

General Questions

1. Assessment of the one-year goals and objectives:

- a. Describe the accomplishments in attaining the goals and objectives for the reporting period.***
- b. Provide a breakdown of the CPD formula grant funds spent on grant activities for each goal and objective.***
- c. If applicable, explain why progress was not made towards meeting the goals and objectives.***

(The following document is used as the basis for funding decisions for the Community Development Advisory Committee. It is reaffirmed on a yearly basis prior to allocating funding for CDBG and HOME activities and projects. The strategy is in the process of updating for the 2011 Grant Year and will be open for public comment at the Public Hearing.)

Step Up to Better Housing

*Developed for the City Commission
and the Citizens of Lawrence
by the*

**Housing and Neighborhood Development
(HAND) Committee**

Practitioners Panel

and

**Community Development Block
Grant Review Board**

**Staffed by the Housing and Neighborhood Development
Department**

Emergency Housing

Temporary options for immediate, safe shelter for people who are homeless. Some shelters serve specific groups.

Needs

- Year-round, 24-hour emergency shelter with appropriate services.
- Emergency housing for families.
- A larger shelter for battered women and their children.
- Shelter with peer support for people with severe and persistent mental illness.

Strategies

- ✓ Consider emergency shelter needs when investing available funds.
- ✓ Seek private and public funds to strengthen Lawrence emergency shelters.
- ✓ Endorse expansion efforts of well-managed existing shelters.

Traditional Housing

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

Needs

- Short term housing units and services.
- Respite housing for people with mental illness.

Strategies

- ✓ Seek private and public funds to develop transitional housing in Lawrence.
- ✓ Consider transitional housing needs when investing available funds.
- ✓ Endorse efforts to develop transitional housing in Lawrence.
- ✓ Secure more tenant based rental assistance.
- ✓ Encourage landlords to accept tenants who receive rental assistance.

Community Groups

- ❖ United Way
- ❖ Service Providers
- ❖ Neighborhood Associations

Permanent Housing

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

Needs

- Low-income homebuyer and rental assistance.
- Programs to help sustain homeownership.
- Public and private policies that promote permanent housing for people with low income and people with disabilities.

Strategies

- ✓ Continue to invest funds for homebuyer assistance.
- ✓ Consider supportive service needs for low-income elderly and persons with disabilities when investing available funds.
- ✓ Continue to invest funds in rehabilitation, weatherization and emergency loans.
- ✓ Secure more tenant based rental assistance.
- ✓ Encourage landlords to accept tenants who receive rental assistance.
- ✓ Encourage landlords to accept tenants with low, stable incomes and good rental histories.

Revitalized Neighborhoods

- Continued revitalization in target neighborhoods.
- Continued environmental code enforcement.
- Education for homeowners and renters.

Strategies

- ✓ Promote neighborhood improvement.
- ✓ Improve existing housing stock.
- ✓ Encourage neighborhood associations.
- ✓ Define sidewalk fund procedures.
- ✓ Improve mobile homes and mobile home parks.
- ✓ Continue crime prevention.
- ✓ Insure that housing complies with the Uniform Housing Code.
- ✓ Favor mixed-income development.
- ✓ Meet American Disabilities Act and Fair Housing Act requirement.
- ✓ Support public/private partnerships.

Background

In August 1996, the four groups who advise the City on housing policy (Housing Advisory

Council, Community Development Block Grant (CDBG) Advisory Committee, Practitioners Panel, and Community Development Block Grant Review Board) met jointly with City staff to develop consensus goals and priority. The groups recommended that the City adopt goals and make spending decisions based on the theme of helping each citizen of Lawrence **Step up to Better Housing**. Four categories of needs emerged: emergency housing, transitional housing, permanent housing and revitalized neighborhoods.

The groups believed that all citizens would benefit from a coordinated approach to housing. The potential gains include enhanced property values, stronger, safer neighborhoods and economic development resulting from investment. In the interim, the four groups have become three, (Housing Advisory Council and CDBG Advisory Committee), and they still make recommendations within this framework. The Strategy, used to frame Lawrence housing policies, is reviewed each year by the City Commission and is included in the Annual Update of the Consolidated Plan.

Lawrence City Commission

Erv Hodges, Mayor
Jim Henry, Vice Mayor
David Dunfield
Marty Kennedy
Mike Rundle

Participating Groups

HAND Advisory Committee

The eleven member HAND AC develops and proposes HAND strategy and policy and reviews Housing Code and Environmental Code appeals. In addition, they make recommendations to the City Commission on the allocation of CDBG and HOME funds.

Practitioner's Panel

The twenty-seven member Panel shares information on housing programs, services and needs and makes recommendations to the HAND Advisory Committee for carrying out strategy.

Community Development Block Grant Review Board

The GRB reviews and acts on housing rehabilitation request, including hearing appeals. The GRB has seven members

Housing and Neighborhood Development Department Staff

Staff works closely with the above three advisory groups, both as members and as resources to the groups. For additional information, please call 832-3108 for information.

2009 Investment Summary

CDBG Public Services		Contingency	0
Brook Creek Neighborhood Association			
Operating and Coordinator Expenses	6,115	CDD Administration of CDBG	161,564
East Lawrence Neighborhood Association			
Operating and Coordinator Expenses	11,200	GRAND TOTAL CDBG	1,157,774
North Lawrence Improvement Association			
Operating and Coordinator Expenses	4,300	HOME	
Neighborhood Clean-up	1,800	Tenant Based Rental Assistance	299,421
Oread Neighborhood Association		LDCHA TBRA Administration	29,590
Operating and Coordinator Expenses	10,520	CHDO Set-Aside	104,385
Pinckney Neighborhood Association		CHDO Operating Expenses	34,795
Operating Expenses	2,734	First-Time Homebuyer Program	187,714
<i>Subtotal Target Neigh. Public Service \$36,669</i>		CDD Administration of HOME	40,000
		GRAND TOTAL HOME	695,905
The Ballard Community Center			
Emergency Services Council	7,829	FUNDING SOURCES:	
Douglas County AIDS Project			
Emergency Assistance Program	3,925	2009 CDBG Grant	807,774
Housing and Credit Counseling, Inc.		Projected Program Income	100,000
Tenant-Landlord Counseling & Education	25,000	Grant Reallocation	250,000
Lawrence Community Shelter, Inc		Total CDBG Grant Allocation	1,157,774
214 W. 10th Street			
Emergency Shelter Operations	36,500	2009 HOME Grant	695,905
The Salvation Army		Projected Program Income	0
946 New Hampshire		Total HOME Grant Allocation	695,905
Feeding Program	11,250		
<i>Subtotal Agency Public Service \$84,504</i>		Total CDBG Grant Allocation	1,157,774
Public Services Total	121,173	Total HOME Grant Allocation	695,905
		GRAND TOTAL, CDBG & HOME	1,853,679
CDBG Capital Improvements			
Community Development Division (CDD)			
Comprehensive Housing Rehabilitation	395,199		
LCLHT First Time Homebuyer Rehab	100,000		
Weatherization	40,000		
Furnace Loans & Emergency Loans	35,000		
<i>Subtotal CDD \$570,248</i>			
City of Lawrence Public Works Division			
Sidewalk Project	226,178		
<i>Subtotal Sidewalks PW \$226,178</i>			
Oread Neighborhood Association			
Water Meter Installation - Law. Comm. Garden	1,260		
<i>Subtotal Neighborhood Cap. Improvements \$1,260</i>			
Community Living Opportunities			
Group Home Roof Repair	36,000		
Independence, Inc			
Accessible Housing Program (AHP)	33,000		
Van Go Mobile Arts, Inc.			
Exterior Lighting for Facility	8,400		
<i>Subtotal Agency Capital Improvements \$77,400</i>			
Total Capital Improvements	875,037		

2. Describe the manner in which the recipient would change its program as a result of its experiences.

Assessment of Consolidated Plan Year 2 (2009) Goals and Objectives

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

1. Neighborhood Revitalization

Promote neighborhood improvement. **Actions:** The City of Lawrence provided funding to low-moderate income neighborhoods to assist with operations, coordinator, and neighborhood cleanup costs. There were also two capital improvement projects that were located in low-moderate areas as detailed below.

Table #1 - Neighborhood Activities

Program	Amount Budgeted*	Amount Spent	Purpose	Number Served
Brook Creek Neighborhood	\$6,114.92	\$6,114.92	Operations / Coordinator / Cleanup	4,941
East Lawrence Neighborhood	\$11,200.00	\$7,470.17	Operations / Coordinator / Cleanup	3,195
	\$8,400.00	\$8,400.00	Van Go Mobile Arts Parking Lot Lighting	
North Lawrence	\$6,100.00	\$5,682.40	Operations / Coordinator / Cleanup	2,157
Oread Neighborhood	\$10,520.00	\$4,411.07	Operations / Coordinator / Cleanup	4,749
	\$1,200.00	\$1,995.00	Water Meter Installation - Garden	
Pinckney Neighborhood	\$2,734.00	\$1,880.30	Operations / Coordinator / Cleanup	3,587
Total Neighborhood Public Service Activities (only non-shaded areas)	\$36,669.00	\$25,558.86		
Total Neighborhood Capital Improvement Activities (only shaded areas)	\$9,600.00	\$9,600.00		
Total Neighborhood Activities	\$46,269.00	\$35,158.86		18,629
* NOTE: Amount Budgeted does not always match the 2009 Investment Summary because some projects extend over more than one program year.				

2. Emergency Housing

Consider emergency shelter needs when investing available funds. **Actions:** The City spent a total of \$47,750 in CDBG funds to address emergency shelter needs.

Table #2 – Emergency Housing Activities

Program	Amount Budgeted*	Amount Spent	Purpose	Number Served
Lawrence Community Shelter	\$36,500.00	\$36,500	Operating Expenses & Feeding Program	486
The Salvation Army	\$11,250.00	\$5,840.10	Feeding Program	13,604
Total	\$47,750.00	\$42,340.10		14,090
<i>*NOTE: Amount Budgeted does not always match the 2009 Investment Summary because some projects extend over more than one program year.</i>				

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 \$63,550. In 2008 the City of Lawrence joined the Kansas Balance of State Continuum of Care. The City of Lawrence awarded \$60,000 from its General Fund and Special Alcohol Fund to assist two emergency shelters with additional operating expenses related to 24/7 operations. The City of Lawrence also provided a meeting space to the Community Cooperation Committee, a body that provides community outreach and mediation efforts in the field of homeless issues. Additionally, Community Development 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:** Lawrence Community Shelter is the only emergency shelter in the city of Lawrence, and was subsequently able to increase their capacity for winter shelter from 55 people to 76 people. The Salvation Army operated their emergency shelter through the 2008 program year until June of 2009. During program year 2009, community discussion continued to be centered around strategic planning for a new shelter.

The City, for the fourth year, allocated funding for Homeless Initiatives from its General Fund including \$164,000 for a homeless outreach team of four and \$20,000 for bus passes and work-related clothing and equipment to be dispersed by shelters and agencies serving the homeless.

3. Transitional Housing

The Lawrence-Douglas County Housing Authority (LDCHA) operates a transitional housing program using HOME TBRA funds which serves approximately 40 families, or 120 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 for Project Able, Bert Nash's Community Mental Health Center, Independence, Inc., the State of Kansas Department of Social and Rehabilitation Services (SRS), Catholic Charities, ECKAN, Lawrence Community Shelter, and Cottonwood. The Douglas County Health Department, DCCCA, ECKAN

and Cottonwood, Inc. work closely with the LDCHA to provide services to their clients. During the LDCHA's 2009 fiscal year (1/1/09 - 12/31/09) the Transitional Housing program served 40 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 with the balance of state Continuum of Care. The Housing Practitioners Panel, during 2007, voted to join the Kansas Statewide Continuum in order to access additional funding. 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 \$299,421 of HOME funds for tenant based rental assistance, which is limited by HOME rules to two years of assistance per family. An additional \$29,590 was budgeted for administration of tenant based rental assistance.

Secure more tenant based rental assistance. **Actions:** As noted above, the City budgeted \$329,011 in tenant based rental assistance and administration, administered by the Lawrence-Douglas County Housing Authority (LDCHA). The City invested \$235,015.00 in tenant based rental assistance, administered by LDCHA. Of this amount, \$212,552.00 went to rental units and \$22,463.00 to LDCHA administrative expenses. In 2009, this money provided housing for **40** families, of which all 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 2009 the LDCHA maintained a web site with information about program participation for landlords. LDCHA has remained committed to previously implemented changes in federal regulations that have allowed landlords more flexibility in Housing Authority programs. 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. In a partnership with LDCHA, the City of Lawrence co-sponsored an event providing information to landlords in Lawrence regarding the Section 8, TBRA, and HPRP programs.

4. Permanent Housing

Continue to invest funds in homebuyer assistance. **Actions:** The City budgeted \$187,714 in HOME funds for general homebuyer assistance and invested \$235,724.48 in homebuyer assistance. These funds assisted 10 first-time homebuyers.

To address the needs of persons who need supportive housing, the City set aside \$299,421 of HOME funds for TBRA with \$212,552.00 spent during program year 2009 on TBRA and \$22,463.00 on LDCHA administration.

Consider supportive service needs for low-income elderly and persons with disabilities when investing available funds. **Actions:** The City spent a total of \$44,616 in CDBG funds on permanent housing activities for low-income, elderly, and persons with disabilities.

Table #3 - Permanent Housing Activities for Low-Income Elderly and Persons with Disabilities

Program	Amount Budgeted *	Amount Spent	Purpose	Number Served
Independence, Inc.	\$ 33,000	\$44,616	Accessibility Modifications	12
Total	\$ 33,000	\$44,616		12
<i>*NOTE: Amount Budgeted does not always match the 2009 Investment Summary because some projects extend over more than one program year.</i>				

In relation to the four priorities that the funding allocations addressed, there were additional activities that were undertaken in line with the "Step Up to Better Housing" strategy that the Community Development Advisory Committee (CDAC) uses as its base for funding recommendations. These activities include those strategies for homeless needs, capital improvement projects, and activities to improve existing housing stock and promote home ownership.

5. Homeless Needs

In 2009, activities supported homeless prevention such as rent and utility assistance to avoid eviction and shutoff as well as landlord-tenant counseling. The further development of emergency transitional housing, as described in the Housing Vision, will result in fewer families being forced into shelters or onto the streets. The Douglas County AIDS Project offers emergency financial assistance to those clients with AIDS who are in crisis. The funding is designed to help those individuals gain and/or maintain stable, affordable, and suitable housing. Housing and Credit Counseling, Inc. works with tenants and landlords through counseling, support, education, and mediation to help secure adequate, safe, affordable, and equitable rental housing. Independence, Inc. assists renters with low-moderate income to make needed accessibility modifications in their housing. The Lawrence Community Shelter is now the sole operating homeless shelter in Lawrence, and the Salvation Army is working toward implementing their Transitional Housing program in program year 2010 as well. The TSA TH program will be able to serve four to five individuals or families annually. This amount was originally envisioned to be approximately 15 individuals or families based on the funding request from HUD, but the grant request was declined. The Salvation Army hopes that the program will be up and running in mid to late 2010 with other funding sources.

Table #4 - ACTIVITIES FOR HOMELESS NEEDS

Program	Amount Budgeted *	Amount Spent	Purpose	Number Served
Douglas County AIDS Project	\$3,925	\$3,925	Emergency Financial Assistance	20
Housing and Credit Counseling	\$25,000	\$19,975	Tenant/Landlord Counseling and Education	297
Independence, Inc.	\$33,000	\$44,616	Accessible Housing Program (AHP)	12
Lawrence Community Shelter	\$36,500	\$36,500	Emergency Shelter Operations	486
The Salvation Army	\$11,250	\$5,840	Emergency Shelter/Feeding Program	400
Emergency Services Council	\$7,827	\$7,693	Rent and Utility Payments to Prevent Eviction	159
TOTAL	\$117,502	\$118,549		1,374
<i>*NOTE: Amount Budgeted does not always match the 2009 Investment Summary because some projects extend over more than one program year.</i>				

6. Capital Improvement Projects

The City of Lawrence funded several projects in 2009 that provided capital improvements to low-moderate geographic areas or provided structural improvements to facilities that provided services to low-moderate income families. The City of Lawrence Public Works sidewalk project continued from the 2008 grant year and consisted of the construction of new sidewalks and removal and replacement of existing broken and unsafe sidewalks in designated low-moderate income areas of Lawrence. The sidewalks were constructed along the east side of Iowa Street from 23rd to 27th, south side of 23rd Street from Harper to Haskell, West 18th Street from Ohio to Vermont, and Vermont Street from Massachusetts to Montana. The project also included removal and replacement of the existing broken and unsafe sidewalks along East 13th Street from Connecticut to Haskell. Community Living Opportunities, an organization that assists adults and children with severe developmental disabilities achieve personally satisfying and fulfilling lifestyles, received funding to repair the roofs on three of their group homes in Lawrence. Van Go Mobile Arts is located in the East Lawrence neighborhood and received exterior lighting in the amount of \$8,400. The Oread Neighborhood also received funding for a water meter installation at the Lawrence Community Garden, which is a place that helps to build a sense of community and makes use of what would otherwise be a vacant lot to provide an urban green space and gardening for the neighborhood. Its goal is to provide an opportunity for the lower-income families in the neighborhood to put nutritious and less expensive food on their dinner tables. Independence Inc. utilized their funds for their Accessible Housing Program, assisting low-moderate

income families with disabilities make needed accessibility modifications in their rental housing. Lawrence Community Shelter was allocated \$24,950 for shelter renovations that included upgrading the sprinkler system. This allowed for an increase in occupancy during the winter months in conjunction with the closing of the Salvation Army's overnight shelter in 2009.

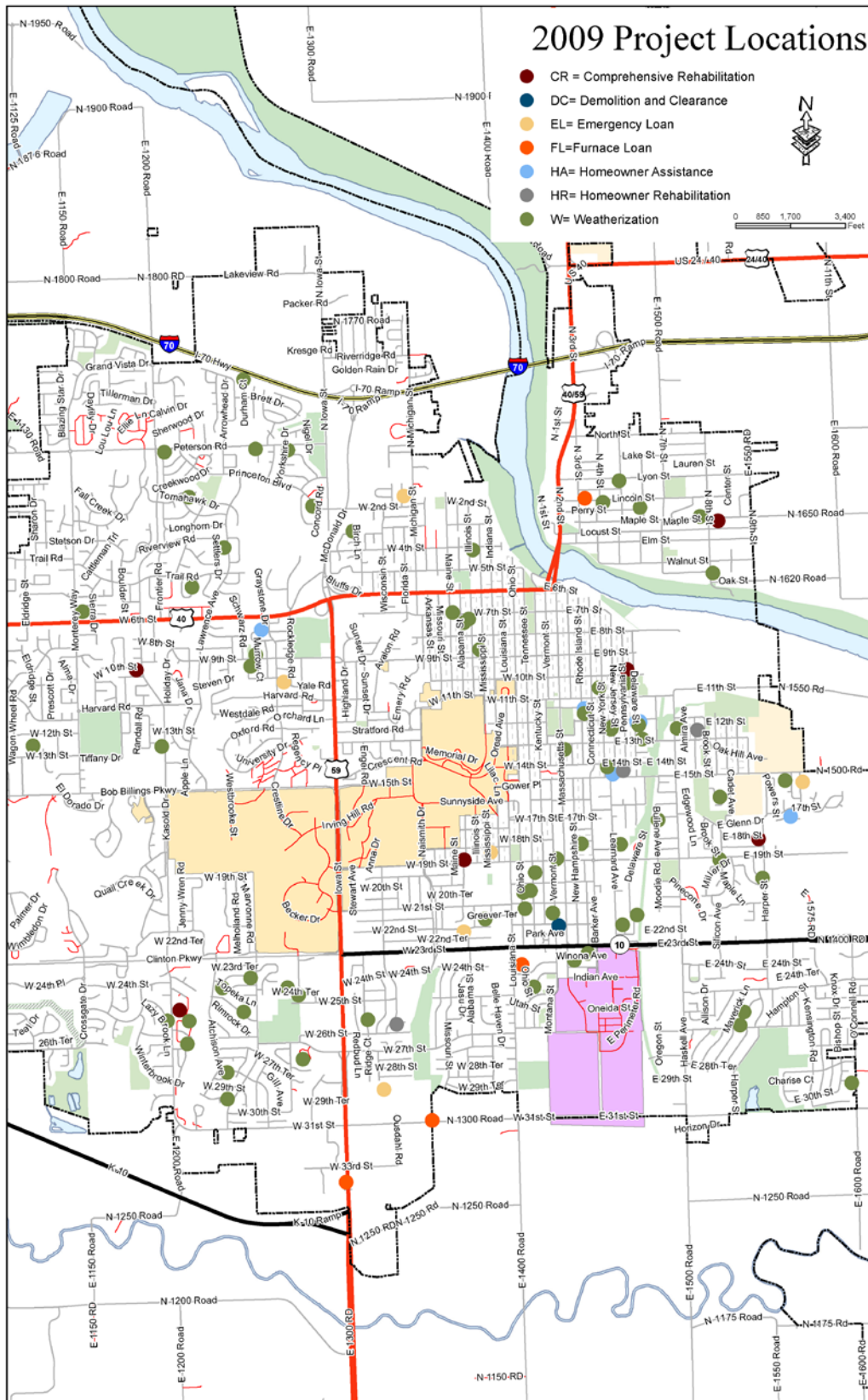
Table #5 - Capital Improvement Projects

Program	Amount Budgeted *	Amount Spent	Purpose	Number Served
City of Lawrence Public Works Dept.	\$226,178	\$63,373	Sidewalk Installation and Replacement – Various Locations	5778
Community Living Opportunities	\$36,000	\$32,760	Group Home Roof Replacement	16
Van Go Mobile Arts	\$8,400	\$8,400	Parking Lot Lighting	3195
Oread Neighborhood Assn.	\$1,260	\$1,995	Water Meter Installation - Community Garden	4749
Independence, Inc	\$33,000	\$44,616	Accessible Housing Program (AHP)	12
Tenants to Homeowners, Inc.	\$7,000	\$7,000	1120 Rhode Island Rehab	1
Lawrence Community Shelter	\$24,950	\$24,950	Shelter Renovations	76
TOTAL	\$336,788	\$183,094		13,827
<i>*NOTE: Amount Budgeted does not always match the 2009 Investment Summary because some projects extend over more than one program year.</i>				

7. Activities to Improve Existing Housing Stock and Promote Homeownership

The City spent a total of \$155,838.71 on comprehensive housing rehabilitation for existing homeowners. Weatherization projects used a total of \$89,287 through a program administered by the City. The City expended \$18,110 on furnace loans, and \$39,120.42 on emergency loans (see *Table 6*, page 12). Thirty one new applications on the two year wait list were reviewed and of those 21 were denied due to exceeding program limits, non-response, or exceeding income guidelines. Staff began accepting applications in December of 2009 and a new list has been established. Ten additional projects were completed by the end of the program year. Six furnace loans and 11 emergency loans completed in 2009.

Table #6 – A Activities to Improve Existing Housing Stock and Promote Homeownership						
Program	Amount Budgeted*	\$	Amount Spent	Purpose	Number Budgeted	Number Served
Comprehensive Housing Rehab	\$ 250,000	\$	155,838.71	Construction costs for no-interest comprehensive rehabilitation loans	10	10
Delivery of Programs	\$ 150,000	\$	149,965.13	Salaries and program costs for the comprehensive housing rehab., emergency and furnace loans, etc.	NA	NA
First-Time Homebuyer	\$ 187,814	\$	235,724.48	Down payment and closing cost assistance for first-time homebuyers	9	10
First-Time Homebuyer Rehab	\$ 100,000	\$	12,926.69	Construction costs for no-interest comprehensive rehabilitation loans	4	2
Independence, Inc.	\$ 30,000	\$	44,616.00	Accessibility Modifications in rental housing.	6	12
Weatherization	\$ 40,000	\$	89,287.00	Grants for attic insulation, storm windows and weather-stripping of entry doors	30	68
Furnace Loans	\$ 15,000	\$	18,110.00	No-interest loans up to \$5,000	5	6
Emergency Loans	\$ 20,000	\$	39,120.42	No-interest loans up to \$5,000	5	11
Tenants to Homeowners	\$ 100,000	\$	45,000	Property acquisition and rehabilitation (CHDO set-aside)	4	1
	\$ 31,306	\$	28,697.13	Community Housing Development Organization (CHDO) Op. Expenses	NA	NA
Tenants to Homeowners	\$ 7,000	\$	\$7,000	1120 Rhode Island Rehab	1	1
Voluntary Demolition and Clearance	\$ 800	\$	\$784		1	1
Total	\$ 931,920.00	\$	827,069.56		76	121
*NOTE: Amount Budgeted does not always match the 2009 Investment Summary because some projects extend over more than one program year.						



2. Describe the manner in which the recipient would change its program as a result of its experiences.

With the experience that the City of Lawrence has had with administering CDBG and HOME grants both in the 2009 program year and in previous years, the City feels that the manner in which the program has been handled has been effective and the City staff is very comfortable with the outcomes and experiences. As program administrators, the City staff is always looking at Best Practices and subsequently works to incorporate those items into the programs. There are no plans to change the practices and procedures with which the City administers either grant. Although projects may differ from year to year, the focus has remained the same as has the administration of the program.

3. Affirmatively Furthering Fair Housing:

a. Provide a summary of impediments to fair housing choice.

b. Identify actions taken to overcome effects of impediments identified.

Lawrence remains 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 November of 2008, set twelve goals:

- *In 2009, The City continued 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 Division (HRD) was merged in 2008 with the Legal Services Department and both were funded in the 2009 City budget at **\$1,596,654**. In 2009, HRD investigated discrimination complaints and worked towards resolution thereof. Additionally, the HRD was approved through HUD for reimbursement of five cases that Human Relations investigated. The Human Relations Commission continued its efforts to support and enhance HRD fair housing activities. The Human Relations Division activities included:
 - Timely and thorough investigations of fair housing discrimination complaints;
 - EOL Update 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 that elderly, disabled or families might encounter which could put their housing at risk, and solicited 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 Homes office and one service coordinator for elderly persons is working out of the Babcock Place office.
- *The Community Development Division will continue to support fair housing through sustained emphasis on affordable housing activities.* **Actions:** CDD continued the emphasis on affordable housing (see *Permanent Housing*, page 5-6, and *Affordable Housing*, page 21). During the 2009 program year, the CDD staff partnered in fair housing activities via the Human Relations department. CDD staff also provided information at a Housing Information Fair which showcased the programs that the department is able to administer with CDBG and HOME funds as well as provided information and staff for questions and issues related to Fair Housing.
- *The Community Development Division will continue to require grant and loan recipients to certify compliance with fair housing policies.* **Actions:** CDD requires compliance with fair housing policies.
- *The Community Development Division will provide support to agencies assisting the homeless.* **Actions:** In addition to setting aside CDBG funds to support agencies that assist the homeless, Community Development staff has served as a liaison in the Statewide Continuum of Care. Preparation of the Exhibit 1 of the Continuum of Care Supportive Housing application is facilitated by CDD staff.

Additionally, the Community Commission on Homelessness is staffed by CDD staff. Technical assistance is also provided to related agencies by CDD 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.
- *The Community Development Division 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, CDD staff provides technical assistance to neighborhoods. Revitalization is also promoted through the assistance of the Management Analyst 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 Care of Douglas County provides grief and death education. Housing and Credit Counseling, Inc. provided tenant/landlord mediation and classes on

budgeting and financial responsibility. 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.

2. *Describe Other Actions in Strategic Plan or Action Plan taken to address obstacles to meeting underserved needs.*

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. The balanced approach outlined in *Step Up to Better Housing* seems to be addressing needs in a very functional manner.

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.

3. *Leveraging Resources*

- a. Identify progress in obtaining “other” public and private resources to address needs.***
- b. How Federal resources from HUD leveraged other public and private resources.***
- c. How matching requirements were satisfied.***

Leveraging Resources

The City received an Emergency Shelter Grant (ESG) from the State of Kansas for \$63,550. ESG funds were used by three agencies to provide operations, essential services and homeless prevention.

The City also received NSP I funding in the amount of \$562,134 that was utilized in 2009 to construct five units of affordable rental housing, with two units fully accessible and two units offering housing to a low-moderate income renter at less than 50% AMI. The project was a partnership with the City’s certified CHDO, Tenants to Homeowners Inc., for redevelopment of vacant property.

Additionally within the grant year of 2008, the City of Lawrence received \$216,798 in CDBG-R funding. This funding was utilized within the 2009 grant year and is focused

on economic development, job retention/creation, and infrastructure projects. The remaining funding allocation will be spent in grant year 2010.

The City of Lawrence funded a portion of the budget of five agencies (\$140,600) that also receive CDBG funding, usually at 1 to 4% of the agency budget. Additionally, the City of Lawrence funded a portion of the budget of five non-profit agencies (\$227,722) that did not receive CDBG funding in program year 2009, but who serve low- to moderate-income or homeless individuals and families. Thus, total City funds devoted to nonprofit agencies was \$368,322.

HOME match requirements were satisfied through cash from non-federal sources, forgone fees, donated labor, and donated construction materials

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) 2009	
1. Participant No. (assigned by HUD) M-09-MC-20-0205	2. Name of the Participating Jurisdiction City of Lawrence, Kansas	3. Name of Contact (person completing this report) Margene K. Swarts	
5. Street Address of the Participating Jurisdiction P.O. Box 708 - 1 Riverfront Plaza, Level 1, Suite 110		4. Contact's Phone Number (include area code) 785-832-7700	
6. City Lawrence	7. State KS	8. Zip Code 66044	

Part II Fiscal Year Summary			
1. Excess match from prior Federal fiscal year	\$	5,201,574.59	
2. Match contributed during current Federal fiscal year (see Part III.9.)	\$	18,258.79	
3. Total match available for current Federal fiscal year (line 1 + line 2)	\$	5,219,833.38	
4. Match liability for current Federal fiscal year	\$	0	
5. Excess match carried over to next Federal fiscal year (line 3 minus line 4)	\$	5,219,833.38	

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
09.01.NON	08/20/2009					1,413.79		1,413.79
09.02.NON	08/24/2009	100.00						100.00
09.03.NON	08/24/2009	50.00						50.00
09.04.NON	08/24/2009		23.50					23.50
09.05.NON	08/25/2009	20.00						20.00
09.06.NON	08/26/2009	100.00						100.00
09.07.NON	08/28/2009	100.00						100.00
09.08.NON	09/01/2009	50.00						50.00
09.09.NON	09/02/2009					1,105.75		1,105.75
09.10.NON	09/10/2009	100.00						100.00
09.11.NON	09/15/2009	100.00						100.00

Name of the Participating Jurisdiction City of Lawrence, Kansas								Federal Fiscal Year (yyy)
2009								
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
09.12.NON	09/25/2009					2,766.94		2,766.94
09.13.NON	10/13/2009	25.00						25.00
09.14.NON	11/06/2009	15.00						15.00
09.15.NON	11/06/2009	30.00						30.00
09.16.NON	11/09/2009	30.00						30.00
09.17.NON	11/09/2009	15.00						15.00
09.18.NON	11/09/2009	30.00						30.00
09.19.NON	11/09/2009	500.00						500.00
09.20.NON	11/10/2009	30.00						30.00
09.21.NON	11/10/2009	15.00						15.00
09.22.NON	11/10/2009	15.00						15.00
09.23.NON	11/10/2009	30.00						30.00
09.24.NON	11/10/2009	15.00						15.00
09.25.NON	11/13/2009	60.00						60.00
09.26.NON	11/13/2009	30.00						30.00
09.27.NON	11/16/2009	30.00						30.00
09.28.NON	11/16/2009	50.00						50.00
09.29.NON	11/16/2009	22.00						22.00
09.30.NON	11/16/2009	50.00						50.00
09.31.NON	11/16/2009	30.00						30.00

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form HUD-40107-A (12/94)

Name of the Participating Jurisdiction City of Lawrence, Kansas								Federal Fiscal Year (yyyy)
								2009
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
09.32.NON	11/19/2009	30.00						30.00
09.33.NON	11/20/2009	30.00						30.00
09.34.NON	11/20/2009	30.00						30.00
09.35.NON	11/20/2009	10.00						10.00
09.36.NON	11/20/2009	75.00						75.00
09.37.NON	11/09/2009	59.00						59.00
09.38.NON	11/20/2009	35.00						35.00
09.39.NON	11/20/2009					500.00		500.00
09.40.NON	11/20/2009	25.00						25.00
09.41.NON	11/20/2009	50.00						50.00
09.42.NON	11/23/2009	15.00						15.00
09.43.NON	11/30/2009	90.00						90.00
09.44.NON	12/03/2009	44.34						44.34
09.45.NON	01/12/2010					1,146.96		1,146.96
09.46.NON	01/25/2010					92.25		92.25
09.47.NON	01/21/2010					80.00		80.00
09.48.NON	02/02/2010					1,150.55		1,150.55
09.49.NON	02/09/2010					3,000.00		3,000.00
09.50.NON	02/12/2010					1,000.00		1,000.00
09.51.NON	03/03/2010					500.00		500.00

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form HUD-40107-A (12/94)

[illegible]

Public reporting burden for this collection of information is estimated to average 45 minutes 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.

Instructions for the HOME Match Report

Applicability:

The HOME Match Report is part of the HOME APR and must be filled out by every participating jurisdiction that incurred a match liability. Match liability occurs when FY 1993 funds (or subsequent year funds) are drawn down from the U.S. Treasury for HOME projects. A Participating Jurisdiction (PJ) may start counting match contributions as of the beginning of Federal Fiscal Year 1993 (October 1, 1992). A jurisdiction not required to submit this report, either because it did not incur any match or because it had a full match reduction, may submit a HOME Match Report if it wishes. The match would count as excess match that is carried over to subsequent years. The match reported on this form must have been contributed during the reporting period (between October 1 and September 30).

Timing:

This form is to be submitted as part of the HOME APR on or before December 31. The original is sent to the HUD Field Office. One copy is sent to the

Office of Affordable Housing Programs, CGHF
Room 7176, HUD, 451 7th Street, S.W.
Washington, D.C. 20410.

The participating jurisdiction also keeps a copy.

Instructions for Part II:

1. **Excess match from prior Federal fiscal year:** Excess match carried over from prior Federal fiscal year.
2. **Match contributed during current Federal fiscal year:** The total amount of match contributions for all projects listed under Part III in column 9 for the Federal fiscal year.

3. **Total match available for current Federal fiscal year:** The sum of excess match carried over from the prior Federal fiscal year (Part II, line 1) and the total match contribution for the current Federal fiscal year (Part II, line 2). This sum is the total match available for the Federal fiscal year.
4. **Match liability for current Federal fiscal year:** The amount of match liability is available from HUD and is provided periodically to PJs. The match must be provided in the current year. The amount of match that must be provided is based on the amount of HOME funds drawn from the U.S. Treasury for HOME projects. The amount of match required equals 25% of the amount drawn down for HOME projects during the Federal fiscal year. Excess match may be carried over and used to meet match liability for subsequent years (see Part II line 5). Funds drawn down for administrative costs, CHDO operating expenses, and CHDO capacity building do not have to be matched. Funds drawn down for CHDO seed money and/or technical assistance loans do not have to be matched if the project does not go forward. A jurisdiction is allowed to get a partial reduction (50%) of match if it meets one of two statutory distress criteria, indicating "fiscal distress," or else a full reduction (100%) of match if it meets both criteria, indicating "severe fiscal distress."

The two criteria are poverty rate (must be equal to or greater than 125% of the average national family poverty rate to qualify for a reduction) and per capita income (must be less than 75% of the national average per capita income to qualify for a reduction). In addition, a jurisdiction can get a full reduction if it is declared a disaster area under the Robert T. Stafford Disaster Relief and Emergency Act.

5. **Excess match carried over to next Federal fiscal year:** The total match available for the current Federal fiscal year (Part II, line 3) minus the match liability for the current Federal fiscal year (Part II, line 4). Excess match may be carried over and applied to future HOME project match liability.

Instructions for Part III:

1. **Project No. or Other ID:** "Project number" is assigned by the C/M/I System when the PJ makes a project setup call. These projects involve at least some Treasury funds. If the HOME project does not involve Treasury funds, it must be identified with "other ID" as follows: the fiscal year (last two digits only), followed by a number (starting from "01" for the first non-Treasury-funded project of the fiscal year), and then at least one of the following abbreviations: "SF" for project using shortfall funds, "PJ" for projects using program income, and "NON" for non-HOME-assisted affordable housing. Example: 93.01.SF, 93.02.PJ, 93.03.NON, etc.

Shortfall funds are non-HOME funds used to make up the difference between the participation threshold and the amount of HOME funds allocated to the PJ; the participation threshold requirement applies only in the PJ's first year of eligibility. [§92.102]

Program income (also called "repayment income") is any return on the investment of HOME funds. This income must be deposited in the jurisdiction's HOME account to be used for HOME projects. [§92.503(b)]

- Non-HOME-assisted affordable housing is investment in housing not assisted by HOME funds that would qualify as "affordable housing" under the HOME Program definitions. "NON" funds must be contributed to a specific project; it is not sufficient to make a contribution to an entity engaged in developing affordable housing. [§92.219(b)]
2. **Date of Contribution:** Enter the date of contribution. Multiple entries may be made on a single line as long as the contributions were made during the current fiscal year. In such cases, if the contributions were made at different dates during the year, enter the date of the last contribution.
 3. **Cash:** Cash contributions from non-Federal resources. This means the funds are contributed permanently to the HOME Program regardless of the form of investment the jurisdiction provides to a project. Therefore all repayment, interest, or other return on investment of the contribution must be deposited in the PI's HOME account to be used for HOME projects. The PI, non-Federal public entities (State/local governments), private entities, and individuals can make contributions. The grant equivalent of a below-market interest rate loan to the project is eligible when the loan is not repayable to the PI's HOME account. [§92.220(a)(1)] In addition, a cash contribution can count as match if it is used for eligible costs defined under §92.206 (except administrative costs and CHDO operating expenses) or under §92.209, or for the following non-eligible costs: the value of non-Federal funds used to remove and relocate ECHO units to accommodate eligible tenants, a project reserve account for replacements, a project reserve account for unanticipated increases in operating costs, operating subsidies, or costs relating to the portion of a mixed-income or mixed-use project not related to the affordable housing units. [§92.219(c)]
 4. **Forgone Taxes, Fees, Charges:** Taxes, fees, and charges that are normally and customarily charged but have been waived, foregone, or deferred in a manner that achieves affordability of the HOME-assisted housing. This includes State tax credits for low-income housing development. The amount of real estate taxes may be based on the post-improvement property value. For those taxes, fees, or charges given for future years, the value is the present discounted cash value. [§92.220(a)(2)]
 5. **Appraised Land/Real Property:** The appraised value, before the HOME assistance is provided and minus any debt burden, lien, or other encumbrance, of land or other real property, not acquired with Federal resources. The appraisal must be made by an independent, certified appraiser. [§92.220(a)(3)]
 6. **Required Infrastructure:** The cost of investment, not made with Federal resources, in on-site and off-site infrastructure directly required for HOME-assisted affordable housing. The infrastructure must have been completed no earlier than 12 months before HOME funds were committed. [§92.220(a)(4)]
 7. **Site preparation, Construction materials, Donated labor:** The reasonable value of any site-preparation and construction materials, not acquired with Federal resources, and any donated or voluntary labor (see §92.354(b)) in connection with the site-preparation for, or construction or rehabilitation of, affordable housing. The value of site-preparation and construction materials is determined in accordance with the PI's cost estimate procedures. The value of donated or voluntary labor is determined by a single rate ("labor rate") to be published annually in the Notice Of Funding Availability (NOFA) for the HOME Program. [§92.220(6)]
 8. **Bond Financing:** Multifamily and single-family project bond financing must be validly issued by a State or local government (or an agency, instrumentality, or political subdivision thereof). 50% of a loan from bond proceeds made to a multifamily affordable housing project owner can count as match. 25% of a loan from bond proceeds made to a single-family affordable housing project owner can count as match. Loans from all bond proceeds, including excess bond match from prior years, may not exceed 25% of a PI's total annual match contribution. [§92.220(a)(5)] The amount in excess of the 25% cap for bonds may carry over, and the excess will count as part of the statutory limit of up to 25% per year. Requirements regarding bond financing as an eligible source of match will be available upon publication of the implementing regulation early in FY 1994.
 9. **Total Match:** Total of items 3 through 8. This is the total match contribution for each project identified in item 1.
- Ineligible forms of match include:**
1. Contributions made with or derived from Federal resources e.g. CDBG funds [§92.220(b)(1)]
 2. Interest rate subsidy attributable to the Federal tax-exemption on financing or the value attributable to Federal tax credits [§92.220(b)(2)]
 3. Contributions from builders, contractors or investors, including owner equity, involved with HOME-assisted projects. [§92.220(b)(3)]
 4. Sweat equity [§92.220(b)(4)]
 5. Contributions from applicants/recipients of HOME assistance [§92.220(b)(5)]
 6. Fees/charges that are associated with the HOME Program only, rather than normally and customarily charged on all transactions or projects [§92.220(a)(2)]
 7. Administrative costs

Managing the Process

1. Describe actions taken during the last year to ensure compliance with program and comprehensive planning 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. Low-Moderate income neighborhoods that received CDBG funding for coordinator and operating expenses are listed as follows according to the 2000 Census:

Neighborhood	Percent Low/Mod
Brook Creek	63%
East Lawrence	66%
North Lawrence	56%
Oread	78%
Pinckney	61%
Total City Population	49%

The CDBG/HOME administrative staff consists of one full time staff position and two full time staff positions funded partially from CDBG/HOME funds. Salaries and other administrative costs for the 2009 program year were \$201,564 (\$161,564 for CDBG and \$40,000 for HOME).

Citizen Participation

1. Provide a summary of citizen comments.

There were no public comments received, either written or at the Public Hearing.

2. In addition, the performance report provided to citizens must identify the Federal funds made available for furthering the objectives of the Consolidated Plan. For each formula grant program, the grantee shall identify the total amount of funds available (including estimated program income), the total amount of funds committed during the reporting period, the total amount expended during the reporting period, and the geographic distribution and location of expenditures. Jurisdictions are encouraged to include maps in describing the geographic distribution and location of investment (including areas of

minority concentration). The geographic distribution and expenditure requirement may also be satisfied by specifying the census tracts where expenditures were concentrated.

**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, 2009 THROUGH JULY 31, 2010

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.

Currently, five low and moderate income neighborhoods are 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 Community Development Advisory Committee (CDAC) as the group to make recommendations regarding the overall program policy and assist in the review of funding grant proposals. The CDAC consists of eleven members with one representative from each of the five low and moderate income 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 Community Development 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.

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, 2009 through July 31, 2010.

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 Planning and Development Services Department in 1 Riverfront Plaza, Level 1, Suite 110, or call (785) 832-7700.

Margene K. Swarts
Assistant Director
Planning and Development Services

ACTIVITIES AUGUST 1, 2009 THROUGH JULY 31, 2010

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 \$194,257 was spent on the rehabilitation of 10 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	\$	23,705	East Lawrence	3	\$	70,886
North Lawrence	1	\$	14,390	Oread	0	\$	0
Pinckney	0	\$	0	At Large	6	\$	108,981

2. First-Time Homebuyer Comprehensive Rehabilitation Deferred Loans

This program provided housing rehabilitation assistance in conjunction with the Lawrence Community Land and Housing Trust First-Time Homebuyer Program. Rehabilitation is provided with CDBG funds and down payment and closing costs are paid with HOME funds. A total of \$111,779.05 was spent on the rehabilitation of 2 homes for the purpose of creating decent housing with improved/new affordability.

Brook Creek	1	\$	67,792.00	East Lawrence	0	\$	0
North Lawrence	0	\$	0	Oread	0	\$	0
Pinckney	0	\$	0	At Large	1	\$	43,986.80

3. Emergency Loans

This program provides homeowners with interest free loans to do minor fix-up and emergency repairs. A total of \$34,765 was spent on loans for 11 households for the purpose of creating decent housing with improved/new affordability.

Brook Creek	1	\$	745	East Lawrence	1	\$	1,660
North Lawrence	0	\$	0	Oread	0	\$	0
Pinckney	1	\$	4,900	At Large	8	\$	27,460

4. Energy Efficiency Improvements - Furnaces

A total of \$18,110 was spent on 6 energy efficient furnace for the purpose of enhancing a suitable living environment through improved/new affordability.

Brook Creek	0	\$	0	East Lawrence	0	\$	0
North Lawrence	0	\$	0	Oread	1	\$	3,100
Pinckney	1	\$	3,200	At Large	4	\$	5,500

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 weather stripping. A total of \$89,286.43 was spent weatherizing 68 homes for the purpose of enhancing a suitable living environment through improved/new affordability.

Brook Creek	4	\$	2,986.30	East Lawrence	10	\$	14,206.52
North Lawrence	5	\$	7,630.14	Oread	1	\$	855.98
Pinckney	2	\$	1,604.41	At-Large	46	\$	61,402.98

6. Accessibility Programs –

- A. A total of \$44,616 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. Miscellaneous Rehabilitation Activities

- A. Community Living Opportunities – Group Home Roof Replacement \$32,760.
B. Van Go Mobile Arts – Parking Lot Lighting \$8,400
C. Oread Neighborhood Assn. – Water Meter Installation \$1,995
D. Lawrence Community Shelter – Shelter Renovations \$24,950

8. Public Service Agencies

- A. Emergency Services Council - 159 low income individuals/families with housing needs were assisted with deposits or payment of utility bills for the purpose of preventing homelessness or shut-off - \$7,693.
- B. Douglas County AIDS Project – 20 people with HIV/AIDS received emergency financial assistance for the purpose of preventing homelessness or shut-off - \$3,925.
- C. Housing and Credit Counseling, Inc. provided education and mediation for 297 landlords and/or tenants for the purpose of preventing eviction - \$19,975.
- D. Lawrence Community Shelter – 486 people received emergency shelter and supportive services - \$36,500.
- E. Salvation Army – 400 people received benefit from the feeding program and supportive services - \$5,840.

9. Neighborhood Association Support

The CDBG program funded the five target neighborhood associations for administrative functions, operating expenses, cleanups, and coordinators, as follows, for the purpose of enhancing a suitable living environment with improved sustainability:

Brook Creek Neighborhood Assoc.	\$ 6,114.92
East Lawrence Improvement Assoc.	\$ 7,470.17
North Lawrence Improvement Assoc.	\$ 5,682.40
Oread Neighborhood Assoc.	\$ 4,411.07
Pinckney Neighborhood Assoc.	\$ 1,880.30

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

The CDBG administrative staff consists of one full time staff position and two part time staff positions. Total salaries and other administrative costs for CDBG were \$161,564. Public hearings were held, educational articles, and legal and public notices were published during the past program year.

11. 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 \$156,240.88.

HOME

1. Lawrence Housing Authority – TBRA – **40** homeless families were housed - \$235,015.
2. Lawrence Housing Authority – Administration - \$22,463.
3. Tenants to Homeowners, Inc. – CHDO Set-Aside – Property acquisition and rehabilitation - \$84,000.
4. Tenants to Homeowners, Inc. – Operating - \$32,177.32.
5. Homebuyer Assistance – Down payment and closing costs for 10 first time homebuyers in conjunction with the Land Trust Program - \$240,724.55.

Brook Creek	2	\$	8,632.22	East Lawrence	7	\$	228,047.84
North Lawrence	0	\$	0	Oread	0	\$	0
Pinckney	0	\$	0	At Large	1	\$	4,044.49

6. The HOME administrative staff consists of one full time staff position. Total salaries and other administrative costs for HOME were \$40,000.

Institutional Structure

1. Describe actions taken during the last year to overcome gaps in institutional structures and enhance coordination.

The City of Lawrence is committed to the goal of partnership with various agencies in the community regardless of their funding source in order to have the most effective impact that we can in the community. The Community Development Division, who administers the grants is a small division, however the impact is large when the

partnerships with other agencies help to get the word out in the community. With these partnerships, the City is able to overcome gaps in institutional structures and enhance coordination.

Monitoring

1. Describe how and the frequency with which you monitored your activities.

The City of Lawrence's Community Development Division conducts at least one on-site monitoring visit for each sub-recipient during the program year. A monitoring schedule is prepared and the sub-recipient visits are prioritized by determining if any organization is new to the program; if there has been staff turnover in key agency positions; and if there have been previous compliance issues.

Community Development staff closely monitors all federal programs. Administrative procedures will meet all federal rules, regulations and guidelines for program monitoring, compliance, and reporting. Staff conducts field inspections and also desk-monitors sub-recipients to ensure the compliance of locally administered projects. Staff also monitors the Consolidated Plan through the Annual Performance Report.

2. Describe the results of your monitoring including any improvements.

There were no significant issues that arose during the City of Lawrence monitoring process with our sub-grantees. The mechanisms have been in place and many of the agencies receiving CDBG/HOME funding have been the same agencies that have received the funding in the past. These agencies continue to be monitored on a regular basis.

3. Self Evaluation

- a. Describe the effect programs have in solving neighborhood and community problems.***
- b. Describe progress in meeting priority needs and specific objectives and help make community's vision of the future a reality.***
- c. Describe how you provided decent housing and a suitable living environment and expanded economic opportunity principally for low and moderate-income persons.***
- d. Indicate any activities falling behind schedule.***
- e. Describe how activities and strategies made an impact on identified needs.***
- f. Identify indicators that would best describe the results.***
- g. Identify barriers that had a negative impact on fulfilling the strategies and overall vision.***
- h. Identify whether major goals are on target and discuss reasons for those that are not on target.***
- i. Identify any adjustments or improvements to strategies and activities that might meet your needs more effectively.***

a- The City funds the operating costs and coordinator salaries of five low-mod neighborhoods (Brook Creek, East Lawrence, North Lawrence, Pinckney, and Oread). Additionally, a CDBG funded City staff member regularly attended meetings of the

Lawrence Association of Neighborhoods (LAN) improving communication between the City and the neighborhoods. The 2009 program year also saw an activity of a water meter installation in a Community Garden in the Oread Neighborhood, creating a sustainable need for those who live in that neighborhood, as well as exterior building lights for a public service agency located in the East Lawrence neighborhood.

There were 11 activities within the Comprehensive Housing Rehabilitation program, the Emergency Loan program, the Furnace Loan program, and the First-Time Homeowner Rehabilitation program that benefitted low-moderate income clients located in low-moderate neighborhoods, and an additional 18 activities that benefitted low-moderate income clients in neighborhoods at large. These programs provided both interior and exterior substandard item rehabilitation as well as emergency situation loans for improvements that eliminated immediate hazards to health and safety or cause damage to the structure of conditions that are likely to cause health and safety hazards or cause damage to the structure in the near future.

b- The City of Lawrence continues to make progress in meeting priority needs and specific objectives and help make the community's vision of the future a reality by continuing to utilize the "Step Up to Better Housing" strategy in framing the funding allocation decisions for CDBG and HOME funds. By consistently basing funding decisions on this strategy, the City stays true to the priority needs and specific objectives.

c- The City provides decent housing and a suitable living environment by providing Comprehensive Housing Rehabilitation, emergency, and furnace loan programs, along with the Lawrence Community Land Trust and the Sidewalk Replacement/Improvement activities. The expanded economic opportunity for principally low-moderate income persons is included in the employee base of the crews that work on the sidewalk project, along with a population of employees retained by City-certified general contractors.

d- There are no activities falling behind schedule.

e- In utilizing the ***Step Up to Better Housing*** strategy, the activities were able to make an impact on the identified needs because the City of Lawrence did not change their focus. By continuing to focus on Housing issues through the above strategy, the City is able to continually work towards goals and objectives each and every grant year, making the movement towards impacting these goals significant.

f- The following programs were utilized to impact the results of identified needs: Comprehensive Housing Rehabilitation (Ten low-moderate income households), First Time Homebuyer Program (10 low-moderate income households), First Time Homebuyer Rehabilitation (two low-moderate income households), Independence, Inc. (12 low-moderate income client accessibility improvements), Weatherization (68 low-moderate income households), Furnace Loans (six low-moderate income households), Emergency Loans (11 low-moderate income households), and CHDO Property Acquisition and Rehabilitation (one low-moderate income household).

g- There are no barriers that have had a negative impact on fulfilling the strategies and overall vision with the exception of the limited funds.

h- The major goals for the City of Lawrence CDBG/HOME programs are on target.

i- There are not any adjustments or improvements to strategies and activities to make the City of Lawrence meet our needs more effectively.

Lead-based Paint

1. Describe actions taken during the last year to evaluate and reduce lead-based paint hazards.

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 98 projects completed through Community Development programs (comprehensive housing rehabilitation, HOOT rehabilitation, weatherization, furnace loans and emergency loans) ten were tested for lead. Of those ten, eight were subject to lead hazard reduction activities and two tested negative for lead content.

During the 2009 program year, staff regularly attended the State of Kansas Lead Council Meetings and the Projects Specialist was invited to join the council.

HOUSING

Housing Needs

*Please also refer to the Housing Needs Table in the Needs.xls workbook.

1. Describe Actions taken during the last year to foster and maintain affordable housing.

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 the community.

In 2009 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 *Revitalized Neighborhoods*, page 3, *Emergency Housing*, page 4, *Transitional Housing*, page 5, *Permanent Housing*, page 5-6, and *Affordable Housing*, page 17.

Specific Housing Objectives

1. Evaluate progress in meeting specific objective of providing affordable housing, including the number of extremely low-income, low-income, and moderate-income renter and owner households comparing actual accomplishments with proposed goals during the reporting period.

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 *Revitalized Neighborhoods*, page 3, *emergency Housing*, page 4; *Transitional Housing*, page 5; *Permanent Housing*, page 5-6)

CDBG and HOME funds assisted a total of **148** low- and moderate-income households with affordable housing efforts in program year 2009. All families that received tenant based rental assistance were low-income.

2. Evaluate progress in providing affordable housing that meets the Section 215 definition of affordable housing for rental and owner households comparing actual accomplishments with proposed goals during the reporting period.

The Lawrence-Douglas County Housing Authority (LDCHA) operates a transitional housing program using HOME TBRA funds which serves approximately 40 families, or 120 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 Mental Health Center, Independence, Inc., the State of Kansas Department of Social and Rehabilitation Services (SRS), Catholic Charities, ECKAN, Lawrence Community Shelter, and Cottonwood. The Douglas County Health Department, DCCCA, ECKAN and Cottonwood, Inc. work closely with the LDCHA to provide services to their clients. During the LDCHA's 2009 fiscal year (1/1/09 - 12/31/09) the Transitional Housing program served 40 families through a combination of funding from City and State HOME TBRA grants.

The City has proven progress in providing affordable housing that meets the Section 215 definition of affordable housing by our partnerships with the Lawrence-Douglas County Housing Authority for rentals and the certified CHDO, Tenants to Homeowners, for both rental and home ownership programs.

The City set a goal of five First Time Homebuyer households to receive down payment assistance for new homes and the goal was exceeded by assisting 10 homeowners utilizing a dollar amount of \$240,289.91.

3. Describe efforts to address "worst-case" housing needs and housing needs of persons with disabilities.

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.

Public Housing Strategy

1. Describe actions taken during the last year to improve public housing and resident initiatives.

****From the Lawrence-Douglas County Housing Authority (LDCHA)
2009 Annual Report:***

In 2009 the agency increased its level of service and performance to our residents and the community. The agency implemented three new housing programs all aimed at providing housing and housing services to the homeless or those at risk for becoming homeless. The most innovated of these is the e-Housing Connection. The e-Housing Connection grew out of collaboration with the Community Commission on Homelessness to address the needs of homeless families for whom the Community Shelter was not a suitable placement. The Connection is designed as a vehicle to provide temporary housing to non-chronically homeless families and individuals who are waiting for permanent housing. The program created a data base of landlords with vacant properties willing to lease their unit at a reduced rent to a homeless family. At the same time the LDCHA, working through local social service agencies, created a waiting list of families in need. The Connection matches families and landlords. In 2009, 30 homeless families were housed through this program.

In the fall the agency launched a small housing demonstration program in collaboration with the Douglas County Corrections Department under its inmate re-entry program. Under this program the LDCHA provides up to five housing vouchers to inmates being released to the community who have participated in the inmate re-entry program while incarcerated. In 2009, two housing vouchers were issued under this program. As part of the government's response to the downturn in the economy, Congress appropriated federal stimulus money to provide assistance to families who are, or are about to become, homeless because of job loss or loss in income due to the recession. The Homeless Prevention and Rapid Re-Housing Program was funded in September through a state grant to the City of Lawrence. In 2009, 47 families avoided eviction through this program by receiving rent and utility assistance. Another 23 homeless families received financial assistance that permitted them to be rapidly re-housed.

In 2009 the agency increased its level of services to residents through an expansion of the Resident Services Department with the hiring of two additional case managers. The duties of these positions are to work with residents to move them to their highest income producing potential over time through consistent and ongoing job and life skills coaching, counseling, job training and placement. One hundred six (106) individuals enrolled in services under this expansion. In 1998, the LDCHA was selected to participate in a Congressional Demonstration program that granted it broad waivers from federal housing regulation for the purpose of moving households to work. Since 1999 the agency has been engaged in a number of initiatives aimed at this objective including the adoption of a new rent structure and work requirement. In 2009, the agency adopted several new initiatives under this demonstration. One was a redefinition of income. The second was the adoption of a biennial recertification process for all households that were at maximum rent or 50% area median income.

Over the 10 years that the agency has been participating in the Moving to Work Demonstration program (MTW) it has achieved great success at moving residents to work. Of the 400 households participating in the program, all the residents are working, attending post secondary school full time, or participating in work related activities. Besides moving families to work, a secondary initiative of the program is to move families to homeownership. To support this, the agency provides a matching grant of up to \$3,000 for down payment assistance for first time homebuyers. In

2009, seven families purchased a home. The agency was able to increase its public housing capital improvement projects in 2009 through the receipt of a \$747,567 Capital Fund grant through The American Recovery and Reinvestment Act. The agency used these funds to paint and reside Edgewood Homes, install new playground equipment at Edgewood Homes, and carry out comprehensive upgrades to the Babcock Place elevator system. In August the LDCHA, in collaboration with the City of Lawrence Planning and Development Services Department, hosted a landlord summit on affordable housing issues in our community. Forty-five landlords attended the event which focused on ways the community could increase the amount of affordable rental housing to low income residents.

In 2009, as in every year, the agency's primary focus was on providing safe, decent and affordable housing to the over 1100 families that are served by the LDCHA's housing programs.

Barriers to Affordable Housing

1. Describe actions taken during the last year to eliminate barriers to affordable housing.

A review of the City of Lawrence housing policy indicates there are no institutional barriers to obtain affordable housing. The city has adopted the 2006 International Codes (Building, Residential, Fire, Energy, Mechanical, Plumbing and Fuel Gas) and the 2005 National Electrical Code. The 2006 International Property Maintenance Code that has been adopted as the minimum housing code is similar to the requirements of HUD's Housing Quality Standards. The minimum housing code is enforced through the rental registration program that requires all rental properties located in single-family zoned areas to be inspected at least once every three years. All other minimum housing code is enforced on a complaint basis.

The City does not impose rent controls. Regulations that are designed to protect the health, safety, and welfare of citizens may affect the cost of housing. However, these regulations are not designed to discourage the availability of affordable housing. Therefore, the City of Lawrence did not propose actions or reform steps to remove or restructure such policies in 2009 program year.

HOME/ American Dream Down Payment Initiative (ADDI)

1. Assessment of Relationship of HOME Funds to Goals and Objectives ***a. Evaluate progress made toward meeting goals for providing affordable housing using HOME funds, including the number and types of households served.***

2. HOME Match Report ***a. Use HOME Match Report HUD-40107-A to report on match contributions for the period covered by the Consolidated Plan program year.***

3. HOME MBE and WBE Report

- a. Use Part III of HUD Form 40107 to report contracts and subcontracts with Minority Business Enterprises (MBEs) and Women's Business Enterprises (WBEs).*

4. Assessments

- a. Detail results of on-site inspections of rental housing.*
- b. Describe the HOME jurisdiction's affirmative marketing actions.*
- c. Describe outreach to minority and women owned businesses.*

ADDI is not applicable to the City of Lawrence.

HOMELESS

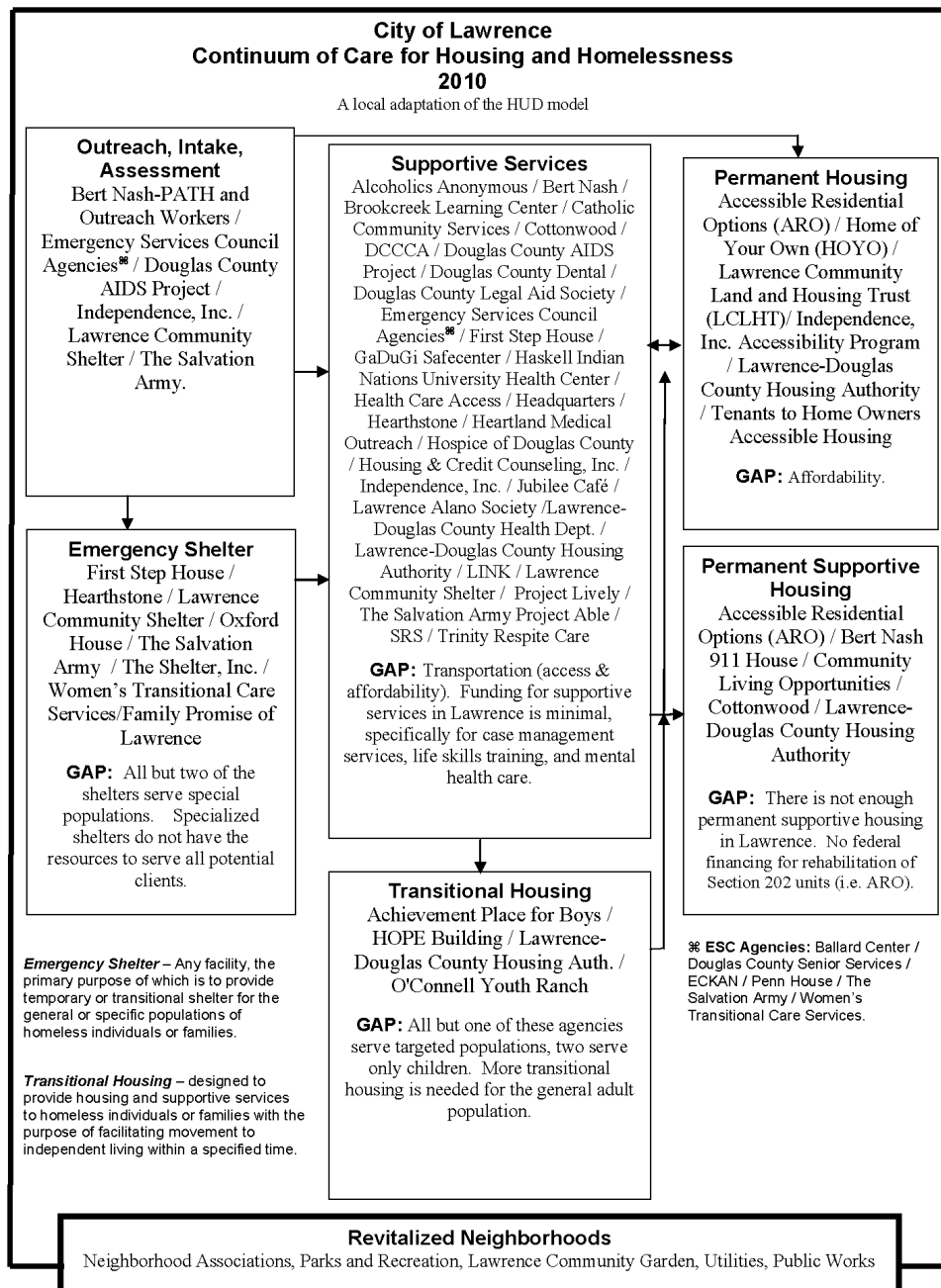
Homeless Needs

*Please also refer to the Homeless Needs Table in the Needs.xls workbook.

1. Identify actions taken to address needs of homeless persons.

Continuum of Care

Lawrence developed its Continuum of Care strategy in 1993. Revisions and updates have been made to the strategy as services have changed and needs have shifted. The Continuum of Care strategy is used to move homeless individuals and/or families from homelessness through necessary supportive services to permanent housing. The lead entity for the CoC planning process had been the Practitioners Panel (PP), however in 2008, the Practitioner's Panel recommended that the City of Lawrence/Douglas County join the Kansas Balance of State Continuum of Care in order to access additional funding opportunities. The Practitioner's Panel disbanded when the switch to the Statewide Continuum of Care took place. Homeless strategy for Lawrence will continue to be developed locally, although funding is now be aligned with the statewide continuum that is led by the Kansas Statewide Homeless Coalition. See Continuum of Care Diagram and the Housing Vision Chart below.



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

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

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

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

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

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

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

Permanent Supportive Housing: Permanent housing with ongoing support services.

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

Intake, Outreach, and Assessment

Through the PATH grant, Bert Nash Community Mental Health Center conducted homeless outreach for people who are mentally ill. Through a contract with the City of Lawrence, Bert Nash managed an outreach team of four, for the homeless community at-large. Outreach workers went to places frequented by homeless people, established contact in order to build trust, then offered assessment and services. The homeless outreach workers set up case management services for those who qualified or referred people to other organizations for services. Besides outreach workers, most agencies that provided for the very-low income and homeless individuals or families were able to provide services or referrals for assistance.

Programs with ongoing case management and continuing care also contributed to prevention services in the community. To further assist with homeless prevention and outreach efforts, information and education about programs was posted on community bulletin boards in various locations where homeless and at-risk individuals congregate.

Douglas County Aids Project, The Lawrence Community Shelter, The Salvation Army, Housing & Credit Counseling, Inc. and Independence, Inc. are all agencies that do intake, outreach, or assessment and receive CDBG funding. See Investment Summary for details.

Emergency Shelter

The Lawrence Community Shelter provided the only overnight shelter for homeless individuals and families, including those who are unable to pass a Breathalyzer test. They also accepted non-intoxicated, single male/female individuals in need of shelter. The Lawrence Police Department assisted with late night emergency admissions to the shelters. On weekday mornings and during the day, the Lawrence Community Shelter provided drop in shelter and services, with an emphasis on employment, for people experiencing homelessness or who are at-risk of homelessness. The Lawrence Community Shelter will continue to receive CDBG support for emergency housing activities.

Transitional Housing

Service agencies assisted homeless individuals with finding housing and supportive services. Transitional housing was also provided through vouchers funded by HOME funds to the general homeless population. LDCHA received HOME funds for transitional housing vouchers (Tenant Based Rental Assistance). The Salvation Army developed a transitional housing program that will replace their emergency shelter program.

Permanent Supportive Housing

Private nonprofit agencies administered 62 (only six for chronically homeless) units of permanent supportive housing. The Community Commission on Homelessness estimates the need for another 32 supportive housing units for chronically homeless individuals. The need was based on the 2009 Homeless Survey.

Lawrence-Douglas County Housing Authority (LDCHA) is completing their 5th year of a Continuum of Care Supportive Housing Grant for its permanent supportive housing

program, Hope Building. Hope Building provided housing and support services for up to six chronically homeless persons with disabilities. The LDCHA operated the program with the Bert Nash Community Mental Health Center providing mental health services and DCCCA providing substance abuse services. As of July 2010, the Hope Building was at full capacity.

Chronic Homelessness

Developing permanent supportive housing units for chronic homelessness was a high priority for the City of Lawrence. LDCHA continued to operate HOPE Building, a PSH project that serves six chronically homeless individuals. Additionally, LDCHA submitted a Shelter+Care application for the 2009 CoC and was declined. The Salvation Army also submitted an application for their TH project and they were not awarded funding. Faith-based initiative Family Promise developed a small PSH project serving 2-3 chronically homeless individuals. It is the goal of the City to develop 26 new PSH opportunities during the 2008-2012 Consolidated Plan Period.

Beginning in 2006, the City of Lawrence began funding a homeless outreach team with general fund dollars. The outreach team of four made connections with homeless individuals on the street and in shelters, with the goal of engaging them in services and eventually assisting them in movement to more stable housing options.

The coordination of efforts to end chronic homelessness included the implementation of the Homeless Management Information System (HMIS). The Lawrence CoC implemented HMIS with nine participating agencies in 2006 and transitioned to the statewide HMIS during 2008. The HMIS included HUD funded and non-HUD funded emergency shelters, transitional housing and permanent supportive housing programs, as well as service agencies providing outreach and case management services to homeless.

2. Identify actions to help homeless persons make the transition to permanent housing and independent living.

The HPRP program has been in operation since November 12, 2009. Since the program began, 18 families have been transitioned from homelessness to permanent, independent housing. Some have gone on to receive transitional housing vouchers through the city HOME TBRA program administered by the Lawrence Douglas County Housing Authority. The ability to help clients maintain and find stable housing has been achieved through intensive case management that requires building positive relationships with landlords, budgeting, and restricting clients to finding a housing situation where the client's rent plus utilities do not exceed 50% of their monthly gross income.

3. Identify new Federal resources obtained from Homeless SuperNOFA.

There were two organizations that applied for new projects through the Homeless SuperNOFA, however due to an error in submission of the Kansas Balance of State application there were no new projects funded for 2009.

Specific Homeless Prevention Elements

1. Identify actions taken to prevent homelessness.

Preventing Homelessness

The City continued to support homeless prevention activities such as rent and utility assistance to avoid eviction and shutoff as well as landlord-tenant counseling. The further development of emergency transitional housing, as described in the housing vision, will result in fewer families being forced into shelters or onto the streets. The LDCHA implemented a program called the e-Housing Connection. The concept was “to generate multiple sites for temporary housing for individuals and families to obtain immediate housing while waiting for more permanent arrangements”, and was in accordance with the Community Commission on Homelessness’ Emergency Temporary Housing Program element of the Housing Vision. The Connection worked to bring together landlords that have vacant properties and homeless individuals/families that are in need of emergency housing for whom a homeless shelter is not suitable. The program also included a case management element, and the case manager signed an agreement that is an addendum to the lease. Access to the program is facilitated through local support service agencies after the homeless family/individual enters into a written support service and case management plan. The program was geared toward individuals and families who did not have permanent housing but who, with stabilization through case management and supportive services, would be able to secure permanent housing in three to six months and successfully maintain that housing.

The Salvation Army worked toward implementing their Transitional Housing program in program year 2009 as well. The TH program will be able to serve four to five individuals or families. This amount was originally envisioned to be approximately 15 individuals or families based on the funding request from HUD, but the grant request was declined. The Salvation Army plans that the program will be up and running in mid to late 2010, with other funding sources.

Discharge Planning

Foster Care:

Youth who leave the foster care system because they have attained 18 years of age were eligible to participate in Independent Living Services, contracted by Kansas Social and Rehabilitative Services. Caseworkers began working with youth who will age out of foster care on a discharge plan as early as age 15 to ensure that youth will not need to seek McKinney-Vento housing options. Planning included housing, employment and education.

Mental Health:

SRS adopted a policy that would prevent discharging homeless individuals from publicly funded institutions or systems of care into homelessness or into HUD funded programs for the homeless.

Corrections:

The Douglas County Jail has developed an extensive re-entry program that includes a housing component. A full-time Re-entry Coordinator was hired during the 2008 program year and continued to direct the program through the 2009 grant year. The County recognized that releasing offenders into homelessness increases the likelihood for re-offending.

Emergency Shelter Grants (ESG)

- 1. *Identify actions to address emergency shelter and transitional housing needs of homeless individuals and families (including significant subpopulations such as those living on the streets).***
- 2. *Assessment of Relationship of ESG Funds to Goals and Objectives***
 - a. *Evaluate progress made in using ESG funds to address homeless and homeless prevention needs, goals, and specific objectives established in the Consolidated Plan.***
 - b. *Detail how ESG projects are related to implementation of comprehensive homeless planning strategy, including the number and types of individuals and persons in households served with ESG funds.***
- 3. *Matching Resources***
 - a. *Provide specific sources and amounts of new funding used to meet match as required by 42 USC 11375(a)(1), including cash resources, grants, and staff salaries, as well as in-kind contributions such as the value of a building or lease, donated materials, or volunteer time.***
- 4. *State Method of Distribution***
 - a. *States must describe their method of distribution and how it rated and selected its local government agencies and private nonprofit organizations acting as subrecipients.***
- 5. *Activity and Beneficiary Data***
 - a. *Completion of attached Emergency Shelter Grant Program Performance Chart or other reports showing ESGP expenditures by type of activity. Also describe any problems in collecting, reporting, and evaluating the reliability of this information.***
 - b. *Homeless Discharge Coordination***
 - i. *As part of the government developing and implementing a homeless discharge coordination policy, ESG homeless prevention funds may be used to assist very-low income individuals and families at risk of becoming homeless after being released from publicly funded institutions such as health care facilities, foster care or other youth facilities, or corrections institutions or programs.***
 - c. *Explain how your government is instituting a homeless discharge coordination policy, and how ESG homeless prevention funds are being used in this effort.***

The City of Lawrence is not an entitlement community for the Emergency Shelter Grant. The City of Lawrence receives their funding through Kansas Housing Resources Corporation.

COMMUNITY DEVELOPMENT

Community Development

*Please also refer to the Community Development Table in the Needs.xls workbook.

- 1. Assessment of Relationship of CDBG Funds to Goals and Objectives**
 - a. Assess use of CDBG funds in relation to the priorities, needs, goals, and specific objectives in the Consolidated Plan, particularly the highest priority activities.**
 - b. Evaluate progress made toward meeting goals for providing affordable housing using CDBG funds, including the number and types of households served.**
 - c. Indicate the extent to which CDBG funds were used for activities that benefited extremely low-income, low-income, and moderate-income persons.**

The City of Lawrence developed a strategy to address four priorities: revitalized neighborhoods, emergency housing, transitional housing, and permanent housing.

The strategies within revitalized neighborhoods were addressed with the funding of neighborhood association coordinators and operating expenses for five low-moderate income areas, which served a total of 18,629 citizens. The CDBG program also utilized housing and improvement programs in these neighborhoods as well.

In terms of emergency housing, the City of Lawrence spent \$47,750 on emergency housing in the form of funding the Lawrence Community Shelter and the Salvation Army. These programs served a population of 823 over the course of the program year.

The transitional housing category was provided funding through HOME funds.

In permanent housing, the CDBG portion of funding assisted low-income elderly and persons with disabilities through the Accessibility Modification program through Independence, Inc. This program served 12 households in the amount of \$44,616.

A subcategory within the City of Lawrence's established priorities is homeless needs. Within this section, the City funded three public service agencies in addition to the Salvation Army, Lawrence Community Shelter, and Independence, Inc. They were Housing and Credit Counseling, Inc. in the amount of \$25,000 for assisting 297 clients with tenant/landlord education and counseling, The Emergency Services Council in the amount of \$7,829 which served 159 people, and the Douglas County AIDS Project, funded at \$3,925, which assisted 20 clients with Emergency Financial Assistance.

Under Capital Improvement Projects, the City of Lawrence Public Works Department completed sidewalk installation and replacement in the East Lawrence neighborhood

as well as in the Oread Neighborhood, benefiting 7,944 residents in the low-moderate income neighborhoods as well as benefitting other citizens that utilize the sidewalk on Haskell Avenue, which is a minor arterial street with high traffic volume. This area provides sidewalk access to Health Care Access, SRS, and Independence, Inc, all of which benefit low-moderate income clients. Also under Capital Improvements, Van Go Mobile Arts (East Lawrence Neighborhood) received exterior building light installation and the Oread Neighborhood Association received funding for a water meter for the Lawrence Community Garden.

All activities benefitted low-moderate income neighborhoods, low-moderate income clientele, or low-income persons.

2. Changes in Program Objectives

- a. Identify the nature of and the reasons for any changes in program objectives and how the jurisdiction would change its program as a result of its experiences.***

There were no changes in program objectives in the 2009 program year.

3. Assessment of Efforts in Carrying Out Planned Actions

- a. Indicate how grantee pursued all resources indicated in the Consolidated Plan.***
- b. Indicate how grantee provided certifications of consistency in a fair and impartial manner.***
- c. Indicate how grantee did not hinder Consolidated Plan implementation by action or willful inaction.***

Lawrence pursued all resources that the City indicated it would pursue in the Consolidated Plan through outreach and meetings of the Community Commission on Homelessness, Community Development Advisory Committee, The Lawrence/Douglas County Housing Authority, and Homelessness Providers and Agencies. 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.
- Housing and Credit Counseling, Inc., for landlord/tenant mediation.
- The Lawrence-Douglas County Housing Authority for Fresh Start.
- The Lawrence-Douglas County Housing Authority for Moving Forward.
- The Lawrence-Douglas County Housing Authority for Hope Building.
- The Salvation Army for Project Able.
- The Salvation Army for Project Able Supportive Services Program.

There were no other requests for certifications. Certifications were provided based on eligible program activities. No action or willful inaction by the City hindered implementation of the Consolidated Plan.

4. For Funds Not Used for National Objectives

- a. Indicate how use of CDBG funds did not meet national objectives.***
- b. Indicate how did not comply with overall benefit certification.***

The City did not use any funds outside the three national objectives.

- 5. Anti-displacement and Relocation – for activities that involve acquisition, rehabilitation or demolition of occupied real property**
- a. Describe steps actually taken to minimize the amount of displacement resulting from the CDBG-assisted activities.**
 - b. Describe steps taken to identify households, businesses, farms or nonprofit organizations who occupied properties subject to the Uniform Relocation Act or Section 104(d) of the Housing and Community Development Act of 1974, as amended, and whether or not they were displaced, and the nature of their needs and preferences.**
 - c. Describe steps taken to ensure the timely issuance of information notices to displaced households, businesses, farms, or nonprofit organizations.**

The City of Lawrence programs did not trigger any relocation cost. Any rehab or acquisition projects completed complied with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, and implementing regulations at 49 CFR 24; and it has in effect and followed a residential anti-displacement and relocation assistance plan required under section 104(d) of the Housing and Community Development Act of 1974, as amended, in connection with any activity assisted with funding under the CDBG or HOME programs.

- 6. Low/Mod Job Activities – for economic development activities undertaken where jobs were made available but not taken by low- or moderate-income persons**
- a. Describe actions taken by grantee and businesses to ensure first consideration was or will be given to low/mod persons.**
 - b. List by job title of all the permanent jobs created/retained and those that were made available to low/mod persons.**
 - c. If any of jobs claimed as being available to low/mod persons require special skill, work experience, or education, provide a description of steps being taken or that will be taken to provide such skills, experience, or education.**

Lawrence did not use CDBG funds for economic development.

- 7. Low/Mod Limited Clientele Activities – for activities not falling within one of the categories of presumed limited clientele low and moderate income benefit**
- a. Describe how the nature, location, or other information demonstrates the activities benefit a limited clientele at least 51% of whom are low- and moderate-income.**

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.

- 8. Program income received**
- a. Detail the amount of program income reported that was returned to each individual revolving fund, e.g., housing rehabilitation, economic development, or other type of revolving fund.**

- b. Detail the amount repaid on each float-funded activity.***
- c. Detail all other loan repayments broken down by the categories of housing rehabilitation, economic development, or other.***
- d. Detail the amount of income received from the sale of property by parcel.***

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 total amount of program income for CDBG in 2009 was \$91,725.45.

In 2009, there was no program income repaid on a float-funded activity, nor was there income received from the sale of a property by parcel.

- 9. Prior period adjustments – where reimbursement was made this reporting period for expenditures (made in previous reporting periods) that have been disallowed, provide the following information:***
- a. The activity name and number as shown in IDIS;***
 - b. The program year(s) in which the expenditure(s) for the disallowed activity(ies) was reported;***
 - c. The amount returned to line-of-credit or program account; and***
 - d. Total amount to be reimbursed and the time period over which the reimbursement is to be made, if the reimbursement is made with multi-year payments.***

There were no prior period adjustments where reimbursement for expenditures made in previous reporting periods that have been disallowed.

- 10. Loans and other receivables***
- a. List the principal balance for each float-funded activity outstanding as of the end of the reporting period and the date(s) by which the funds are expected to be received.***
 - b. List the total number of other loans outstanding and the principal balance owed as of the end of the reporting period.***
 - c. List separately the total number of outstanding loans that are deferred or forgivable, the principal balance owed as of the end of the reporting period, and the terms of the deferral or forgiveness.***
 - d. Detail the total number and amount of loans made with CDBG funds that have gone into default and for which the balance was forgiven or written off during the reporting period.***
 - e. Provide a List of the parcels of property owned by the grantee or its subrecipients that have been acquired or improved using CDBG funds and that are available for sale as of the end of the reporting period.***

The City has no float-funded activities that were outstanding at the end of the reporting period, nor did it possess any other outstanding loans that were not deferred or forgivable.

The City of Lawrence offered several deferred or forgivable loan programs. The Comprehensive Rehabilitation Program offered a 0% interest Housing Rehab Loan that required \$50 monthly payments for those borrowers age 62 and under and below 51% of median income, and in all cases the loan is 50% forgiven after owner-

occupancy reaches seven years after the loan commencement date. The remaining balance, either after the seven year mark or before, is due in full after the owner ceases to retain ownership and occupancy. The total number of outstanding Housing Rehab Loans is 114, and the total number of clients making payments toward their half of the loan is 47. The principal balance owed as of July 31, 2009 was \$1,434,998.64.

The Emergency Loan and Furnace Loan programs had no monthly payment requirement, and it was also a 0% interest loan. There is no repayment of any kind so long as the recipient continues to be the owner-occupant of the property, but the loan must be repaid when the recipient ceases to be in the owner-occupant capacity. The total number of these deferred loans is 121 and the total dollar amount owed is \$356,942.49.

The City of Lawrence also holds outstanding loan amounts that are carry over from past housing programs. The HOOT loan and HAND Addition loan programs each required no payment and were 50% forgiven after seven years. The total number of these outstanding loan balances is 124 and the total dollar amount owed is \$1,606,996.44.

There have been no loans made with CDBG funds that have gone into default or had a balance written off or forgiven during the reporting period.

There are no parcels of property owned by the City of Lawrence or our sub-grantees that have been acquired or improved using CDBG funds that were available for sale at the end of the 2009 grant year.

11. Lump sum agreements

- a. Provide the name of the financial institution.**
- b. Provide the date the funds were deposited.**
- c. Provide the date the use of funds commenced.**
- d. Provide the percentage of funds disbursed within 180 days of deposit in the institution.**

The city had no lump sum agreements.

12. Housing Rehabilitation – for each type of rehabilitation program for which projects/units were reported as completed during the program year

- a. Identify the type of program and number of projects/units completed for each program.**
- b. Provide the total CDBG funds involved in the program.**
- c. Detail other public and private funds involved in the project.**

The City of Lawrence utilized \$194,257 for 10 Comprehensive Housing Rehabilitation projects that benefited low to moderate income families. There were also two First Time Homebuyer Rehabilitation projects benefitting two low-moderate income families in the amount of \$111,779. The total amount of housing rehabilitation fund utilized through CDBG was \$306,036.

There were no additional public or private funds utilized in these projects.

13. Neighborhood Revitalization Strategies – for grantees that have HUD-approved neighborhood revitalization strategies

- a. Describe progress against benchmarks for the program year. For grantees with Federally-designated EZs or ECs that received HUD approval for a neighborhood revitalization strategy, reports that are required as part of the EZ/EC process shall suffice for purposes of reporting progress.**

The City of Lawrence did not have a HUD-approved neighborhood revitalization strategy.

Antipoverty Strategy

- 1. Describe actions taken during the last year to reduce the number of persons living below the poverty level.**

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 2009 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 Revitalized Neighborhoods (page 3), Emergency Housing (page 4), Transitional Housing (page 5), Permanent Housing (page 5-6) and Housing Needs (page 17).

NON-HOMELESS SPECIAL NEEDS

Non-homeless Special Needs

*Please also refer to the Non-homeless Special Needs Table in the Needs.xls workbook.

- 1. Identify actions taken to address special needs of persons that are not homeless but require supportive housing, (including persons with HIV/AIDS and their families).**

The City of Lawrence funded The Douglas County AIDS Project (DCAP) \$3,925 in 2009 for their Emergency Financial Assistance Program. This program is designed to help consumers who are in crisis gain/maintain stable, affordable, and suitable housing as an integral part of achieving the best possible quality of life while living with HIV/AIDS.

Funding was also allocated in the amount do \$25,000 to Housing and Credit Counseling, Inc. (HCCI). This provides funding to their Tenant-Landlord program which helps people help themselves to secure adequate, safe, affordable, and equitable rental housing through counseling, support, education, and mediation.

HCCI also is involved with programs and partnerships to offer more extensive life skills and homeless prevention programs.

The Ballard Community Center administers the Emergency Services Council, which offers utility and rental assistance to income qualified members of the community. They were funded \$7,829 in 2009.

Specific HOPWA Objectives

The City does not receive HOPWA funding.

OTHER NARRATIVE

Resale/Recapture

As noted in the City of Lawrence Consolidated Plan for the CDBG/HOME programs as well as the Annual Plan Update, HOME funds are allocated for a First Time Homebuyer Program. This program, administered in partnership with Tenants to Homeowners, Inc. which is the City's designated Community Housing Development Organization (CHDO), is the Lawrence Community Housing Trust (LCHT). The LCHT was instituted in Lawrence to preserve long term affordable housing for Lawrence residents with low and moderate incomes. The City and TTH have long partnered in providing a homebuyer program. The City provides funding, technical assistance, and oversight to TTH, and TTH in turn, does outreach for potential homebuyers, provides the pre-purchase education, and generally administers the program. The LCHT First Time Homebuyer Program supersedes the City's previous First Time Homebuyer Program known as the HOOT Program, or Homeowners Out of Tenants.

As required by HOME regulations, to ensure affordability for the program, the City has elected to impose resale requirements. Current resale requirements of the program ensure that the housing is made available for subsequent purchase only to a buyer whose family qualifies as a low-income family and will use the property as its principal residence. Through a previously determined and agreed formula, the house is sold to the eligible buyer for substantially less than the home's market appraised value and LCHT leases the land to the buyer for \$25 per month. The affordability period is maintained by a land-lease agreement between the buyer and LCHT and this agreement is protected with deed restrictions and a lien signed by the buyer. Due to the subsidy, the housing is affordable to the new homebuyer and the seller gains equity from mortgage payments, improvements made to the land and 25% of the market appreciation since the initial purchase of the property, thus providing the original HOME-assisted owner a fair return on investment.

**Annual Performance Report
HOME Program**U.S. Department of Housing
and Urban Development
Office of Community Planning
and DevelopmentOMB Approval No. 2506-0171
(exp. 8/31/2009)

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 08/01/2009	Ending 07/31/2010	10/25/2010

Part I Participant Identification

1. Participant Number M-09-MC-20-0205	2. Participant Name City of Lawrence, Kansas		
3. Name of Person completing this report Margene K. Swarts	4. Phone Number (Include Area Code) 785-832-7700		
5. Address P.O. Box 708 - 1 Riverfront Plaza, Level 1, Suite 110	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	29940.21	29940.21	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	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	0	0				
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					

IDIS	U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT OFFICE OF COMMUNITY PLANNING AND DEVELOPMENT PR 26 - CDBG Financial Summary Report	DATE: 10/22/2010 TIME: 3:47:41 pm PAGE: 1/2
Grantee	LAWRENCE, KS	
Program Year	2009	
PART I: SUMMARY OF CDBG RESOURCES		
01 UNEXPENDED CDBG FUNDS AT END OF PREVIOUS PROGRAM YEAR	844,866.84	
02 ENTITLEMENT GRANT	807,774.00	
03 SURPLUS URBAN RENEWAL	0.00	
04 SECTION 108 GUARANTEED LOAN FUNDS	0.00	
05 CURRENT YEAR PROGRAM INCOME	93,925.45	
06 RETURNS	0.00	
07 ADJUSTMENT TO COMPUTE TOTAL AVAILABLE	0.00	
08 TOTAL AVAILABLE (SUM, LINES 01-07)	1,746,566.29	
PART II: SUMMARY OF CDBG EXPENDITURES		
09 DISBURSEMENTS OTHER THAN SECTION 108 REPAYMENTS AND PLANNING/ADMINISTRATION	885,899.21	
10 ADJUSTMENT TO COMPUTE TOTAL AMOUNT SUBJECT TO LOW/MOD BENEFIT	0.00	
11 AMOUNT SUBJECT TO LOW/MOD BENEFIT (LINE 09 + LINE 10)	885,899.21	
12 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION	106,207.22	
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)	992,106.43	
16 UNEXPENDED BALANCE (LINE 08 - LINE 15)	754,459.86	
PART III: LOW/MOD 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	885,899.21	
20 ADJUSTMENT TO COMPUTE TOTAL LOW/MOD CREDIT	0.00	
21 TOTAL LOW/MOD CREDIT (SUM, LINES 17-20)	885,899.21	
22 PERCENT LOW/MOD CREDIT (LINE 21/LINE 11)	100.00%	
LOW/MOD BENEFIT FOR MULTI-YEAR CERTIFICATIONS		
23 PROGRAM YEARS(PY) COVERED IN CERTIFICATION	PY: 2009 PY: PY:	
24 CUMULATIVE NET EXPENDITURES SUBJECT TO LOW/MOD BENEFIT CALCULATION	0.00	
25 CUMULATIVE EXPENDITURES BENEFITING LOW/MOD PERSONS	0.00	
26 PERCENT BENEFIT TO LOW/MOD PERSONS (LINE 25/LINE 24)	0.00%	
PART IV: PUBLIC SERVICE (PS) CAP CALCULATIONS		
27 DISBURSED IN IDIS FOR PUBLIC SERVICES	124,748.07	

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IDIS	U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT OFFICE OF COMMUNITY PLANNING AND DEVELOPMENT PR 26 - CDBG Financial Summary Report	DATE: 10/22/2010 TIME: 3:47:41 pm PAGE: 2/2
28 PS UNLIQUIDATED OBLIGATIONS AT END OF CURRENT PROGRAM YEAR	15,027.05	
29 PS UNLIQUIDATED OBLIGATIONS AT END OF PREVIOUS PROGRAM YEAR	0.00	
30 ADJUSTMENT TO COMPUTE TOTAL PS OBLIGATIONS	0.00	
31 TOTAL PS OBLIGATIONS (LINE 27 + LINE 28 - LINE 29 + LINE 30)	139,775.12	
32 ENTITLEMENT GRANT	807,774.00	
33 PRIOR YEAR PROGRAM INCOME	137,234.21	
34 ADJUSTMENT TO COMPUTE TOTAL SUBJECT TO PS CAP	0.00	
35 TOTAL SUBJECT TO PS CAP (SUM, LINES 32-34)	945,008.21	
36 PERCENT FUNDS OBLIGATED FOR PS ACTIVITIES (LINE 31/LINE 35)	14.79%	
PART V: PLANNING AND ADMINISTRATION (PA) CAP		
37 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION	106,207.22	
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)	106,207.22	
42 ENTITLEMENT GRANT	807,774.00	
43 CURRENT YEAR PROGRAM INCOME	93,925.45	
44 ADJUSTMENT TO COMPUTE TOTAL SUBJECT TO PA CAP	0.00	
45 TOTAL SUBJECT TO PA CAP (SUM, LINES 42-44)	901,699.45	
46 PERCENT FUNDS OBLIGATED FOR PA ACTIVITIES (LINE 41/LINE 45)	11.78%	

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