



City of Lawrence

PLANNING & DEVELOPMENT SERVICES

2019 CAPER



Consolidated Plan 2018-2022

CR-05 - Goals and Outcomes

Progress the jurisdiction has made in carrying out its strategic plan and its action plan. 91.520(a)

In the 2019 program year, COVID-19 lead to an increase in the demand for local public service dollars, and at the same time a slowdown in other areas. Emergency and Furnace loan demand decreased, Accessibility Modification needs from CDBG decreased, and Housing and Credit Counseling saw a decrease in traffic due to the eviction moratorium. The public service agencies spent the majority of their funds, and the Municipal Services and Operations department in the City completed the 2018 sidewalk program. Two traffic-related items were completed as the Lawrence-Douglas County Housing Authority gained a hybrid beacon and North Lawrence had a traffic-calming speed cushion completed. As with previous years, staff is seeing an increase in applications and a decrease in resources. Two Comprehensive Rehabilitations were completed, and staff continued to work with the Affordable Housing Advisory Committee on new Affordable Housing Trust Fund projects that brought some of the AFH goals to the table.

Comparison of the proposed versus actual outcomes for each outcome measure submitted with the consolidated plan and explain, if applicable, why progress was not made toward meeting goals and objectives. 91.520(g)

Goal	Category	Source / Amount	Indicator	Unit of Measure	Expected – Strategic Plan	Actual – Strategic Plan	Percent Complete	Expected – Program Year	Actual – Program Year	Percent Complete
Accessibility Modifications	Affordable Housing Non-Homeless Special Needs	CDBG: \$14,255	Rental units rehabilitated	Household Housing Unit	30	9	30.00%	3	1	33.33%
Accessibility Modifications (includes Activity Delivery costs)	Affordable Housing Non-Homeless Special Needs	CDBG: \$4,817.98	Homeowner Housing Rehabilitated	Household Housing Unit	0	1	100%	3	1	33.33%

Administration (includes CHDO Operating)	Administration	CDBG: \$148,044 / HOME: \$61,888	Other – Administration Only	Grant Administration	1	1	100.00%	1	1	100.00%
Comprehensive Housing Rehabilitation (includes Activity Delivery costs)	Affordable Housing	CDBG: \$74,363	Homeowner Housing Rehabilitated	Household Housing Unit	10	1	10.00%	2	1	50.00%
Emergency and Furnace Loans (includes Activity Delivery Costs)	Affordable Housing	CDBG: \$77,974	Homeowner Housing Rehabilitated	Household Housing Unit	80	34	42.50%	16	15	93.75%
Energy Improvements – Weatherization (includes Activity Delivery Costs)	Affordable Housing	CDBG: \$41,650	Homeowner Housing Rehabilitated	Household Housing Unit	100	29	29.00%	20	12	60.00%
First Time Homebuyer Assistance	Affordable Housing	HOME: \$51,135	Direct Financial Assistance to Homebuyers	Households Assisted	15	9	60.00%	3	4	133.33%

Homeless Services - Shelter	Homeless Non-Homeless Special Needs	CDBG: \$48,730	Homeless Person Overnight Shelter	Persons Assisted	625	486	96.32%	125	370	296.00%
Infrastructure (sidewalks, Neighborhood Infrastructure and Activity Delivery Costs)	Non-Housing Community Development	CDBG: \$416,830	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit *Total of census tracts where improvements were located	Persons Assisted	6000	16,485	0.00%	1200	11,925 (*)	993.75%
Neighborhood Assistance (Neighborhood Communications)	Neighborhoods	CDBG: \$15,066	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted (low-mod population of area)	18629	16350	87.77%	8080	8080	100.00%

Public Facility (Agency – Activity Deliver only – Projects will complete in 2020PY)	Non-Housing Community Development	CDBG: \$11,650	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	500	89	17.80%	100	0	0.00%
Property Acquisition/New Construction	Affordable Housing	HOME: \$85,000	Homeowner Housing Added	Household Housing Unit	10	5	50.00%	2	4	200.00%
Public Services (Credit Counseling)	Non-Homeless Special Needs	CDBG: \$5,950	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	620	163	26.29%	124	70	56.45%
Public Services (rent/utility subsidy)	Non-Homeless Special Needs	CDBG: \$29,813)	Homelessness Prevention	Persons Assisted	460	364	79.13%	140	140	100.00%
Tenant-Based Rental Assistance (PY 2017, 2018, 2019)	Affordable Housing Public Housing Homeless	HOME: \$244,382	Tenant-based rental assistance / Rapid Rehousing	Households Assisted	100	39	39.00%	20	24	120.00%

Table 1 - Accomplishments – Program Year & Strategic Plan to Date

Assess how the jurisdiction’s use of funds, particularly CDBG, addresses the priorities and specific objectives identified in the plan, giving special attention to the highest priority activities identified.

The Community Development Advisory Committee is the body that made the decisions for the 2019 CDBG and HOME Program Year. The

committee continued to use the Step Up to Better Housing Strategy which is included in this packet. The Strategy aligns with the Consolidated Plan in that all the projects must have a housing or neighborhood revitalization theme.

The City of Lawrence developed a strategy to address five priorities: revitalized neighborhoods, emergency housing, transitional housing, permanent housing, and community facilities. The strategies within these five priorities were addressed in the following ways (not limited to):

1. Promote neighborhood improvement.

Actions: The City of Lawrence provided funding to low-moderate income neighborhoods to assist with operations, coordinator vendors, and neighborhood cleanup costs. Amount expended was \$15,066.

The North Lawrence Improvement Association received three speed cushions and the intersection serving the Lawrence-Douglas County Housing Authority received a crosswalk signal at a total of \$53,696.

The City's Municipal Services and Operations Department completed a sidewalk gap infill project that provided completed sidewalk access in low-moderate income neighborhoods at a total of \$363,134

The City provided homeowner rehab to low-income homeowners in the form of Comprehensive Housing Rehabilitation, Emergency and Furnace Loans, and Weatherization in the amount of \$193,987.

2. Consider emergency shelter/emergency service needs when investing available funds.

Actions: The City spent a total of \$48,730 in CDBG funds to address emergency shelter needs.

The City invested \$29,813 in rent and utility assistance for low income households.

The City provided Housing and Credit Counseling with \$5,950 in funding to provide credit counseling.

3. Consider transitional housing needs when investing available funds.

Actions: During the 2019 program year, the Tenant-Based Rental Assistance (TBRA) program not only began housing families in the 2019 program year, but continued to house families from the 2017 and 2018 program years due to the 24-month nature of this program. For the three TBRA programs running currently, a total of \$244,382 has been expended in the 2019 program year. In the 2019 Program Year, 24 families were enrolled in the TBRA program. The total over the 2017-2019 program years is 53 families receiving assistance.

4. Continue to invest funds in homebuyer assistance.

Actions: The City expended \$51,135 in HOME funds for general homebuyer assistance.

5. Consider supportive service needs for low-income elderly and persons with disabilities when investing available funds.

Actions: The City spent a total of \$19,073 in CDBG funds on permanent housing activities for persons with disabilities.

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CR-10 - Racial and Ethnic composition of families assisted

Describe the families assisted (including the racial and ethnic status of families assisted).

91.520(a)

	CDBG	HOME
White	357	27
Black or African American	105	14
Asian	3	0
American Indian or American Native	25	1
Native Hawaiian or Other Pacific Islander	7	0
Total	497	42
Hispanic	38	3
Not Hispanic	542	41

Table 2 – Table of assistance to racial and ethnic populations by source of funds

Narrative

As of the 2014 - 2018 American Community Survey Five-Year Estimates, Lawrence was home to approximately 95,294 people, 21,124 of whom were members of racial and ethnic minority groups. There are no specific areas of minority concentration within the City of Lawrence. According to the same survey, the median income of households in Lawrence was \$50,429 and 21.8% of individuals were in poverty. According to 2013-17 CHAS data, there were 36,360 households in Lawrence, and the percentage of households who earn less than 80% of the area median income and are therefore classified as low-or moderate-income by HUD was 47.96% of the city-wide population for whom household income could be determined. Funding for the 2019 program year was targeted toward these low and moderate income neighborhoods or toward activities that benefit all residents of the city who are low or moderate income.

CR-15 - Resources and Investments 91.520(a)

Identify the resources made available

Source of Funds	Source	Resources Made Available	Amount Expended During Program Year
CDBG	public - federal	1,021,890	889,144
HOME	public - federal	426,987	442,405

Table 3 - Resources Made Available

Narrative

As with each program year, some non-public service projects run over the course of several program years.

Identify the geographic distribution and location of investments

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description
City of Lawrence	100	100	All Projects were completed within the City of Lawrence. There were no designated target areas.

Table 4 – Identify the geographic distribution and location of investments

Narrative

The 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, 2019 through July 31, 2020. 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 October 23, 2020. The availability of both the draft report and the final report was advertised in the local newspaper, on the City's social media accounts, and via press release to interested parties. The complete document was available for review on the City's website www.lawrenceks.org/pds/reports_plans. The public hearing is to be held on November 9, 2020 at the

meeting of the Affordable Housing Advisory Board.

Leveraging

Explain how federal funds leveraged additional resources (private, state and local funds), including a description of how matching requirements were satisfied, as well as how any publicly owned land or property located within the jurisdiction that were used to address the needs identified in the plan.

The City continues to identify match contributions for the HOME program. Thus far, match has been provided from projects meeting HUD's criteria for affordable housing activities (some with partial federal funding and some with no federal funding), including houses built or rehabilitated for sale to income-eligible buyers through the Lawrence Community Housing Trust, and houses built by Habitat for Humanity for sale to income-eligible families. The HOME program match has been obtained primarily from the following sources: (1) cash from non-federal sources for eligible affordable housing projects, such as cash donations from project supporters or grants from state or local government funds; (2) forgone fees and charges for building permits, building permit plan reviews and demolition permits required for such eligible projects; (3) the appraised market value of real property donations for such eligible projects; and (4) the value of donated project design services, donated site preparation services, donated project construction materials and/or donated project labor for such eligible projects. Moving forward, the City will continue to identify HUD-eligible affordable housing activities, which may include new or additional affordable housing activity providers, and which may also include additional/new HOME program match contribution sources such as grants provided for projects through the City's Affordable Housing Trust Fund (supported by a new City sales tax initiated in 2018) or forgone fees and charges for items such as City or County taxes, land development fees, or certain City water and sewer utility fees.

City staff inadvertently left out a 2018 Program Income entry for the HOME program. \$13,451.14 was received on January 25, 2018 for the 2018 program year. Since IDIS will not allow for entering program income for the previous year, HUD Exchange guidance said to note the CAPER and receipt the money in as 2019 program income. This \$13,451.14 was included in the 2018 program income numbers for the HOME program and was applied to the TBRA project in the 2019 program year per HUD regulations.

Fiscal Year Summary – HOME Match	
1. Excess match from prior Federal fiscal year	0
2. Match contributed during current Federal fiscal year	56,882
3. Total match available for current Federal fiscal year (Line 1 plus Line 2)	56,882
4. Match liability for current Federal fiscal year	32,981
5. Excess match carried over to next Federal fiscal year (Line 3 minus Line 4)	23,901

Table 5 – Fiscal Year Summary - HOME Match Report

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Match Contribution for the Federal Fiscal Year								
Project No. or Other ID	Date of Contribution	Cash (non-Federal sources)	Foregone Taxes, Fees, Charges	Appraised Land/Real Property	Required Infrastructure	Site Preparation, Construction Materials, Donated labor	Bond Financing	Total Match
1309 Prospect	06/27/2019	0	1,358	0	0	0	0	1,358
1316 E 15th	07/18/2019	0	800	0	0	0	0	800
1445 Prairie	07/18/2019	0	800	0	0	0	0	800
217 N 8th Street	08/29/2019	0	800	0	0	0	0	800
Habitat Community Foundation Sponsor 217 N 8th	12/28/2018	1,400	0	0	0	0	0	1,400
Habitat Corporate Foundation Sponsor 217 N 8th	03/29/2019	1,500	0	0	0	0	0	1,500
Habitat Institutional Sponsor 1	10/04/2019	2,680	0	0	0	0	0	2,680
Habitat Institutional Sponsor 2	08/29/2019	11,000	0	0	0	0	0	11,000

Match Contribution for the Federal Fiscal Year								
Project No. or Other ID	Date of Contribution	Cash (non-Federal sources)	Foregone Taxes, Fees, Charges	Appraised Land/Real Property	Required Infrastructure	Site Preparation, Construction Materials, Donated labor	Bond Financing	Total Match
TTH Fundraising FFY2019 (attached)	01/01/2019	36,545	0	0	0	0	0	36,545

Table 6 – Match Contribution for the Federal Fiscal Year

HOME MBE/WBE report

Program Income – Enter the program amounts for the reporting period				
Balance on hand at begin-ning of reporting period \$	Amount received during reporting period \$	Total amount expended during reporting period \$	Amount expended for TBRA \$	Balance on hand at end of reporting period \$
53,807	0	21,021	21,021	32,786

Table 7 – Program Income

Minority Business Enterprises and Women Business Enterprises – Indicate the number and dollar value of contracts for HOME projects completed during the reporting period						
	Total	Minority Business Enterprises				White Non-Hispanic
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	
Contracts						
Dollar Amount	0	0	0	0	0	0
Number	0	0	0	0	0	0
Sub-Contracts						
Number	0	0	0	0	0	0
Dollar Amount	0	0	0	0	0	0
	Total	Women Business Enterprises	Male			
Contracts						
Dollar Amount	0	0	0			
Number	0	0	0			
Sub-Contracts						
Number	0	0	0			
Dollar Amount	0	0	0			

Table 8 - Minority Business and Women Business Enterprises

Minority Owners of Rental Property – Indicate the number of HOME assisted rental property owners and the total amount of HOME funds in these rental properties assisted						
	Total	Minority Property Owners				White Non-Hispanic
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	
Number	0	0	0	0	0	0
Dollar Amount	0	0	0	0	0	0

Table 9 – Minority Owners of Rental Property

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						
Parcels Acquired		0	0			
Businesses Displaced		0	0			
Nonprofit Organizations Displaced		0	0			
Households Temporarily Relocated, not Displaced		0	0			
Households Displaced	Total	Minority Property Enterprises				White Non-Hispanic
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	
Number	0	0	0	0	0	0
Cost	0	0	0	0	0	0

Table 10 – Relocation and Real Property Acquisition

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CR-20 - Affordable Housing 91.520(b)

Evaluation of the jurisdiction's progress in providing affordable housing, including the number and types of families served, the number of extremely low-income, low-income, moderate-income, and middle-income persons served.

	One-Year Goal	Actual
Number of Homeless households to be provided affordable housing units	20	24
Number of Non-Homeless households to be provided affordable housing units	41	34
Number of Special-Needs households to be provided affordable housing units	5	2
Total	66	60

Table 11 – Number of Households

	One-Year Goal	Actual
Number of households supported through Rental Assistance	20	24
Number of households supported through The Production of New Units	2	4
Number of households supported through Rehab of Existing Units	44	28
Number of households supported through Acquisition of Existing Units	0	4
Total	66	60

Table 12 – Number of Households Supported

Discuss the difference between goals and outcomes and problems encountered in meeting these goals.

For Rental Assistance, the number used is our Tenant-Based Rental Assistance program (TBRA). The amount of households that can be helped is based on the family size of the applicants to the PHA, and how much they were allocated. There were some larger families this year, so the number of households that the funds can assist has shrunk. The Production of New Units includes CHDO activities and Habitat activities. The Rehab of Existing Units includes Comprehensive Housing Rehabilitation, Weatherization,

Emergency and Furnace Loans. The acquisition was a First-time Homebuyer project which paid down subsidy in order to bring a unit into the Lawrence Community Housing Trust.

As mentioned earlier in this document, the pandemic slowed down not only housing rehabilitation projects, but also projects like credit counseling and rent assistance. That is the reason for the differences in those related items.

Discuss how these outcomes will impact future annual action plans.

The goals are set and for the most part accurately reflect the outcomes that the city saw for the 2018 program year and anticipated seeing in the 2019 program year. As mentioned, there were outside elements that caused some goals to be unmet. There continues to be situations where projects will start in one grant year and end in another, so while the one year numbers may not reflect progress, over the course of a two-three year period these amounts should balance. The city will continue to utilize projections from the subrecipients when estimating assisted households. The City will continue to monitor the goals set forth in the Consolidated Plan and adjust moving forward as needed.

Include the number of extremely low-income, low-income, and moderate-income persons served by each activity where information on income by family size is required to determine the eligibility of the activity.

Number of Households Served	CDBG Actual	HOME Actual
Extremely Low-income	132	24
Low-income	57	3
Moderate-income	51	3
Total	240	30

Table 13 – Number of Households Served

Narrative Information

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

According to the Step Up to Better Housing strategy, the following strategies apply to permanent housing: STRATEGIES: Continue to invest funds for homebuyer assistance; Consider supportive service needs for low-income elderly, persons with disabilities, and other at-risk populations when investing available funds; Continue to invest funds in rehabilitation, weatherization, and emergency funds; Secure more tenant-based rental assistance; Encourage landlords to accept tenants who receive rental assistance;

Encourage landlords to accept tenants with poor or criminal histories; Facilitate proper code enforcement;
Support agencies that provide housing stabilization services.

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CR-25 - Homeless and Other Special Needs 91.220(d, e); 91.320(d, e); 91.520(c)

Evaluate the jurisdiction's progress in meeting its specific objectives for reducing and ending homelessness through:

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

The City, for the 13th year, allocated funding for Homeless Initiatives from its General Fund including \$160,000 for a homeless outreach team of three. In addition, the City funded \$6,000 to the Salvation Army for bus passes to be utilized among partner agencies to assist homeless individuals with transportation, and \$6,000 to the Willow Domestic Violence Center for public outreach. The City allocated \$89,000 from the Special Alcohol Fund to Lawrence Community Shelter for Case Management. The City also donated \$15,000 worth of bus passes to the Lawrence Community Shelter for use in 2019. All of these activities have helped to assist agencies in reaching out to homeless persons.

Through the PATH grant, Bert Nash Community Mental Health Center conducted homeless outreach for people who are mentally ill. Additionally, through a contract with the City of Lawrence, Bert Nash managed an outreach team of three, 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. The Lawrence Community Shelter, Success by 6, Catholic Charities of Northeast Kansas, The Salvation Army, Housing & Credit Counseling, Inc. and Independence, Inc. are all agencies that do intake, outreach, or assessment and some receive CDBG funding.

In addition, the Lawrence/Douglas County Continuum of Care region has implemented Coordinated Entry so there is another level of intake and assessment occurring on top of the usual avenues.

Addressing the emergency shelter and transitional housing needs of homeless persons

The Lawrence Community Shelter provided the only overnight shelter for homeless individuals and families. 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 services, with an emphasis on employment, for people experiencing homelessness or who are at-risk of homelessness. The Lawrence Community Shelter continued to receive CDBG support for emergency housing activities.

The Lawrence-Douglas County Housing Authority (LDCHA) operates a transitional housing program using HOME TBRA funds which serves approximately 20 families, or 60+ 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 Department of Children and Families (DCF), Family Promise of Lawrence, Douglas County Sheriff's Office Reentry Program, ECKAN, Lawrence Community Shelter, Catholic Charities of NE Kansas, 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 2019 fiscal year (1/1/19 -12/31/19) the LDCHA received HOME funds from the City of Lawrence, and with those funds they served 10 homeless households and 22 total individuals (11 adults, 11 children) 5 households continue to search for housing and will be funded from 2019 grant. They have assisted 972 homeless households since 1999, with an overall program successful completion rate of 84%. The City and County also provided funding for the New Horizons program through LDCHA which served families that are guests at the Lawrence Community Shelter and helped them obtain housing utilizing the same structure as the TBRA program. That program served 24 homeless families with 90 total individuals, 60 being children with a success rate of 79%. This program provides up to 24 months of subsidy and case management for the families who are participating.

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

With the final expenditure of the Homelessness Prevention and Rapid Rehousing funds in February of 2012, the City of Lawrence has continued to apply to the State of Kansas Housing Resources Corporation for Emergency Solutions Grant funding for HPRP-type activities. In 2019 Catholic Charities of Northeast Kansas provided the HPRP-type assistance for the City. Case management is an extremely large part of this activity, and those who are able to be successful and stabilized are assisted. The case manager continues to work with the families/individuals throughout the process, and sometimes a team of case managers are brought to the table for stabilization purposes. Catholic Charities partners with the Lawrence Community Shelter, along with other agencies, to provide services and identify families who are in need of housing. There are numerous other agencies in Lawrence and Douglas County who provide one-time assistance that are working to keep people housed as well. These agencies have indicated that there has been a rise in the demand for assistance as the economic situation has worsened. Professionals agree that many residents are a single paycheck away from experiencing homelessness.

Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that

individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again

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 Salvation Army continued their Transitional Housing program in program year 2019 as well. The TH program is able to serve four to five individuals or families. In the 2020 program year, The Lawrence Douglas County Housing Authority is going to be taking over administration of this program.

The City's Affordable Housing Trust Fund additionally funded one program that worked to assist homeless households in housing stabilization. The New Horizons program is a program created by the LDCHA that mirrors the framework of the TBRA program, only it requires that the households being assisted be family households from the Lawrence Community Shelter. LDCHA partnered with Family Promise of Lawrence who provides the case management services.

A full sheltered/unsheltered homeless Point in Time count was conducted statewide on January 22, 2020 and 408 people were identified in Lawrence and Douglas County as literally homeless. This was an increase of 12 people from the January 2019 count. Of the 408 literally homeless, 148 were in emergency shelters, 185 were in transitional housing, and 75 were unsheltered. Within those numbers, 72 individuals met the definition of chronically homeless (having been homeless for one year or more, or having had four or more instances of homelessness in the past three years and having a disabling condition). The next full sheltered/unsheltered count will occur in January 2021.

The Lawrence Unified School District (USD 497) indicates that there are additional elementary age students (grades K-6) and secondary age students (grades 7-12) in the district that qualify as homeless under the McKinney-Vento Act, which includes families that are doubled-up or staying with family or friends. For the 2020 point-in-time count, doubled up families were not counted because this data was not reported to HUD. With varying definitions of homelessness used by agencies, it is difficult to paint a true picture of the extent of the problem.

The Douglas County Jail has developed an extensive re-entry program that includes a housing component. The LDCHA receives state HOME funding for re-entry housing vouchers.

CR-30 - Public Housing 91.220(h); 91.320(j)

Actions taken to address the needs of public housing

The Lawrence-Douglas County Housing Authority's vision is to transform lives through accessible, affordable housing opportunities for all Douglas County residents. Their mission is to preserve and expand affordable housing, and provide opportunities for participants to thrive through services and partnerships. Primary to this is the sound management, maintenance, and preservation of its public housing inventory according to the highest standards of the housing industry while at the same time providing responsible and responsive assistance to those they serve. (LDCHA website, www.ldcha.org). In 2019 the LDCHA served 1,416 total households which included 2,730 people including 966 children. Of the households served, 502 were senior households with an average income of \$16,477, 479 households were working households with an average income of \$25,112, and 454 households were ones for people with disabilities holding an average income of \$13,864. Of all those households, 175 were homeless at time of entry into LDCHA programs. The LDCHA received HOME funds from the City of Lawrence, and the City and County also provided funding for a program through LDCHA which served families in the homeless shelter and helped them obtain housing in much the same structure as the TBRA program.

Additionally, LDCHA runs programs that assist youth exiting foster care programs (five youth assisted), families fleeing domestic violence (ten households), and citizens exiting incarceration through the Re-Entry Program (five households). LDCHA also offers a Full Circle Youth Program, a vehicle repair program, and resident services.

The LDCHA 2019 Annual Report can be found at ldcha.org.

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

In 1999, the LDCHA was selected to participate in the Moving to Work (MTW) Demonstration program. This is a Congressional Demonstration program that granted broad waivers from federal housing regulations for the purpose of moving households toward self-sufficiency through employment. The LDCHA has adopted a number of initiatives aimed at meeting this objective, including the initial adoption of a new rent structure and work requirement for all non-elderly/non-disabled adults. The LDCHA has achieved great success at moving residents toward self-sufficiency.

The LDCHA Resident Services Office (RSO) runs several self-sufficiency programs supported by MTW initiatives, including employment, education, financial literacy/homeownership, and youth programs. The Employment Program served 325 unique individuals in 2019 with resume building, job application assistance, and interview preparation. Education supports include GED, vocational, and post-secondary academic coaching including FAFSA assistance. As tenants improve their self-sufficiency by increasing their income, they are encouraged to join the Home Ownership Program (HOP). This program includes one-on-one coaching and group workshops for first time homebuyer education. A savings-matching grant

of up to \$3,000 is available to assist MTW participants at closing with purchasing a home and leaving low income assisted housing programs. Since the program started in 2001, 101 households have purchased homes (6 in 2019 with 14 households currently in the program). The LDCHA partners with Lawrence Habitat for Humanity, Tenants to Homeowners, and several clients purchase in the traditional market. Additionally, the LDCHA offers a Car Repair program that eliminates a barrier to employment and education by repairing a family's personal vehicle. In 2019, 23 households were able to maintain employment or stay in school due to the Car Repair program. The award winning Full Circle Youth Program focuses on art, education, and fitness to address childhood risk factors that contribute to intergenerational poverty. Located on-site at Edgewood Homes, the Full Circle Youth Program addresses the unique needs of public housing children where they live.

Actions taken to provide assistance to troubled PHAs

The Lawrence-Douglas County Housing Authority is a high-performing agency. There have been no actions that have been required to provide assistance as they are not designated as "troubled".

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CR-35 - Other Actions 91.220(j)-(k); 91.320(i)-(j)

Actions taken to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment. 91.220 (j); 91.320 (i)

The city has adopted the 2018 International Code Council construction codes (Building, Residential, Fire, Energy, Mechanical, Plumbing and Fuel Gas) and the 2017 National Electrical Code. The 2018 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 standards are enforced through the city's rental licensing program, which requires all rental dwelling units in the city to be annually licensed, with a minimum representative sample of a licensed property owner's total rental dwelling unit portfolio inspected by the city every three years (27 rental program minimum life safety and maintenance standards are enforced under the rental program in addition to the city's minimum housing code standards). All code standard deficiencies identified during rental program inspections must be promptly corrected to maintain the required license, and noncomplying owners are prosecuted in municipal court when corrections are not resolved, and a license is not maintained. All other minimum housing code standards compliance 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.

Lawrence has an Affordable Housing Advisory Board which is charged with administering the City's Housing Trust Fund, which is funded under the Capital Improvement Plan and a dedicated sales tax. They are asked to advise the City Commission on affordable housing policy, recommend funding of the Trust Fund as well as the allocations from the Trust Fund, and to develop an affordable housing strategy.

Actions taken to address obstacles to meeting underserved needs. 91.220(k); 91.320(j)

The City continued to derive strategy and priorities for housing and community development through the Step Up to Better Housing strategy, which was developed cooperatively with public and private agencies and community groups. Housing, housing services, and community development are the focus of the strategy, which is divided into five areas: emergency housing, transitional housing, permanent housing and revitalized neighborhoods. The primary obstacle to meeting all of the identified needs, including those identified as high priorities is the general lack of funding resources available to the public and private agencies who serve low and moderate income residents. Lawrence, due to being an entitlement community, is not eligible for state CDBG or HOME programs. Limited State HOME dollars are available for community development activities through the City's CHDO, and the city's general fund has been stretched to overcome stagnant property and sales tax revenues. This leaves little room for expansion of

community development funding at the local level. Furthermore, the City of Lawrence's entitlement grants have been reduced over the last several years further limiting the funds available to address the needs in the community. That is not to say that the City has not worked to find funding sources for housing and the underserved. The City will be entering into year five of the current Capital Improvement Plan which has allocated around \$300,000 per year to affordable housing activities through the Affordable Housing Trust Fund, and the City recently had a sales tax passed by voters to repurpose .05% sales tax to affordable housing activities. This began in April of 2019.

Actions taken to reduce lead-based paint hazards. 91.220(k); 91.320(j)

The city will ensure that all federally funded improvement programs for the existing housing stock use lead hazard reduction activities including evaluating lead hazard risk and using only lead free paint. Staff distributes Renovate Right pamphlets, published by the Environmental Protection Agency. The Community Development Division has staff certified as Lead Hazard Risk Assessors and Lead-Based Paint Inspectors. They have also received and provided training in Lead Safe Work Practices. In homes tested for lead-based paint, if it is determined lead is present, lead and structural rehabilitation is conducted and Lead Safe Work Practices are utilized.

The majority of Lawrence's housing stock was built prior to 1978 (estimated at 15,338 units), and because of the age of the housing there is a high prevalence of substandard units and units containing lead-based paint. In the Comprehensive Rehab program, all owner-occupied homes constructed prior to 1978 participating in the program are tested for lead-based paint. Based on data collection for those homes in the program that have been tested for lead-based paint, it can be estimated that there are 13,634 homes in Lawrence with lead-based paint hazards. Many of these units are occupied by low-moderate income persons. The city will ensure that all federally funded improvement programs for the existing housing stock use lead hazard reduction activities including evaluating lead hazard risk and using only lead free paint. Staff distributes Renovate Right pamphlets, published by the Environmental Protection Agency.

The Policy and Procedures for the Community Development Division (CDD) housing programs specifically state that "In homes tested for lead-based paint, if it is determined lead is present, lead and structural rehabilitation costs must be less than the program loan limit or the applicant must provide necessary additional funds." Lead-Based paint is not ignored within CDD programs. Lead-based paint inspections determine whether lead-based paint is present in a house, dwelling unit, residential building, or child-occupied facility, including common areas and exterior surfaces, and if present, which building components contain lead-based paint. A surface-by-surface inspection to determine the presence of lead-based paint is conducted. All inspections are done by a licensed lead-based paint risk assessor or paint inspector. HUD lead-based paint standards are used for a determination of the presence of lead-based paint as defined by Title X of the Housing and Community Development Act of 1992. Inspection reports and clearance findings are retained in the client file.

Actions taken to reduce the number of poverty-level families. 91.220(k); 91.320(j)

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

In 2019 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, Emergency Housing, Transitional Housing, Permanent Housing and Housing Needs.

Actions taken to develop institutional structure. 91.220(k); 91.320(j)

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.

Actions taken to enhance coordination between public and private housing and social service agencies. 91.220(k); 91.320(j)

Lawrence has a very strong commitment to agency coordination, and because of this commitment and the effort to bring community agencies and providers together this has been very successful. City staff attends quarterly meetings at the Lawrence-Douglas County Housing Authority as well as monthly with the team at the Bert Nash Mental Health Center for coordinated entry. Agendas for advisory committees are structured as to obtain reports and feedback from community partners. Because of the effort to bring all stakeholders to the table no matter what the issue or discussion, there is a strong knowledge of community resources among the agencies. Lawrence is home to a very strong referral network and very effective discussions regarding needs analysis and service delivery.

The addition of the Affordable Housing Advisory Board has further elevated these partnerships, specifically with the developer and home builder community. Members of this community both attend meetings and sit on the board itself. The board consists of representatives from the Housing Authority, the CHDO, the faith-based community, homeless service providers, recipients of subsidized housing efforts, home builder community, Habitat for Humanity, the City Commission, and the County Commission. The local Housing Trust Fund has allowed for partnership projects as well, such as between the DV services provider and the CHDO, the CHDO and the University, and the local Housing Authority and the local Family Promise chapter.

With the inclusion of the CARES Act funding, these partnerships grew and collaborative housing projects were created out of necessity. An influx of Rapid-Rehousing and Homeless Prevention funding to the community allowed for creative and effective program creation and execution. The Lawrence/Douglas County Housing Collaborative works in conjunction with the Coordinated Entry process to house, re-house, and stabilize renters in the community at risk of homelessness. The commitment to case management and success of the program will have lasting impacts on the community.

Identify actions taken to overcome the effects of any impediments identified in the jurisdictions analysis of impediments to fair housing choice. 91.520(a)

The City of Lawrence has an accepted Assessment of Fair Housing (AFH). The AFH does indicate that Lawrence has done well in avoiding systematic impediments to fair housing choice, although affordability remains an important challenge. City ordinances, regulations, administrative policies, procedures and practices do not impede housing choice. The rental and homebuyer market, however, continue to remain at higher levels than most of the state of Kansas for those families of three or more. Most affordable housing in Lawrence is not accessible housing. The City of Lawrence Community Development Division allocates CDBG money to Independence, Inc., who administers the Accessible Housing Program, which allows for accessibility modifications in housing units. Currently there are around 54 units of subsidized housing in Lawrence that are accessible units. While it can be concluded that housing units are available in the community, they are not necessarily affordable.

CR-40 - Monitoring 91.220 and 91.230

Describe the standards and procedures used to monitor activities carried out in furtherance of the plan and used to ensure long-term compliance with requirements of the programs involved, including minority business outreach and the comprehensive planning requirements

The City of Lawrence's Community Development Division will conduct at least one on-site monitoring visit for each subrecipient every other program year. A monitoring schedule will be prepared and the subrecipient visits will be 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. Following the monitoring visit, a written letter describing the results of the visit will be drafted and a copy retained in the agency's file. 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 subrecipients to ensure the compliance of locally administered projects. The City provides opportunities to the maximum extent possible, to women and minority owned business enterprises for contract bids and services. The City of Lawrence encourages inclusion in the list of approved bidders for minority and women-owned businesses, and actively works to recruit new contractors into the programs administered by the CDD. Rehabilitation program staff ensures that MBE and WBE entities are included in contractor recruitment activities. HOME subrecipient agreements specifically contain the language: 3. Affirmative marketing and MBE/WBE records: (a) Records demonstrating compliance with the affirmative marketing procedures and requirements of 92.351. (b) Documentation and data on the steps taken to implement the jurisdiction's outreach programs to minority owned and female owned businesses including data indicating the racial/ethnic or gender character of each business entity receiving a contract or sub-contract of \$25,000 or more paid, or to be paid, with HOME funds; the amount of the contract or subcontract, and documentation of affirmative steps to assure that minority business and women's business enterprises have an equal opportunity to obtain or compete for contracts and subcontracts as sources of supplies, equipment, construction, and services. The Citizen Participation Plan outlines the requirements for compliance in the Consolidated Planning process, and as this is an adopted document by the City Commission, those guidelines will remain for the process. In addition, Staff also monitors the Consolidated Plan through the Annual Performance Report.

Citizen Participation Plan 91.105(d); 91.115(d)

Describe the efforts to provide citizens with reasonable notice and an opportunity to comment on performance reports.

For the end of the 2019 program year, staff implemented an aggressive public outreach plan which not only included commenting on process and needs for the community, but also the CAPER document. The CAPER document was discussed at the fall public hearing held at the Affordable Housing Advisory Board on November 9, 2020. There was an abundance of conversation with the onset of the pandemic about how we are spending our HUD dollars, and the public was given several opportunities to comment as the

process of evaluation went forward. We held comment periods for the program goals and community needs during the entire month of October, including two surveys and five opportunities for the public to comment in virtual meeting settings. The notification for these processes included the city's press releases, social media, community list-servs, and printed in the newspaper. The public comment period for this document went from October 23, 2020 to November 24, 2020.

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CR-45 - CDBG 91.520(c)

Specify the nature of, and reasons for, any changes in the jurisdiction’s program objectives and indications of how the jurisdiction would change its programs as a result of its experiences.

While not necessarily a change in program objectives, the City of Lawrence, beginning with the 2020 program year, will move to a different form of allocation process, aligning the Consolidated Plan goals with the city's Strategic Plan and their Critical Success Factors. This change will allow for the funding priorities to align with the city's priorities, all while allowing for the same application process within the community to agencies. The use of a newly implemented scoring matrix provided a different outcome in regard to prioritizing funding, and staff has put together an extensive outreach plan to ensure that the process is one that is reflective of the community's values.

Does this Jurisdiction have any open Brownfields Economic Development Initiative (BEDI) grants?

No

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CR-50 - HOME 91.520(d)

Include the results of on-site inspections of affordable rental housing assisted under the program to determine compliance with housing codes and other applicable regulations

The inspections and results are listed in the attachment section of the report.

Provide an assessment of the jurisdiction's affirmative marketing actions for HOME units. 92.351(b)

Tenants to Homeowners, the City's CHDO, looks at the current tenant and applicant demographics and examines to be sure that the demographic statistics are equal to or more diverse than the average population in Lawrence, the service area. They base activities and communication outreach to those who are in the minority or least likely to apply by website and social media outreach, poster distribution throughout public areas in town and presentations and meetings with businesses and social service agencies in town targeting diverse and least likely to apply populations. In addition, Tenants to Homeowners provides six homebuyer workshops that are advertised through social media and the Lawrence Journal World, as well as through the Housing and Credit Counseling mailing list. They also work with Realtors, housing partners, and social service agencies. It is staff's opinion that the outreach plan provided by Tenants to Homeowners is effective in reaching minority demographic groups that wish to become homeowners, as proven by their agency statistics.

Refer to IDIS reports to describe the amount and use of program income for projects, including the number of projects and owner and tenant characteristics

The 2018 Program Income was used to fund a portion of the 2019 TBRA project. So far, this project has funded three families with rental TBRA subsidy. The amount of families will increase as other program participants are searching for housing and are able to find eligible rental units. Of the three families assisted with 2018 PI, there was one unit with one person, one unit with two people, and one unit with three people. The assistance provided spans from \$274 to \$696 per unit. All of these households fall under the 0-30% AMI category.

Describe other actions taken to foster and maintain affordable housing. 91.220(k) (STATES ONLY: Including the coordination of LIHTC with the development of affordable housing). 91.320(j)

The city has adopted the 2018 International Code Council construction codes (Building, Residential, Fire, Energy, Mechanical, Plumbing and Fuel Gas) and the 2017 National Electrical Code. The 2018 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 standards are enforced through the city's rental licensing program, which requires all rental dwelling units in the city to be annually licensed, with a minimum representative sample of a licensed property owner's total rental

dwelling unit portfolio inspected by the city every three years (27 rental program minimum life safety and maintenance standards are enforced under the rental program in addition to the city's minimum housing code standards). All code standard deficiencies identified during rental program inspections must be promptly corrected to maintain the required license, and noncomplying owners are prosecuted in municipal court when corrections are not resolved, and a license is not maintained. All other minimum housing code standards compliance 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 the 2019 program year, although a review of fees and services are ongoing.

Work continues by affordable housing groups to look at this issue of affordable housing, and a Housing Trust Fund has been set up and funded by the City of Lawrence for use in leveraging funding for affordable housing projects. The board has begun funding affordable housing projects and partnerships in the community. The City has also looked to amendments to the incentive policy and that will be a continued discussion going forward.

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Additional Resources for the City of Lawrence 2018-2022 Consolidated Plan (2019 CAPER):

1. Citizen Participation Plan (Amended 2020)
2. Step Up to Better Housing Strategy (Updated 2010)
3. Housing Vision Chart (Updated 2010)
4. Affordable Housing Advisory Board 2019 Annual Report
5. Continuum of Care local Model (Updated January 2020)
6. Low/Mod with Census Tract/Block Group (2010 Census Data)
7. 2019 HOME Annual Performance Report
8. 2019 TBRA HOME Property Inspection List w/Results
9. 2019 HUD PR 26 – CDBG Financial Summary
10. Maps of Projects (Emergency/Furnace Loans, Weatherization, First Time Homebuyer, Accessible Housing Program, Habitat for Humanity)
11. Match documentation
12. Affidavit of Publication for Public Hearing (10/22/2020 – Lawrence Journal World)

City of Lawrence

Citizen Participation Plan

1. INTRODUCTION

The City of Lawrence (City) is a federal entitlement jurisdiction that receives federal grant funding from the U.S. Department of Housing and Urban Development (HUD) for the following programs: Community Development Block Grant (CDBG) and HOME Investment Partnerships Program (HOME).

As a requirement for receiving the above named entitlement grants, the City is required to prepare the following documents:

- (a) [Consolidated Plan](#): A five year Consolidated Plan to identify local community development needs and set forth a funding strategy to address those needs.
- (b) [Annual Action Plan](#): An Annual Action Plan that summarizes the activities that will be undertaken in the upcoming Program Year (PY) to address the needs outlined in the Consolidated Plan.
- (c) [Consolidated Annual Performance Evaluation Report \(CAPER\)](#): A Performance Report that evaluates the progress during the previous PY in carrying out the activities outlined in the Annual Action Plan.
- (d) [Assessment of Fair Housing \(AFH\)](#): An assessment to identify local and regional fair housing issues and set goals for improving fair housing choice and access to opportunity. Assessment of Fair Housing uses the HUD provided Assessment of Fair Housing tool to guide grantees through the identification process of fair housing issues and related contributing factors.

Under HUD's Code of Federal Regulations for citizen participation (Title 24 CFR 91.105), the City is required to adopt a Citizen Participation Plan that sets forth the City's policies and procedures for citizen participation in the planning, execution, and evaluation of the Consolidated Plan, Annual Action Plan, CAPER, and Assessment of Fair Housing. The guidelines established in this Citizen Participation Plan apply to the development and adoption of all of the above-listed documents (hereafter referred to as "the Plans"). Each Plan individually describes the agencies, groups, organizations, and others who participated in the citizen participation and consultation process.

2. OBJECTIVE

The Citizen Participation Plan establishes standards to promote citizen participation in the development of the Plans and related documents. The Citizen Participation Plan is designed to especially encourage participation by low- and moderate-income persons. As an entitlement jurisdiction for the respective HUD programs, the City is responsible for the implementation and use of the Citizen Participation Plan. The requirements for citizen participation do not restrict the responsibility or authority of the City for the development and execution of its Plans.

3. CITIZEN PARTICIPATION (24 CFR 91.105)

The City provides for and encourages citizens to participate in the development of all the Plans covered by the Citizen Participation Plan. The City further encourages participation by low- and moderate-income persons, particularly those persons living in areas designated by the jurisdiction as a revitalization area or in a slum and blighted area and in areas where CDBG funds are proposed to be used, and by residents of predominantly low- and moderate-income neighborhoods, as defined by the City. The City will take appropriate actions to encourage the participation of all citizens, including minorities and non-English speaking persons, as well as persons with disabilities.

The City encourages the participation of local and regional institutions, Continuums of Care, and other organizations (including businesses, developers, nonprofit organizations, philanthropic organizations, and community-based and faith-based organizations) in the process of developing and implementing the Plans. The City encourages the participation of public and private organizations, including broadband internet service providers, organizations engaged in narrowing the digital divide, agencies whose primary responsibilities include the management of flood prone areas, public land or water resources, and emergency management agencies in the process of developing the Plans.

The City encourages, in conjunction with consultation with public housing agencies (PHA), the participation of residents of public and assisted housing developments (including any resident advisory boards, resident councils, and resident management corporations) in the process of developing and implementing the Plans, along with other low-income residents of targeted revitalization areas in which the developments are located. The City will make an effort to provide information to the PHA about the AFH, AFH strategy, and consolidated plan activities related to its developments and surrounding communities so that the PHA can make this information available at the annual public hearing(s) required for the PHA Plan.

The City will explore alternative public involvement techniques and quantitative ways to measure efforts that encourage citizen participation in a shared vision for change in communities and neighborhoods, and the review of program performance; e.g., use of focus groups and the Internet.

The City will provide citizens with a reasonable opportunity to comment on the Plans and on substantial amendments to the Plans, and will make the citizen participation plan public. The citizen participation plan will be in a format accessible to persons with disabilities, upon request.

The City will take reasonable steps to provide language assistance to ensure meaningful access to participation by non-English-speaking residents of the community. The City of Lawrence Community Development Division (CDD) Limited English Proficiency (LEP) Plan is established pursuant to and in accordance with Title VI of the Civil Right Act of 1964, Executive Order 13166, "Improving Access to Services for Persons With Limited English Proficiency," and the Department of Housing and Urban Development's (HUD) Final Guidance to Federal Financial Assistance Recipients Regarding Title VI Prohibition Against

National Origin Discrimination Affecting Limited English Proficient Persons, dated January 22, 2007, and effective February 21, 2007. The current CDD LEP Plan is available for public review online at: https://lawrenceks.org/pds/reports_plans/.

4. CONSULTATION (24 CFR 91.100)

In the development of the Plans, the City will consult with other public and private agencies and organizations that provide assisted housing, health services, and social services (including those focusing on services to children, elderly persons, persons with disabilities, persons with HIV/AIDS and their families, homeless persons), neighborhood-based groups, community-based and regionally-based organizations that represent protected class members, organizations that enforce fair housing laws, broadband internet service providers, organizations engaged in narrowing the digital divide, agencies whose primary responsibilities include the management of flood prone areas, public land or water resources, and emergency management agencies.

When preparing the portions of the consolidated plan describing the City's homeless strategy and the resources available to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) and persons at risk of homelessness, the City will consult with:

- (a) The Continuum of Care that serves the City's geographic area;
- (b) Public and private agencies that address housing, health, social service, victim services, employment, or education needs of low-income individuals and families; homeless individuals and families, including homeless veterans; youth; and/or other persons with special needs;
- (c) Publicly funded institutions and systems of care that may discharge persons into homelessness (such as health-care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); and
- (d) Business and civic leaders.

When preparing the portion of its consolidated plan concerning lead-based paint hazards, the City will consult with state or local health and child welfare agencies and examine existing data related to lead-based paint hazards and poisonings, including health department data on the addresses of housing units in which children have been identified as lead poisoned.

The City also will consult with adjacent units of general local government and local and regional government agencies, including local government agencies with metropolitan-wide planning and transportation responsibilities, particularly for problems and solutions that go beyond a single jurisdiction.

The City will consult with the Lawrence-Douglas County Housing Authority regarding consideration of public housing needs, planned programs and activities, the AFH,

strategies for affirmatively furthering fair housing, and proposed actions to affirmatively further fair housing in the consolidated plan.

A variety of mechanisms may be utilized to solicit input from the persons/service providers/agencies listed above. These include posting and/or mailing notices of public meetings and hearings, telephone or personal interviews, mail surveys, social media, internet-based feedback and consultation workshops.

5. AVAILABILITY OF DRAFT AND APPROVED DOCUMENTS

The draft versions of Consolidated Plans and Annual Action Plans will present to residents, public agencies, and other interested parties, information that includes the estimated amount the City expects to receive (including grant funds and program income) and the range of activities that may be undertaken, including the estimated amount that will benefit persons of low- and moderate-income.

The City will publish the proposed Plans in a manner that affords its residents, public agencies, and other interested parties a reasonable opportunity to examine the contents and to submit comments. The requirement for publishing will be met by publishing a summary of each document in one or more newspapers of general circulation. The summary will describe the content and purpose of the Plan, and will include a list of the locations where copies of the entire proposed document may be examined.

The draft and final versions of Consolidated Plans, Annual Action Plans, CAPERs, Assessments of Fair Housing, and Citizen Participation Plans, and all related amendments, will be made available for public review online at the City of Lawrence website: https://lawrenceks.org/pds/reports_plans/.

Hard copies of the documents will be available at the City of Lawrence Planning and Development Services Department, 1 Riverfront Plaza, Suite 320 Lawrence, KS 66044. The City will provide a reasonable number of free copies of the Plans to residents and groups that request it.

The City will provide residents of the community, public agencies, and other interested parties with reasonable and timely access to information and records relating to the Plans, and use of assistance under the programs covered by this plan during the preceding five years.

6. AMENDMENTS

Substantial Amendments will be necessary whenever any of the criteria under each Plan listed below is proposed. Substantial amendments to any of the Plans will be subject to Citizen Participation Plan requirements. The City will consider all substantial amendments at a public meeting. Notice of all public meetings and information regarding the proposed substantial amendment will be made by publishing a notice prior to the meeting, which will begin the 30-day public comment period. The City will consider any comments or views of residents of the community received in writing, or orally at public hearings, if any, in preparing any substantial amendment. The recommendation regarding a substantial amendment will be forwarded to the City Commission for discussion and

consideration of approval at a regularly scheduled meeting. If approved, the substantial amendment shall be attached to the plan, and submitted along with all public comments or views, to the local HUD office. Implementation of the amendment shall not occur before the expiration of the public comment period.

- (a) Consolidated Plan and Annual Action Plan Amendment Considerations: A Substantial Amendment will be made to the Consolidated Plan or Annual Action Plan whenever one of the following decisions is made:
- (i) To change the allocation priorities or a change in the method of distribution of funds.
 - (ii) To carry out an activity, using funds from any program covered by the Consolidated Plan (including program income), not previously described in the plan.
 - (iii) To change the purpose of a previously approved activity. The following categories of purpose are established:
 - (A) Acquisition and/or Disposition of Real Property;
 - (B) Public Facilities and Improvements;
 - (C) Clearance;
 - (D) Public Services;
 - (E) Rehabilitation;
 - (F) Economic Development;
 - (G) Homeownership Assistance;
 - (H) Planning; and
 - (I) Program Administration
 - (iv) To change the scope of a previously approved activity. A change in scope will occur when the cost of the activity is reduced or increased by 50% or more, or when the quantity of the activity is reduced or increased by 50% or more.
 - (v) To change the location of a previously approved activity, when the change of location will cause the targeted group of beneficiaries to lose the benefit.
 - (vi) To change the beneficiaries of a previously approved activity, when the targeted groups of beneficiaries will no longer benefit, or when the percentage of low- and moderate-income beneficiaries will be less than the minimum required by federal law or regulation.

All other changes may be handled administratively and are not subject to the public hearing requirements of this Citizen Participation Plan. The following changes are considered administrative:

- (i) Proportional adjustments to previously approved activities to accommodate actual HUD allocation amounts (provided new subrecipients are not awarded funds).
 - (ii) Reallocation of funds, not exceeding an amount of \$100,000, between activities approved in the current or prior Annual Action Plan.
 - (iii) Reallocation of fund balance, in any amount, from a completed activity to another approved activity.
 - (iv) If the carry forward of unspent grant funds would inhibit the City's ability to meet the CDBG timeliness spending test, allocations of CDBG funding in total amounts less than \$250,000 in a single Program Year may be directed toward eligible City Projects/Programs within the same category of the unspent allocation. The Planning and Development Services Director may propose one-time CDBG-eligible City infrastructure projects to the City Manager for such previously allocated but unspent CDBG funding. Depending on project size and scope, the City Manager may bring such one-time projects directly to the City Commission for authorization as deemed necessary and appropriate for the timely expenditure of CDBG funds.
- (b) Citizen Participation Plan Amendment Considerations: A substantial amendment to the Citizen Participation Plan is defined as an addition or deletion of the plan's priorities or goals. All other changes may be handled administratively and are not subject to the public hearing requirements of this Citizen Participation Plan.
- (c) Assessment of Fair Housing Amendment Considerations: An AFH previously accepted by HUD must be revised and submitted to HUD for review under the following circumstances:
- (i) A material change occurs. A material change is a change in circumstances in the jurisdiction of a program participant that affects the information on which the AFH is based to the extent that the analysis, the fair housing contributing factors, or the priorities and goals of the AFH no longer reflect actual circumstances. Examples include Presidentially declared disasters, under title IV of the Robert T. Stafford Disaster Relief and Emergency Assistance Act, in the program participant's area that are of such a nature as to significantly impact the steps a program participant may need to take to affirmatively further fair housing; significant demographic changes; new significant contributing factors in the participant's jurisdiction; and civil rights findings, determinations, settlements (including Voluntary Compliance Agreements), or court orders; or

- (ii) Upon HUD's written notification specifying a material change that requires the revision.

The City shall provide residents with reasonable notice of a revision to the AFH and provide not less than 30 calendar days to receive comments from residents. Notice of a revision to the AFH will be made public by publishing a notice prior to the revised AFH being submitted to HUD for review, which will begin the 30 day written comment period. The City shall consider the comments or views of residents, whether received in writing or orally, in regard to a revision to the AFH. A summary of any comments or views, and a summary of any comments or views not accepted and the reasons why, shall be attached to the revision to the AFH.

7. PUBLIC HEARINGS, NOTIFICATION AND ACCESS

The City will follow the following procedure in conducting public hearings and providing notification and access to all Consolidated Plan and Annual Action Plan documents discussed in this Citizen Participation Plan:

- (a) Public Hearing Process: The City will conduct at least two public hearings per year to obtain citizens' views and comments, and to respond to proposals and questions. Such meetings will be conducted at a minimum of two different times of the program year and together will cover the following topics:
 - (i) Housing and Community Development Needs;
 - (ii) Development of Proposed Activities;
 - (iii) Proposed strategies and actions for affirmatively furthering fair housing consistent with the AFH; and
 - (iv) Review of Program Performance.

To obtain the views of residents of the community on housing and community development needs, including priority nonhousing community development needs and affirmatively furthering fair housing, the City will conduct at least one of these hearings before the Consolidated Plan is published for comment.

The City, at its discretion, may conduct additional outreach, public meetings, or public hearings as necessary to foster citizen access and engagement.

- (b) Public Hearing Notification: Notification of public hearings will be posted/printed at least two weeks prior to the meeting date. Noticing may include printing a public notice in newspaper(s) of general circulation in the City, website posting, email, and/or press releases.

Notices will include sufficient information about the subject of the hearing, including summaries when possible and appropriate, to permit informed comment.

- (c) Public Review/Comment Period: Public notices will be printed/posted prior to the commencement of any public review/comment period alerting citizens of the

documents for review. The minimum public review/comment period for each Plan is listed below:

Document	Public Comment Period
Consolidated Plan	30 days
Annual Action Plan	30 days
Substantial Amendments	30 days
CAPER	15 days
AFH	30 days
Citizen Participation Plan	30 days

Copies of all documents and notices will be available for public review at the City of Lawrence Planning and Development Services Department, 1 Riverfront Plaza, Suite 320 Lawrence, KS 66044, and on the City of Lawrence website: https://lawrenceks.org/pds/reports_plans/.

The City shall consider any comments or views of residents of the community received in writing or orally at all public hearings and/or meetings. A summary of these comments or views, and a summary of any comments or views not accepted and the reasons why, shall be attached to the Plans.

- (d) Access to Meetings: Unless otherwise noted, public hearings requiring City Commission action will be conducted at regularly scheduled City Commission meetings located at 6 E 6th Street, Lawrence, KS 66044. For public hearings and/or meetings not requiring City Commission action, the City will make every effort to conduct such meetings at a location accessible and convenient to potential and actual beneficiaries.

The City will provide residents of the community with reasonable and timely access to local meetings, consistent with accessibility and reasonable accommodation requirements, in accordance with section 504 of the Rehabilitation Act of 1973, the regulations at 24 CFR part 8, the Americans with Disabilities Act, and the regulations at 28 CFR parts 35 and 36, as applicable.

If an attendee or participant at a public hearing and/or meeting needs special assistance beyond what is normally provided, the City will attempt to accommodate such persons in every reasonable manner.

- (e) Technical Assistance: The City will provide for technical assistance to groups representative of persons of low- and moderate-income that request such assistance in commenting on the Plans and in developing proposals for funding assistance under any of the programs covered by the consolidated plan, with the level and type of assistance determined by the City. The assistance need not include the provision of funds to the groups.

- (f) Complaints: A complaint regarding any of the Plans and related documents covered by this Citizen Participation Plan must be submitted in writing to the

Planning and Development Services Director, 1 Riverfront Plaza, Suite 320 Lawrence, KS 66044.

Community Development Division staff will assist the complainant with the preparation of written complaints and/or advise the complainant of other sources of technical assistance. All complaints shall be submitted on a Complaint Form provided by the Community Development Division and shall be signed by the complainant.

Pursuant to 24 CFR 91.105(j), the City will provide a timely, substantive written response to every written resident complaint within 15 working days, where practicable.

- (g) Individuals with Limited English Proficiency: The City will take reasonable steps to provide language assistance to ensure meaningful access to public hearings where a significant number of non-English speaking residents can be reasonably expected to participate. If an individual or participant with Limited English Proficiency needs assistance beyond what is normally provided, the City will attempt to accommodate their request in every reasonable manner.

The City of Lawrence Community Development Division (CDD) Limited English Proficiency (LEP) Plan is established pursuant to and in accordance with Title VI of the Civil Right Act of 1964, Executive Order 13166, "Improving Access to Services for Persons With Limited English Proficiency," and the Department of Housing and Urban Development's (HUD) Final Guidance to Federal Financial Assistance Recipients Regarding Title VI Prohibition Against National Origin Discrimination Affecting Limited English Proficient Persons, dated January 22, 2007, and effective February 21, 2007. The current CDD LEP Plan is available for public review online at: https://lawrenceks.org/pds/reports_plans/.

- (h) In the Event of an Emergency: In the event of an unforeseen and unpreventable event that renders in-person public gathering impossible or inadvisable, such as a natural disaster or pandemic, public hearings may be held as a virtual meeting. Meeting formats may include webinars, webcasts, telecasts, radio or audio broadcasts, or other virtual communication tools as appropriate for the meeting format. Virtual meetings must provide, at a minimum, an opportunity for the public to submit public questions and for the presenter or public officials to make public response, or an acknowledgement of receipt of the comments. All questions and responses must be documented, either via text, such as meeting minutes or chat scripts, or recorded, or as appropriate for the meeting format. Virtual meetings must be publicly noticed, and in the event traditional noticing tools are unavailable or will not effectively reach the public, alternative public noticing efforts must be made and documented.

In the event of an emergency, the following alternatives may be instituted by the City:

- (i) The public comment and display period for the Consolidated Plan and/or Annual Action Plan and any amendment thereto will be consistent with HUD's requirements;
- (ii) Draft documents for public comment and review will be made available on the City's website at https://lawrenceks.org/pds/reports_plans/. Copies of the draft documents will be e-mailed upon request, if possible;
- (iii) Public meetings may be held as virtual meetings using online platforms for public viewing with the option for real-time questions to be presented; and/or
- (iv) The City may opt to hold one public hearing during the Consolidated Plan/Annual Plan process and its second required public hearing during the CAPER process for the same program year if a virtual hearing is not feasible.

8. ANTIDISPLACEMENT AND RELOCATION PLAN

The City seeks to minimize, to the greatest extent feasible, the involuntary displacement, whether permanently or temporarily, of persons (families, individuals, businesses, nonprofit organizations, or farms) from projects funded with CDBG or HOME involving single or multi-family rehabilitation, acquisition, commercial rehabilitation, demolition, economic development, or capital improvement activities.

Projects that the City deems beneficial but that may cause displacement may be recommended and approved for funding only if the City demonstrates that such displacement is necessary and vital to the project and that they take efforts to reduce the number of persons displaced. Further, it must be clearly demonstrated that the goals and anticipated accomplishments of a project outweigh the adverse effects of displacement imposed on persons who must relocate.

This section describes the City's Residential Antidisplacement and Relocation Assistance Plan and how it will assist persons who will be temporarily relocated or permanently displaced due to the use of HUD funds. This plan takes effect whenever the City sponsors projects using CDGB or HOME funds that involve property acquisition or the demolition or conversion of low- and moderate-income dwelling units.

- (a) Minimizing Displacement: The City will take reasonable steps to minimize displacement occurring as a result of its CDBG and HOME activities. This means that the City will:
 - (i) Consider if displacement will occur as part of funding decisions and project feasibility determinations;
 - (ii) Assure, whenever possible, that occupants of buildings to be rehabilitated are offered an opportunity to return;

- (iii) Plan substantial rehabilitation projects in "stages" to minimize displacement; and
 - (iv) Meet all HUD notification requirements so that affected persons do not move because they have not been informed about project plans and their rights.
- (b) Relocation Assistance for Displaced Persons: Consistent with the goals and objectives of the CDBG and HOME programs, the City will take all reasonable steps necessary to minimize displacement of persons, even temporarily. If displacement occurs, the City will provide relocation assistance for lower income tenants who, in connection with an activity assisted under the CDBG and/or HOME Program(s), move permanently or move personal property from real property as a direct result of the demolition of any dwelling unit or the conversion of a lower-income dwelling unit in accordance with the requirements of 24 CFR 42.350. A displaced person who is not a lower-income tenant, will be provided relocation assistance in accordance with the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, and implementing regulations at 49 CFR Part 24.
- (c) One-For-One Replacement of Lower-Income Dwelling Units: The City will replace all occupied and vacant occupiable lower-income dwelling units that are demolished or converted to a use other than as lower-income dwelling units in connection with a project assisted with funds provided under the CDBG and/or HOME Program(s).

Before entering into a contract committing the City to use HUD funds on a project that will directly result in demolition of lower-income dwelling units or the conversion of lower-income dwelling units to another use, the City will make public, by providing a notice that such information is available at the City of Lawrence Planning and Development Services Department, and submit to HUD, a One-for-One Replacement Plan that contains the following information in writing:

- (i) A description of proposed assisted activity;
- (ii) The location on a map and number of dwelling units by size (number of bedrooms) that will be demolished or converted to a use other than for lower-income dwelling units as a direct result of the assisted activity;
- (iii) A time schedule for the commencement and completion of demolition or conversion;
- (iv) The location on a map and number of dwelling units by size (number of bedrooms) that will be provided as replacement dwelling units. If such data are not available at the time of the general submission, the submission shall identify the general location on an area map and the approximate number of dwelling units by size, and information identifying the specific

location and number of dwelling units by size shall be submitted and disclosed to the public as soon as it is available;

- (v) The source of funding and a time schedule for the provision of replacement dwelling units;
- (vi) The basis for concluding that each replacement dwelling unit will remain a lower-income dwelling unit for at least 10 years from date of initial occupancy; and
- (vii) Information demonstrating that any proposed replacement of dwelling units with smaller dwelling units (e.g., a 2-bedroom unit with two 1-bedroom units) is consistent with the needs assessment contained in its HUD-approved consolidated plan.

Under 24 CFR 42.375(d), the City may submit a request to HUD for a determination that the one-for-one replacement requirement does not apply, based on objective data, that there is an adequate supply of vacant lower-income dwelling units in standard condition available on a non-discriminatory basis within the area.

9. ASSESSMENT OF FAIR HOUSING

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

- (a) Encourage citizens to participate in the development of the AFH and any revisions of the AFH.
- (b) Encourage the participation of Continuums of Care, businesses, developers, nonprofit organizations, philanthropic organizations, and community-based and faith-based organizations, in the process of developing and implementing the AFH.
- (c) Encourage, in conjunction with public housing agency consultations, participation of residents of public and assisted housing developments, including any resident advisory boards, resident councils, and resident management corporations, in the process of developing and implementing the AFH, along with other low-income residents of targeted revitalization areas in which the developments are located.
- (d) Take reasonable steps to provide language assistance to ensure meaningful access to participation by non-English-speaking, limited English proficiency residents, and persons with disabilities.
- (e) Make available to the public, residents, public agencies, and other interested parties any HUD-provided data and the other supplemental information the City plans to incorporate into its AFH at the start of the public participation process (or as soon as feasible after).
- (f) Provide for at least one public hearing during the development of the AFH, and provide not less than 30 calendar days to receive comments from residents.

- (g) Provide residents of the community with reasonable and timely access to local meetings, consistent with accessibility and reasonable accommodation requirements, in accordance with section 504 of the Rehabilitation Act of 1973 and implementing regulations at 24 CFR part 8 as well as the Americans with Disabilities Act and implementing regulations at 28 CFR part 35 and 36, as applicable.
- (h) Publish the proposed AFH in a manner that affords its residents, units of general local government, public agencies, and other interested parties a reasonable opportunity to examine its content and to submit comments.
- (i) A summary which describes the content and purpose of the AFH, and includes a list of locations where copies of the entire propose document may be examined, will be made public by publishing a display ad in one or more newspapers of general circulation, and by making copies of the AFH available on the City of Lawrence website at https://lawrenceks.org/pds/reports_plans/.
- (j) Provide for technical assistance to groups representative of persons of low-and-moderate income that request such assistance to comment on the AFH.
- (k) Consider the comments or views of residents, whether received in writing or orally at the public hearing, in preparing the final AFH. A summary of any comments or views, and a summary of any comments or views not accepted and the reasons why, shall be attached to the final AFH.
- (l) Provide a reasonable number of free copies of the AFH to residents and groups that request a copy.
- (m) Provide a timely, substantive written response to every written resident complaint related to the AFH and any revisions of the AFH, within an established period of time (normally within 15 working days, where practicable).

Step Up to Better Housing

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

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

A SUMMARY GUIDE:

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

Emergency Housing

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

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

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

NEEDS

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

STRATEGIES

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

Transitional Housing

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

NEEDS

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

STRATEGIES

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

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

Permanent Housing

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

Permanent Supportive Housing: Permanent housing with ongoing support services.

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

NEEDS

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

STRATEGIES

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

Revitalized Neighborhoods

NEEDS

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

STRATEGIES

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

Community Facilities

NEEDS

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

STRATEGIES

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

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

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

* 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.

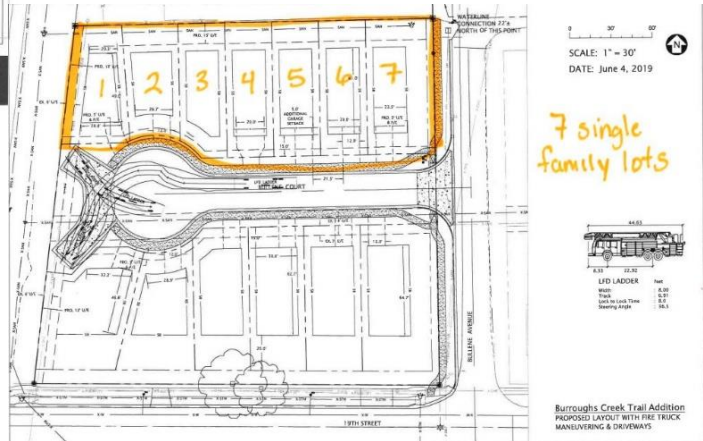


6-PLEX BUILDING ELEVATION

JANUARY 2019



BETHEL ESTATES OF LAWRENCE PHASE II
Lawrence, Kansas



City of Lawrence, Kansas Affordable Housing Advisory Board



Conceptual Rendering

2019 Annual Report



City of Lawrence

City of Lawrence Affordable Housing Advisory Board

Chair

Ron Gaches

Vice-Chair

Shannon Oury

Board Members

Rebecca Buford, Susan Cooper, Christina Gentry, Edith Guffey, Thomas Howe, Patrick Kelly, Paul Nuzum, Dana Ortiz, Monte Soukup, Sarah Waters, Erika Zimmerman

Staff Liaisons

Diane Stoddard, Assistant City Manager
Danielle Buschkoetter, Budget and Strategic Initiatives Manager
Jeff Crick, Planning Manager
Danelle Walters, Community Development Manager
Brad Karr, Community Development Analyst

Background

Pursuant to [Chapter 1, Article 18](#) of the code of the City of Lawrence, KS, the Affordable Housing Advisory Board (AHAB), "shall make annual reports to the Governing Body, no later than March 1 of each year, recounting board activities of the preceding calendar year. Such report shall, at a minimum, disclose all financial transactions involving monies raised and received by the board, including gifts and donations, and all projects which the board recommended and for which the Governing Body approved expenditures of money from the Affordable Housing Trust Fund. The annual report shall be filed with the City Clerk."

Summary of 2019 Board Activities

The AHAB held a retreat in January 2019 to review the *Guiding Principles* and *Housing Needs by the Numbers* from the August 2018 [Housing Market Analysis](#). The board established a set of both ongoing and short-term goals. The board also voted on the top three tools from the [Lawrence Housing Toolkit](#) to address each short-term goal.

2018 Housing Market Analysis Guiding Principles:

Establishing a Vision & Mission

Vision Statement

"Opportunity for affordable housing and supportive services for everyone in Lawrence"

Mission Statement

"The mission of the Affordable Housing Advisory Board is to make recommendations to the City Commission on ways everyone in Lawrence has access to safe, quality, affordable housing and supportive services necessary to maintain independent living with dignity."

1. The City of Lawrence's role in addressing housing needs should be "reasonable and broad." The city's role should focus on facilitating new affordable development, preserving existing affordable stock, incentivizing and partnering with the private sector, providing supportive services, enacting reasonable regulations, and evaluating progress.
2. "There is no silver bullet." The housing market is dynamic and ever-changing. Housing needs will always exist in some form. Housing programs and policies should allow flexibility to adjust to unmet demand as the city changes.
3. "We can ask the private sector to help in this endeavor." Public sector investments and entitlements provide value to the private sector. It is appropriate to ask for affordable housing contributions in return.
4. Housing investments should be focused on the areas where the market is unable to meet the housing needs that exist.

2018 Housing Needs by the Numbers:

Category	Number in Need
Renters who cannot afford their current rentals, and who are cost-burdened	5,200 households (~2,500 are students)
Renters who want to buy and could be candidates for ownership	2,000
Families experiencing homelessness/at-risk of homelessness	700
Households with disabilities with accessibility modification needs	500
Renters with units in poor or fair condition	2,950
Owners with units in poor or fair condition	500

Goals Identified in 2019

The board established a set of both ongoing and short-term goals. The board also voted on the top three tools from the [Lawrence Housing Toolkit](#) to address each short-term goal.



Ongoing Goal:

For the Affordable Housing Advisory Board to advocate or build community support for increased CIP funding, and other funding sources, during City budget process for 2019 and beyond (create and develop partnerships with various community organizations).

Update: The State of Kansas began collecting the voter approved 0.05% sales tax for affordable housing on April 1, 2019, and remitted to the City monthly, beginning in June 2019. Monthly revenue and expenses can be viewed on the [City of Lawrence OpenGov website](#). The board also continued to provide outreach and work with community organizations to build support for affordable housing.



Ongoing Goal:

Leverage the current CIP proposed Housing Trust Fund allocation 6-1 (\$9Million/\$125K per unit) to create more units of affordable rental housing, first time homebuyer homes, and supportive services within five years (have several funded projects with varying leverage ratios).

Update: The board continued to review leverage ratios on each round of funding recommendations, and adopted a weighted matrix to compare and score each application requesting funding. Leverage ratios are tracked and reported for each application receiving funding.



Short-Term Goal (2019-2023):

Narrow the rental gap for non-student renters earning less than \$25,000 annually (100 newly affordable rental units*).

(* Short-term goal metrics are intentionally aspirational, and will be reviewed and adjusted annually by the board, as needed, with the overall goal of increasing the number of affordable units. The board recognizes the need for additional outside funding, using housing trust funds as leverage, to reach the goal metrics. Metrics for goals 1 and 2 are five year totals, while 3, 4, and 5 are annual metrics. Totals provided include projects funded from 2016-2019.)

Top three tools by board vote to address this goal:

- a. Consider passing a city ordinance that makes “source of income” (including Section 8) a protected class (i.e., prevents landlords from refusing to accept housing voucher tenants).
- b. Encourage public-private partnerships with the land trust to leverage funding to produce more permanently affordable units.
- c. Explore using housing trust funds to secure properties where federal subsidies are set to expire.

Update: 57 rental units have been funded with housing trust funds, with 15 units completed and rented to date.



Short-Term Goal (2019-2023):

Low- and moderate-income renters who want to become owners have more options for purchasing affordable units (100 more units are affordable to low- and moderate-income renters who are qualified to become owners *).

(* Short-term goal metrics are intentionally aspirational, and will be reviewed and adjusted annually by the board, as needed, with the overall goal of increasing the number of affordable units. The board recognizes the need for additional outside funding, using housing trust funds as leverage, to reach the goal metrics. Metrics for goals 1 and 2 are five year totals, while 3, 4, and 5 are annual metrics. Totals provided include projects funded from 2016-2019.)

Top three tools by board vote to address this goal:

- a. Explore using housing trust funds to expand the current homebuyer assistance program.
- b. Fund the preservation and rehabilitation of small/modest homes through grants, buying blighted and vacant properties, etc.
- c. Consider relaxing development requirements, such as parking, open space, and setbacks for the creation of permanently affordable units.

Update: 20 new construction ownership units have been funded with housing trust funds and HOME funds, with five units completed and sold to date. An additional 16 households have received down payment and/or closing cost assistance funded with HOME funds, with all 16 households completed to date.



Short-Term Goal (2019-2023):

Low- and moderate-income persons with accessibility needs are able to get the improvements they need and/or find visitable and accessible housing (25 renter households that receive accessibility modifications annually*).

(* Short-term goal metrics are intentionally aspirational, and will be reviewed and adjusted annually by the board, as needed, with the overall goal of increasing the number of affordable units. The board recognizes the need for additional outside funding, using housing trust funds as leverage, to reach the goal metrics. Metrics for goals 1 and 2 are five year totals, while 3, 4, and 5 are annual metrics. Totals provided include projects funded from 2016-2019.)

Top three tools by board vote to address this goal:

- a. Explore using housing trust funds to expand the installation of accessibility modifications to all qualified housing units, not just rentals.
- b. Explore providing incentives or funding to retrofit existing units.
- c. Work with Independence, Inc. to determine if a program exists that matches those with disabilities with rental managers that have accessible units; pursue one if none exists.

Update: 24 renter and homeowner units have been funded with housing trust funds and CDBG funds, with 21 units completed to date.



Short-Term Goal (2019-2023):

Low- and moderate-income residents in unstable housing situations have more permanent affordable and supportive housing options (45 tenant based rental assistance vouchers available annually*).

(* Short-term goal metrics are intentionally aspirational, and will be reviewed and adjusted annually by the board, as needed, with the overall goal of increasing the number of affordable units. The board recognizes the need for additional outside funding, using housing trust funds as leverage, to reach the goal metrics. Metrics for goals 1 and 2 are five year totals, while 3, 4, and 5 are annual metrics. Totals provided include projects funded from 2016-2019.)

Top three tools by board vote to address this goal:

- a. Build new partnerships between nonprofit housing developers, homeless service providers, and private developers to provide more housing for the homeless.
- b. Explore using housing trust funds to assist faith-based organizations develop affordable housing.
- c. Support local and regional efforts in landlord outreach/recruitment and in reducing Fair Market Rent barriers.

Update: 133 household vouchers have been funded with housing trust funds and HOME funds, with 121 households served to date.



Short-Term Goal (2019-2023):

Low- and moderate-income residents living in housing in poor condition have improvements made (70 units brought into good condition annually*).

(* Short-term goal metrics are intentionally aspirational, and will be reviewed and adjusted annually by the board, as needed, with the overall goal of increasing the number of affordable units. The board recognizes the need for additional outside funding, using housing trust funds as leverage, to reach the goal metrics. Metrics for goals 1 and 2 are five year totals, while 3, 4, and 5 are annual metrics. Totals provided include projects funded from 2016-2019.)

Top three tools by board vote to address this goal:

- a. Fund the preservation and rehabilitation of small/modest homes through grants, buying blighted and vacant properties, etc.
- b. Explore using housing trust funds to expand the homeowner rehab loan programs to serve middle-income households. Identify/leverage other funding (e.g., Dept. of Energy) to achieve multiple objectives, for example, energy efficiency.
- c. Explore using housing trust funds to expand the weatherization of homes to serve low- and moderate-income households. Identify/leverage other funding (e.g., Dept. of Energy) to achieve multiple objectives, for example, energy efficiency.

Update: 104 homeowner unit improvements have been funded with CDBG funds, with all 104 completed to date.



Groundbreaking Ceremony for the Treatment & Recovery Campus of Douglas County

Affordable Housing Trust Fund Awards

In 2019, the AHAB conducted two rounds of application reviews and recommendations of funding.

2019 Round One Funding

In May 2019, the AHAB announced a Notice of Funding Availability (NOFA) for awards up to \$250,000 from the City's Affordable Housing Trust Fund. The AHAB voted to recommend awarding funds to four projects. The City Commission approved the recommendations at its July 16, 2019 public meeting.

- \$125,000 to [Tenants to Homeowners, Inc.](#) to help fund the acquisition and residential development of seven lots to be sold to income-eligible households.
- \$50,000 to [Lawrence-Douglas County Housing Authority and Family Promise of Lawrence](#) to help fund tenant based rental assistance, rental and utility deposits assistance, and case management services to assist persons in maintaining housing and in obtaining permanent housing.
- \$25,000 to [Independence, Inc.](#) to help fund renter and homeowner accessibility modifications for income-eligible households.
- \$50,000 to [Lawrence Habitat for Humanity](#) to help fund the new construction of one home and the renovation of a second home, to be sold to income-eligible households.

2019 Round Two Funding

In September 2019, the AHAB announced a NOFA for awards up to \$475,000 from the City's Affordable Housing Trust Fund. The AHAB voted to recommend awarding funds to two projects. The City Commission approved the recommendations at its November 19, 2019 public meeting.

- \$350,000 to [Bethel Estates of Lawrence Phase II LP](#) to help fund the residential development of 42 rental units for residents 55 years and older and at or below 60% area median income.
- \$125,000 to [Porch Light Homes, LLC](#) to help fund the acquisition and residential development of six townhomes to be sold to income-eligible households.

Defining Affordable Housing

In general, affordable housing is defined as housing for which the occupant(s) is/are paying no more than 30 percent of his or her income for gross housing costs, including utilities.

In 2016, the Affordable Housing Advisory Board established additional definitions of affordable housing:

Affordable Rental Housing

Housing units with monthly rent and utilities not exceeding 110% of the HUD defined Fair Market Rent, as determined yearly by the Lawrence Douglas County Housing Authority.

Affordable Ownership Housing

Housing units for those earning up to 80% of the Area Median Family Income, as established yearly by HUD for the Lawrence, KS MSA.

Financial Transactions

The table below summarizes the financial transactions of the Affordable Housing Trust Fund in 2019. The table shows the audited beginning fund balance as of January 1, 2019.

Beginning Balance (as of 1/1/2019)		\$227,579
Revenues:		
General Fund Support	350,000	
Sales Tax Proceeds	497,000	
Interest	1,000	
Total Revenues		\$848,000
Expenses:		
Prior Year Payments	(200,000)	
Tenants to Homeowners, Inc.	(125,000)	
Lawrence-Douglas County Housing Authority/Family Promise	(50,000)	
Independence, Inc.	(25,000)	
Lawrence Habitat for Humanity	(50,000)	
Bethel Estates of Lawrence Phase II	(350,000)	
Porch Light Homes, LLC	(125,000)	
Total Expenses		(925,000)
Ending Balance (as of 12/31/2019)*		150,579

*Fund balance is unaudited

Membership Changes

In February 2019, a new board member representing Douglas County (Patrick Kelly) was appointed to the board. In December 2019, a new board member serving as a subsidized housing representative (Christina Gentry) was appointed to the board.

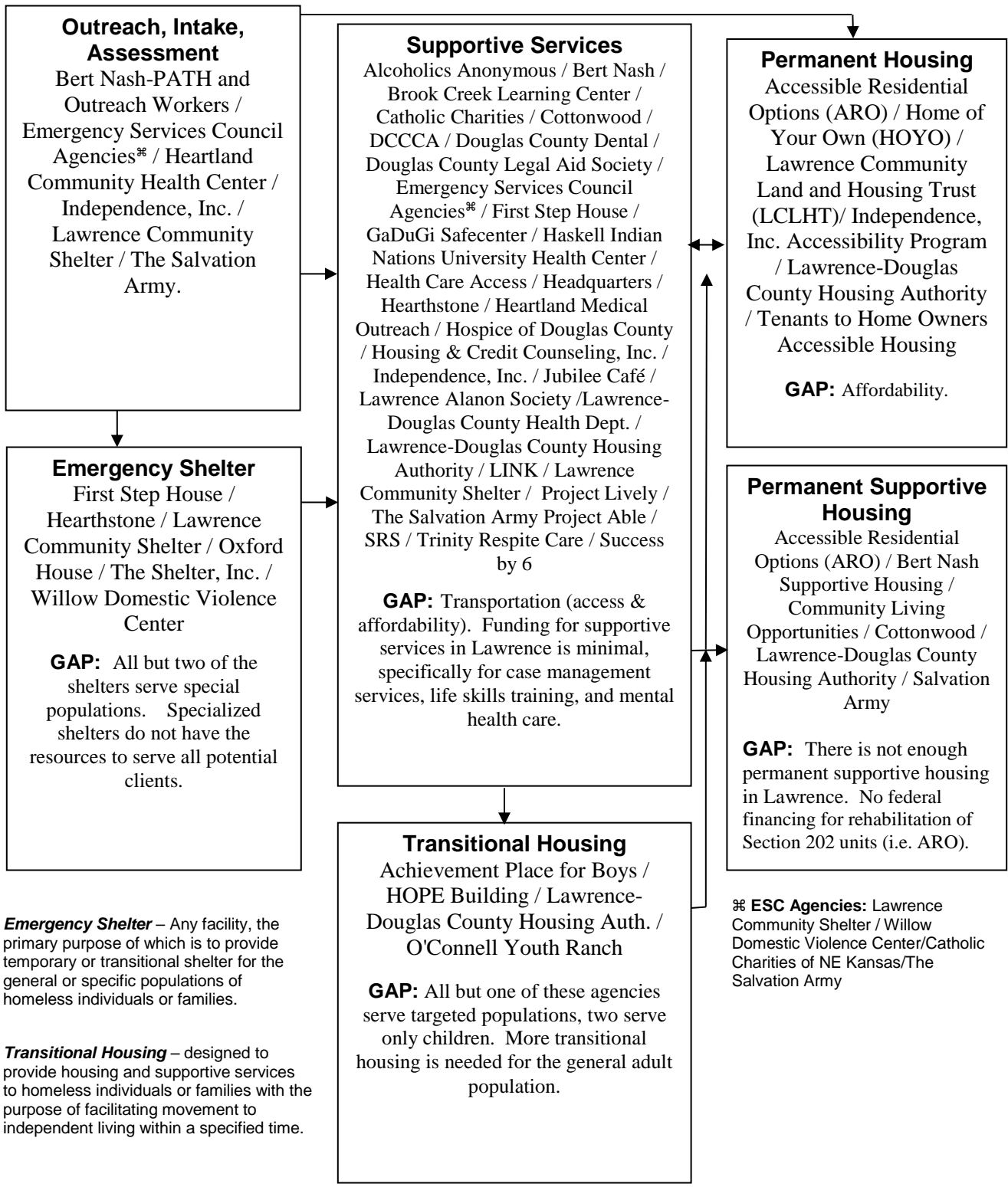
Rebecca Buford and Sarah Waters were both reappointed for three-year terms, to begin January 2020.

List of Acronyms

AHAB – Affordable Housing Advisory Board
 CDBG – Community Development Block Grant
 CIP – Capital Improvement Plan
 HOME – HOME Investment Partnerships Program
 HUD – Department of Housing and Urban Development
 MSA – Metropolitan Statistical Area
 NOFA – Notice of Funding Availability

City of Lawrence Continuum of Care for Housing and Homelessness 2020

A local adaptation of the HUD model



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

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

⌘ **ESC Agencies:** Lawrence Community Shelter / Willow Domestic Violence Center/Catholic Charities of NE Kansas/The Salvation Army

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



City of Lawrence Douglas County

PLANNING & DEVELOPMENT SERVICES


Prepared by: J.Crick
September 03, 2019




Legend

--- City Limits

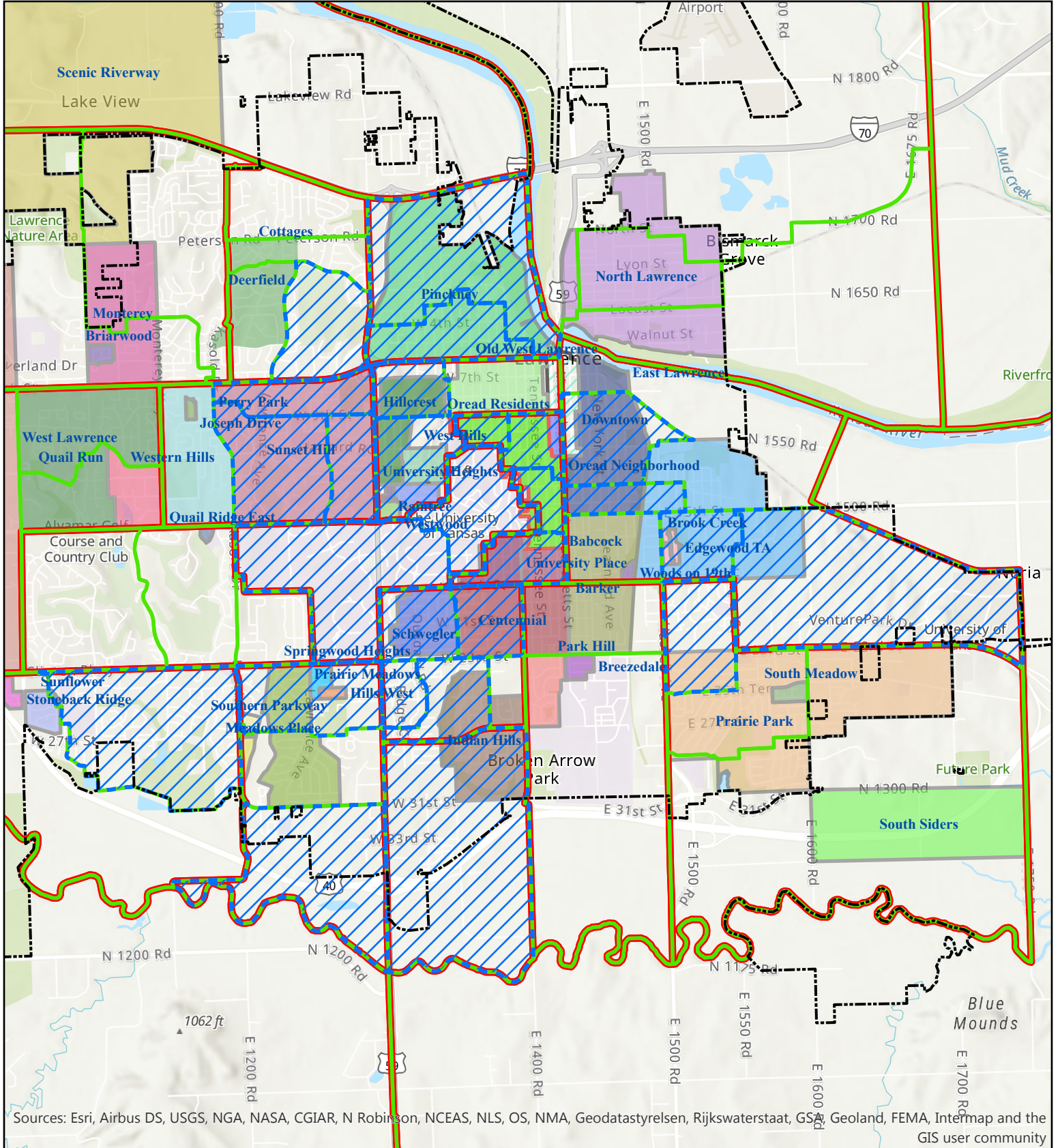
 CDBG Low-Moderate Income Block Groups (April 2019)

 2010 Census Block Groups

 2010 Census Tracts

DISCLAIMER NOTICE:

The map is provided "as is" without warranty or any representation of accuracy, timeliness or completeness. The burden for determining accuracy, completeness, timeliness, merchantability and fitness for or the appropriateness for use rests solely on the requester. The City of Lawrence makes no warranties, express or implied, as to the use of the map. There are no implied warranties of merchantability or fitness for a particular purpose. The requester acknowledges and accepts the limitations of the map, including the fact that the map is dynamic and is in a constant state of maintenance, correction and update.



Sources: Esri, Airbus DS, USGS, NGA, NASA, CGIAR, N Robinson, NCEAS, NLS, OS, NMA, Geodastystrelsen, Rijkswaterstaat, GSA, Geoland, FEMA, Intermap and the GIS user community

Annual Performance Report HOME Program

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

OMB Approval No. 2506-0171
(exp. 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/MI) 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	Ending	

Part I Participant Identification

1. Participant Number	2. Participant Name		
3. Name of Person completing this report		4. Phone Number (Include Area Code)	
5. Address	6. City	7. State	8. Zip Code

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
---	--	--	---	---

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	
A. Contracts					
1. Number					
2. Dollar Amount					
B. Sub-Contracts					
1. Number					
2. Dollar Amount					
	a. Total	b. Women Business Enterprises (WBE)	c. Male		
C. Contracts					
1. Number					
2. Dollar Amount					
D. Sub-Contracts					
1. Number					
2. Dollar Amounts					

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						
2. Dollar Amount						

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		
2. Businesses Displaced		
3. Nonprofit Organizations Displaced		
4. Households Temporarily Relocated, not Displaced		

Households Displaced	a. Total	Minority Business Enterprises (MBE)				f. White Non-Hispanic
		b. Alaskan Native or American Indian	c. Asian or Pacific Islander	d. Black Non-Hispanic	e. Hispanic	
5. Households Displaced - Number						
6. Households Displaced - Cost						

Current/Active participants on Transitional Voucher Program

ID #	Inspection Type	Inspection Date	Inspection Result	Re-Inspection Date if Required	Re-Inspection Result	Inspection Type	Inspection Date	Inspection Result	Re-Inspection Date if Required	Re-Inspection Result
14328	Initial	7/30/2019	Pass			Landlord/Owner Self-Certification per HUD waiver.	Apr-20			
14315	Annual	10/23/2019	Fail	12/16/2019	Pass					
95166	Annual	12/13/2019	Fail	1/13/2020	Fail		2/12/2020	Pass		
14639	Annual	1/8/2020	Pass							
13719	Annual	2/24/2020	Pass							
14898	Initial	3/2/2020	Fail	3/16/2020	Pass	Initial	9/9/2020	Fail	9/15/2020	Pass
14454	Annual	3/16/2020	Pass							
11200	Initial	7/8/2019	Pass			Landlord/Owner Self-Certification per HUD waiver.	Apr-20			
14797	Initial	7/31/2019	Pass			Landlord/Owner Self-Certification per HUD waiver.	May-20			
14868	Initial	8/23/2019	Pass			Landlord/Owner Self-Certification per HUD waiver.	Jun-20			
14909	Initial	10/7/2019	Fail	10/8/2019	Pass	Landlord/Owner Self-Certification per HUD waiver.	May-20			
15057	Initial	10/7/2019	Fail	10/9/2019	Pass	Landlord/Owner Self-Certification per HUD waiver.	Jul-20			
15031	Initial	11/27/2019	Pass			Landlord/Owner Self-Certification per HUD waiver.	Jul-20			
14142	Initial	11/7/2019	Pass							
12059	Initial	11/25/2019	Pass							
15073	Initial	9/29/2020	Fail	10/6/2020	Pass					
14743	Initial	11/21/2019	Pass							
15034	Initial	11/27/2019	Pass			Landlord/Owner Self-Certification per HUD waiver.	Jun-20			
97429	Initial	12/2/2019	Fail	12/10/2019	Pass					
12756	Initial	12/6/2019	Pass			Landlord/Owner Self-Certification per HUD waiver.	Jul-20			
14994	Initial	1/2/2020	Pass							
15044	Initial	2/6/2020	Pass							
15112	Initial	2/19/2020	Pass							
15123	Initial	3/13/2020	Pass							
15041	Initial	4/6/2020	Pass							

ID #	Inspection Type	Inspection Date	Inspection Result	Re-Inspection Date if Required	Re-Inspection Result	Inspection Type	Inspection Date	Re-Inspection Date if Required	Re-Inspection Result	Permanent voucher/move-in date
13707	Annual	11/13/2019	Fail	12/13/2019	Pass					2/1/2020
94787	Landlord/Owner Self-Certification	April-20								5/1/2020
13774	Landlord/Owner Self-Certification	April-20								7/1/2020
14305	Landlord/Owner Self-Certification	June-20								10/1/2020
14296	Landlord/Owner Self-Certification	June-20								9/1/2020
99216	Landlord/Owner Self-Certification	May-20								Voucher currently pending
14324	Annual	7/11/2019	Fail	8/12/2019	Pass	Landlord/Owner Self-Certification per HUD waiver.	Jul-20			10/1/2020
13868	Annual	10/23/2019	Fail	11/22/2019	Pass					11/1/2019
14338	Annual	8/22/2019	Pass							11/1/2020
10169	Annual	8/20/2019	Pass							11/1/2020
14401	Annual	8/8/2019	Pass							11/1/2020

ID #	Inspection Type	Inspection Date	Inspection Result	Re-Inspection Date if Required	Re-Inspection Result	Move-Out
98604						7/31/2019
11492	Annual	8/22/2019	Fail	9/23/2019	Pass	7/7/2020
97407	Initial	8/13/2019	Pass			5/31/2020
14897	Initial	8/1/2019	Pass			Vacated per notice 7/31/2020 and did not respond to be reissued voucher.
13794	Initial	12/5/2019	Pass			Vacated and voluntarily going off program



TO: [VENDORNAME] [DATE]
[VENDORADD1]
[VENDORADD2]
[VENDORCITY], [VENDORSTATE] [VENDORZIP]

FROM: LDCHA Property and Program Management Office

Dear Landlord/Manager,

For your convenience you can fill this form out online at
<https://form.jotform.com/202375916468060>

Landlord/Owner Certification and Annual Inspection Form

RE: [TENANTNAME] [TENANTADD1] [TENANTADD2][TENANTCITY], [TENANTSTATE]
[TENANTZIP]

Due to the recent COVID-19 pandemic, and an effort to maintain business relationships with our landlords and tenants, HUD has waived the requirement to complete a visual Housing Quality Standards (HQS) Inspection as part of Annual Recertification for continued occupancy and execution of the Housing Assistance Payment (HAP) Contract. The waiver allows LDCHA the flexibility to rely on the owner's certification that the owner has no basis to have knowledge that life threatening conditions exist in the unit in question, instead of conducting a visual inspection at this time..

You are being offered the option to certify requirements listed below to allow for continued occupancy of the resident and execution of the HAP contract. In lieu of LDCHA completing the visual annual inspection of the property, you may complete the necessary form and return this to LDCHA no later than **September 30, 2020**. If the LDCHA does not receive this completed form by the deadline, the unit can be considered non-compliant to Housing Quality Standards and payment abated until receipt of the form. **For any HQS inspection that authorizes a PHA to rely upon self-certification for the absence of life-threatening conditions, the PHA is now required to perform an inspection of the unit no later than one-year from the date of the owner's certification.**

This certification is made part of the LDCHA inspection process: *Owner Responsibilities: Maintaining the unit in accordance with HQS, including performance of ordinary and extraordinary maintenance. CFR 24 982.452 Subpart J Housing Assistance Payments Contract and Owner Responsibilities.*

_____ **The Owner/Management staff certifies to have no reasonable basis to have knowledge of life threatening conditions existing in the unit.**

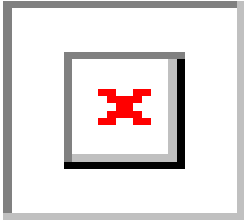
(Initial Here)

By completing and signing this form you have no reasonable basis to have knowledge that life threatening conditions exist in the unit in question. In addition, the information is accurate and true. It is further understood that presenting or participating in false statement(s) is subject to punishment under federal law and may constitute a breach of the HAP contract. *CFR 24 982.453 Subpart J Housing Assistance Payments Contract - Owner breach of contract.*

Print Name

Signature

Date



Office of Community Planning and Development
U.S. Department of Housing and Urban Development
Integrated Disbursement and Information System
PR26 - CDBG Financial Summary Report
Program Year 2019
LAWRENCE , KS

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PART I: SUMMARY OF CDBG RESOURCES

01 UNEXPENDED CDBG FUNDS AT END OF PREVIOUS PROGRAM YEAR	944,730.00
02 ENTITLEMENT GRANT	721,890.00
03 SURPLUS URBAN RENEWAL	0.00
04 SECTION 108 GUARANTEED LOAN FUNDS	0.00
05 CURRENT YEAR PROGRAM INCOME	75,981.37
05a CURRENT YEAR SECTION 108 PROGRAM INCOME (FOR SI TYPE)	0.00
06 FUNDS RETURNED TO THE LINE-OF-CREDIT	0.00
06a FUNDS RETURNED TO THE LOCAL CDBG ACCOUNT	0.00
07 ADJUSTMENT TO COMPUTE TOTAL AVAILABLE	0.00
08 TOTAL AVAILABLE (SUM, LINES 01-07)	1,742,601.37

PART II: SUMMARY OF CDBG EXPENDITURES

09 DISBURSEMENTS OTHER THAN SECTION 108 REPAYMENTS AND PLANNING/ADMINISTRATION	741,100.66
10 ADJUSTMENT TO COMPUTE TOTAL AMOUNT SUBJECT TO LOW/MOD BENEFIT	0.00
11 AMOUNT SUBJECT TO LOW/MOD BENEFIT (LINE 09 + LINE 10)	741,100.66
12 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION	148,043.56
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)	889,144.22
16 UNEXPENDED BALANCE (LINE 08 - LINE 15)	853,457.15

PART III: LOWMOD BENEFIT THIS REPORTING PERIOD

17 EXPENDED FOR LOW/MOD HOUSING IN SPECIAL AREAS	0.00
18 EXPENDED FOR LOW/MOD MULTI-UNIT HOUSING	0.00
19 DISBURSED FOR OTHER LOW/MOD ACTIVITIES	739,991.36
20 ADJUSTMENT TO COMPUTE TOTAL LOW/MOD CREDIT	0.00
21 TOTAL LOW/MOD CREDIT (SUM, LINES 17-20)	739,991.36
22 PERCENT LOW/MOD CREDIT (LINE 21/LINE 11)	99.85%

LOW/MOD BENEFIT FOR MULTI-YEAR CERTIFICATIONS

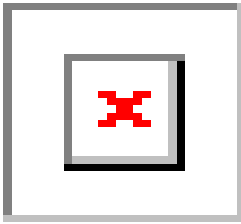
23 PROGRAM YEARS(PY) COVERED IN CERTIFICATION	PY: 2017 PY: 2018 PY: 2019
24 CUMULATIVE NET EXPENDITURES SUBJECT TO LOW/MOD BENEFIT CALCULATION	2,001,982.00
25 CUMULATIVE EXPENDITURES BENEFITING LOW/MOD PERSONS	2,001,982.00
26 PERCENT BENEFIT TO LOW/MOD PERSONS (LINE 25/LINE 24)	100.00%

PART IV: PUBLIC SERVICE (PS) CAP CALCULATIONS

27 DISBURSED IN IDIS FOR PUBLIC SERVICES	99,558.67
28 PS UNLIQUIDATED OBLIGATIONS AT END OF CURRENT PROGRAM YEAR	4,292.00
29 PS UNLIQUIDATED OBLIGATIONS AT END OF PREVIOUS PROGRAM YEAR	16,333.00
30 ADJUSTMENT TO COMPUTE TOTAL PS OBLIGATIONS	0.00
31 TOTAL PS OBLIGATIONS (LINE 27 + LINE 28 - LINE 29 + LINE 30)	87,517.67
32 ENTITLEMENT GRANT	721,890.00
33 PRIOR YEAR PROGRAM INCOME	151,085.15
34 ADJUSTMENT TO COMPUTE TOTAL SUBJECT TO PS CAP	0.00
35 TOTAL SUBJECT TO PS CAP (SUM, LINES 32-34)	872,975.15
36 PERCENT FUNDS OBLIGATED FOR PS ACTIVITIES (LINE 31/LINE 35)	10.03%

PART V: PLANNING AND ADMINISTRATION (PA) CAP

37 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION	148,043.56
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)	148,043.56
42 ENTITLEMENT GRANT	721,890.00
43 CURRENT YEAR PROGRAM INCOME	75,981.37
44 ADJUSTMENT TO COMPUTE TOTAL SUBJECT TO PA CAP	0.00
45 TOTAL SUBJECT TO PA CAP (SUM, LINES 42-44)	797,871.37
46 PERCENT FUNDS OBLIGATED FOR PA ACTIVITIES (LINE 41/LINE 45)	18.55%



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LINE 17 DETAIL: ACTIVITIES TO CONSIDER IN DETERMINING THE AMOUNT TO ENTER ON LINE 17

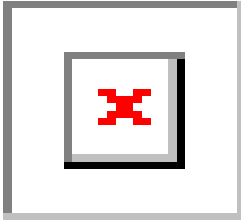
Report returned no data.

LINE 18 DETAIL: ACTIVITIES TO CONSIDER IN DETERMINING THE AMOUNT TO ENTER ON LINE 18

Plan Year	IDIS Project	IDIS Activity	Activity Name	Matrix Code	National Objective	Drawn Amount
2019	12	2465	LDCHA Connect Home Fiber Project	14C	LMH	\$1,109.30
				14C	Matrix Code	\$1,109.30
Total						\$1,109.30

LINE 19 DETAIL: ACTIVITIES INCLUDED IN THE COMPUTATION OF LINE 19

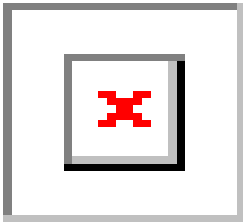
Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2019	12	2457	6324718	Community Living Opportunities HVAC Replacement	03B	LMC	\$900.54
2019	12	2457	6333989	Community Living Opportunities HVAC Replacement	03B	LMC	\$358.09
2019	12	2457	6356217	Community Living Opportunities HVAC Replacement	03B	LMC	\$255.38
2019	12	2457	6361318	Community Living Opportunities HVAC Replacement	03B	LMC	\$515.25
2019	12	2457	6368886	Community Living Opportunities HVAC Replacement	03B	LMC	\$1,139.40
2019	12	2457	6377205	Community Living Opportunities HVAC Replacement	03B	LMC	\$594.04
2019	12	2457	6381930	Community Living Opportunities HVAC Replacement	03B	LMC	\$1,709.40
2019	12	2457	6404615	Community Living Opportunities HVAC Replacement	03B	LMC	\$2,217.59
					03B	Matrix Code	\$7,689.69
2019	12	2460	6377205	Lawrence Community Shelter-Roof replacement	03C	LMC	\$565.80
2019	12	2460	6381930	Lawrence Community Shelter-Roof replacement	03C	LMC	\$1,709.40
2019	12	2460	6404615	Lawrence Community Shelter-Roof replacement	03C	LMC	\$576.57
					03C	Matrix Code	\$2,851.77
2017	6	2360	6347298	Public Works - Pedestrian Hybrid Beacon 16th and Haskell	03K	LMA	\$8,696.38
2018	9	2428	6361318	North Lawrence Traffic Calming	03K	LMA	\$45,000.00
					03K	Matrix Code	\$53,696.38
2018	9	2427	6313387	PW1903 Sidewalk Gap and Activity Delivery	03L	LMA	\$7,997.69
2018	9	2427	6313729	PW1903 Sidewalk Gap and Activity Delivery	03L	LMA	\$8,629.22
2018	9	2427	6324718	PW1903 Sidewalk Gap and Activity Delivery	03L	LMA	\$5,256.42
2018	9	2427	6333989	PW1903 Sidewalk Gap and Activity Delivery	03L	LMA	\$2,625.32
2018	9	2427	6347298	PW1903 Sidewalk Gap and Activity Delivery	03L	LMA	\$1,852.87
2018	9	2427	6356217	PW1903 Sidewalk Gap and Activity Delivery	03L	LMA	\$2,170.05
2018	9	2427	6361318	PW1903 Sidewalk Gap and Activity Delivery	03L	LMA	\$18,955.38
2018	9	2427	6368886	PW1903 Sidewalk Gap and Activity Delivery	03L	LMA	\$121,875.75
2018	9	2427	6376823	PW1903 Sidewalk Gap and Activity Delivery	03L	LMA	\$826.00
2018	9	2427	6377205	PW1903 Sidewalk Gap and Activity Delivery	03L	LMA	\$86,598.85
2018	9	2427	6381930	PW1903 Sidewalk Gap and Activity Delivery	03L	LMA	\$84,557.50
2018	9	2427	6396709	PW1903 Sidewalk Gap and Activity Delivery	03L	LMA	\$21,789.00
					03L	Matrix Code	\$363,134.05
2019	8	2436	6356217	LAWRENCE COMMUNITY SHELTER	03T	LMC	\$12,182.50
2019	8	2436	6361318	LAWRENCE COMMUNITY SHELTER	03T	LMC	\$12,182.50
2019	8	2436	6368886	LAWRENCE COMMUNITY SHELTER	03T	LMC	\$12,182.50
2019	8	2436	6377205	LAWRENCE COMMUNITY SHELTER	03T	LMC	\$12,182.50
					03T	Matrix Code	\$48,730.00
2019	10	2433	6313729	CATHOLIC CHARITIES OF NE KANSAS EA	05Q	LMC	\$1,125.00
2019	10	2433	6324718	CATHOLIC CHARITIES OF NE KANSAS EA	05Q	LMC	\$965.00
2019	10	2433	6333989	CATHOLIC CHARITIES OF NE KANSAS EA	05Q	LMC	\$967.00
2019	10	2433	6347298	CATHOLIC CHARITIES OF NE KANSAS EA	05Q	LMC	\$1,117.50
2019	10	2433	6361318	CATHOLIC CHARITIES OF NE KANSAS EA	05Q	LMC	\$250.00
2019	10	2433	6368886	CATHOLIC CHARITIES OF NE KANSAS EA	05Q	LMC	\$1,450.00
2019	10	2433	6377205	CATHOLIC CHARITIES OF NE KANSAS EA	05Q	LMC	\$1,199.00
2019	10	2433	6381930	CATHOLIC CHARITIES OF NE KANSAS EA	05Q	LMC	\$479.50



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Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2019	10	2433	6396709	CATHOLIC CHARITIES OF NE KANSAS EA	05Q	LMC	\$1,986.99
2019	10	2433	6404615	CATHOLIC CHARITIES OF NE KANSAS EA	05Q	LMC	\$2,127.01
2019	10	2434	6333989	EMERGENCY SERVICES COUNCIL	05Q	LMC	\$6,188.52
2019	10	2434	6396709	EMERGENCY SERVICES COUNCIL	05Q	LMC	\$4,384.48
2019	10	2437	6313729	SUCCESS BY 6	05Q	LMC	\$5,332.80
2019	10	2437	6333989	SUCCESS BY 6	05Q	LMC	\$1,675.28
2019	10	2437	6347298	SUCCESS BY 6	05Q	LMC	\$487.00
2019	10	2437	6404615	SUCCESS BY 6	05Q	LMC	\$77.92
					05Q	Matrix Code	\$29,813.00
2019	10	2435	6324718	HOUSING AND CREDIT COUNSELING, INC.	05X	LMC	\$510.00
2019	10	2435	6333989	HOUSING AND CREDIT COUNSELING, INC.	05X	LMC	\$425.00
2019	10	2435	6347298	HOUSING AND CREDIT COUNSELING, INC.	05X	LMC	\$1,615.00
2019	10	2435	6361318	HOUSING AND CREDIT COUNSELING, INC.	05X	LMC	\$850.00
2019	10	2435	6368886	HOUSING AND CREDIT COUNSELING, INC.	05X	LMC	\$595.00
2019	10	2435	6377205	HOUSING AND CREDIT COUNSELING, INC.	05X	LMC	\$850.00
2019	10	2435	6381930	HOUSING AND CREDIT COUNSELING, INC.	05X	LMC	\$255.00
2019	10	2435	6396709	HOUSING AND CREDIT COUNSELING, INC.	05X	LMC	\$595.00
2019	10	2435	6404615	HOUSING AND CREDIT COUNSELING, INC.	05X	LMC	\$255.00
					05X	Matrix Code	\$5,950.00
2019	11	2438	6313729	BROOK CREEK NEIGHBORHOOD ASSOCIATION	05Z	LMA	\$1,246.14
2019	11	2438	6324718	BROOK CREEK NEIGHBORHOOD ASSOCIATION	05Z	LMA	\$210.00
2019	11	2438	6333989	BROOK CREEK NEIGHBORHOOD ASSOCIATION	05Z	LMA	\$220.00
2019	11	2438	6347298	BROOK CREEK NEIGHBORHOOD ASSOCIATION	05Z	LMA	\$270.00
2019	11	2438	6368886	BROOK CREEK NEIGHBORHOOD ASSOCIATION	05Z	LMA	\$540.00
2019	11	2438	6376823	BROOK CREEK NEIGHBORHOOD ASSOCIATION	05Z	LMA	\$200.00
2019	11	2438	6377205	BROOK CREEK NEIGHBORHOOD ASSOCIATION	05Z	LMA	\$220.00
2019	11	2438	6396709	BROOK CREEK NEIGHBORHOOD ASSOCIATION	05Z	LMA	\$420.00
2019	11	2438	6404615	BROOK CREEK NEIGHBORHOOD ASSOCIATION	05Z	LMA	\$1,169.25
2019	11	2439	6313387	EAST LAWRENCE NEIGHBORHOOD ASSOCIATION	05Z	LMA	\$400.00
2019	11	2439	6324718	EAST LAWRENCE NEIGHBORHOOD ASSOCIATION	05Z	LMA	\$400.00
2019	11	2439	6333989	EAST LAWRENCE NEIGHBORHOOD ASSOCIATION	05Z	LMA	\$400.00
2019	11	2439	6347298	EAST LAWRENCE NEIGHBORHOOD ASSOCIATION	05Z	LMA	\$800.00
2019	11	2439	6361318	EAST LAWRENCE NEIGHBORHOOD ASSOCIATION	05Z	LMA	\$800.00
2019	11	2439	6368886	EAST LAWRENCE NEIGHBORHOOD ASSOCIATION	05Z	LMA	\$400.00
2019	11	2439	6377205	EAST LAWRENCE NEIGHBORHOOD ASSOCIATION	05Z	LMA	\$400.00
2019	11	2439	6396709	EAST LAWRENCE NEIGHBORHOOD ASSOCIATION	05Z	LMA	\$400.00
2019	11	2439	6404615	EAST LAWRENCE NEIGHBORHOOD ASSOCIATION	05Z	LMA	\$800.00
2019	11	2440	6313729	PINCKNEY NEIGHBORHOOD ASSOCIATION	05Z	LMA	\$217.50
2019	11	2440	6324718	PINCKNEY NEIGHBORHOOD ASSOCIATION	05Z	LMA	\$823.18
2019	11	2440	6361318	PINCKNEY NEIGHBORHOOD ASSOCIATION	05Z	LMA	\$601.16
2019	11	2440	6396709	PINCKNEY NEIGHBORHOOD ASSOCIATION	05Z	LMA	\$1,930.94
2019	11	2441	6368886	SCHWEGLER NEIGHBORHOOD ASSOCIATION	05Z	LMA	\$657.50
2019	11	2441	6404615	SCHWEGLER NEIGHBORHOOD ASSOCIATION	05Z	LMA	\$1,540.00
					05Z	Matrix Code	\$15,065.67
2018	4	2424	6313387	EMERGENCY/FURNACE LOAN PROGRAM	14A	LMH	\$11,250.00
2019	1	2458	6377205	Comprehensive Rehabilitation Program 2019	14A	LMH	\$6,853.50
2019	1	2458	6396709	Comprehensive Rehabilitation Program 2019	14A	LMH	\$18,046.50
2019	1	2458	6404615	Comprehensive Rehabilitation Program 2019	14A	LMH	\$28,160.00
2019	3	2443	6361318	Weatherization Program 2019	14A	LMH	\$22,042.12
2019	3	2443	6376823	Weatherization Program 2019	14A	LMH	\$10,800.00
2019	4	2431	6313387	Emergency/Furnace Loan Program	14A	LMH	\$5,000.00
2019	4	2431	6313729	Emergency/Furnace Loan Program	14A	LMH	\$10,755.00
2019	4	2431	6324718	Emergency/Furnace Loan Program	14A	LMH	\$4,300.00
2019	4	2431	6333989	Emergency/Furnace Loan Program	14A	LMH	\$4,100.00
2019	4	2431	6347298	Emergency/Furnace Loan Program	14A	LMH	\$6,030.50
2019	4	2431	6368886	Emergency/Furnace Loan Program	14A	LMH	\$4,694.00



Office of Community Planning and Development
 U.S. Department of Housing and Urban Development
 Integrated Disbursement and Information System
 PR26 - CDBG Financial Summary Report
 Program Year 2019
 LAWRENCE , KS

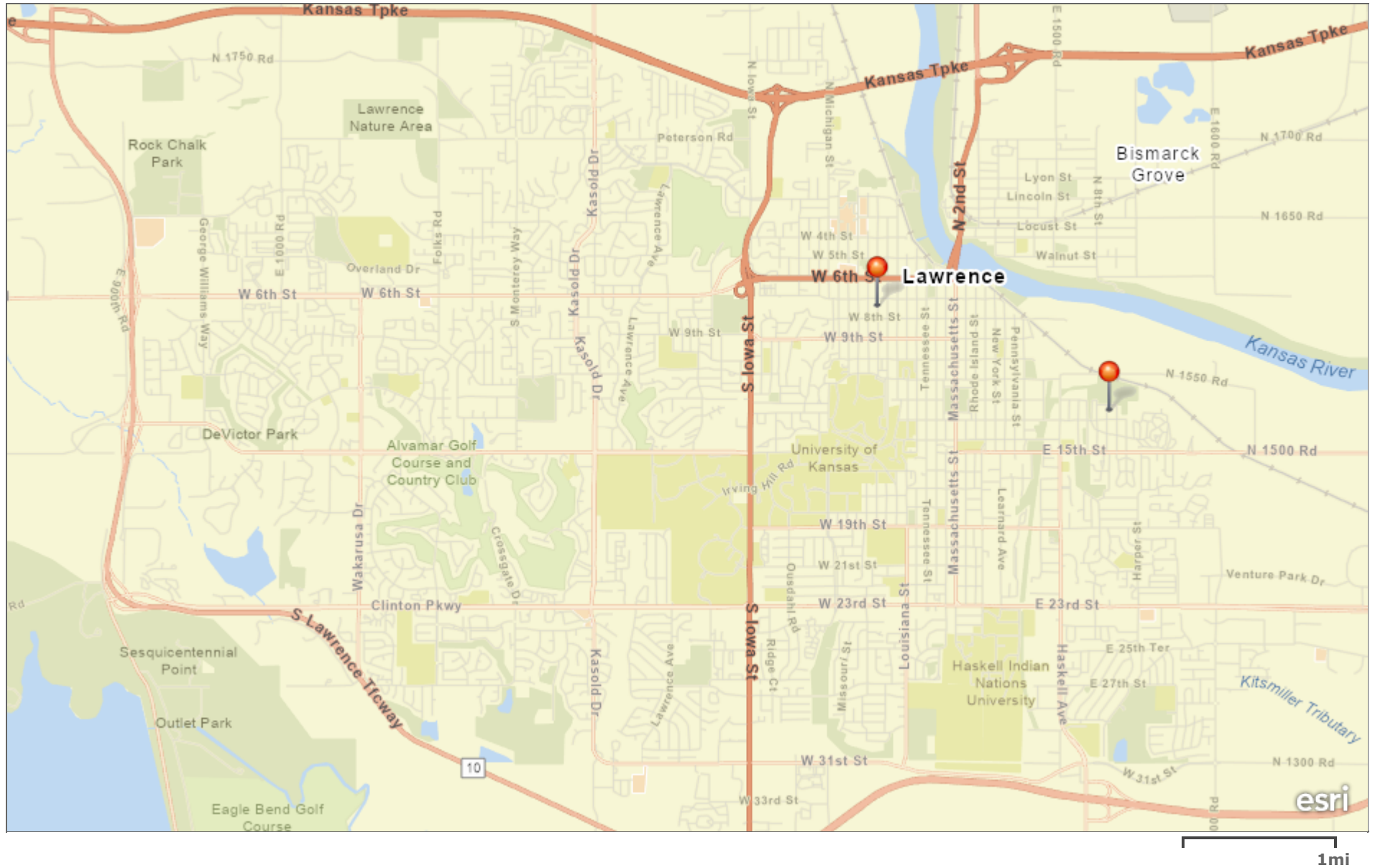
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 PAGE: 4

Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2019	4	2431	6377205	Emergency/Furnace Loan Program	14A	LMH	\$4,750.00
2019	4	2431	6381930	Emergency/Furnace Loan Program	14A	LMH	\$5,000.00
2019	5	2452	6333989	AHP-INDEPENDENCE INC	14A	LMH	\$14,255.00
					14A	Matrix Code	\$156,036.62
2019	1	2456	6324718	ACTIVITY DELIVERY FOR COMPREHENSIVE HOUSING REHABILITATION	14H	LMH	\$2,886.66
2019	1	2456	6333989	ACTIVITY DELIVERY FOR COMPREHENSIVE HOUSING REHABILITATION	14H	LMH	\$915.06
2019	1	2456	6347298	ACTIVITY DELIVERY FOR COMPREHENSIVE HOUSING REHABILITATION	14H	LMH	\$1,671.32
2019	1	2456	6356217	ACTIVITY DELIVERY FOR COMPREHENSIVE HOUSING REHABILITATION	14H	LMH	\$3,267.84
2019	1	2456	6361318	ACTIVITY DELIVERY FOR COMPREHENSIVE HOUSING REHABILITATION	14H	LMH	\$2,576.64
2019	1	2456	6368886	ACTIVITY DELIVERY FOR COMPREHENSIVE HOUSING REHABILITATION	14H	LMH	\$2,563.65
2019	1	2456	6377205	ACTIVITY DELIVERY FOR COMPREHENSIVE HOUSING REHABILITATION	14H	LMH	\$1,046.18
2019	1	2456	6381930	ACTIVITY DELIVERY FOR COMPREHENSIVE HOUSING REHABILITATION	14H	LMH	\$2,279.20
2019	1	2456	6396709	ACTIVITY DELIVERY FOR COMPREHENSIVE HOUSING REHABILITATION	14H	LMH	\$3,565.00
2019	1	2456	6404615	ACTIVITY DELIVERY FOR COMPREHENSIVE HOUSING REHABILITATION	14H	LMH	\$531.71
2019	3	2446	6313729	WEATHERIZATION GRANT ACTIVITY DELIVERY	14H	LMH	\$5,094.84
2019	3	2446	6324718	WEATHERIZATION GRANT ACTIVITY DELIVERY	14H	LMH	\$1,406.32
2019	3	2446	6333989	WEATHERIZATION GRANT ACTIVITY DELIVERY	14H	LMH	\$763.87
2019	3	2446	6347298	WEATHERIZATION GRANT ACTIVITY DELIVERY	14H	LMH	\$298.45
2019	3	2446	6356217	WEATHERIZATION GRANT ACTIVITY DELIVERY	14H	LMH	\$357.42
2019	3	2446	6361318	WEATHERIZATION GRANT ACTIVITY DELIVERY	14H	LMH	\$887.38
2019	4	2445	6313387	EMERGENCY AND FURNACE LOAN ACTIVITY DELIVERY	14H	LMH	\$6,302.06
2019	4	2445	6313729	EMERGENCY AND FURNACE LOAN ACTIVITY DELIVERY	14H	LMH	\$1,002.71
2019	4	2445	6324718	EMERGENCY AND FURNACE LOAN ACTIVITY DELIVERY	14H	LMH	\$2,294.53
2019	4	2445	6333989	EMERGENCY AND FURNACE LOAN ACTIVITY DELIVERY	14H	LMH	\$2,705.38
2019	4	2445	6347298	EMERGENCY AND FURNACE LOAN ACTIVITY DELIVERY	14H	LMH	\$1,969.77
2019	4	2445	6356217	EMERGENCY AND FURNACE LOAN ACTIVITY DELIVERY	14H	LMH	\$357.42
2019	4	2445	6361318	EMERGENCY AND FURNACE LOAN ACTIVITY DELIVERY	14H	LMH	\$858.75
2019	4	2445	6368886	EMERGENCY AND FURNACE LOAN ACTIVITY DELIVERY	14H	LMH	\$2,392.74
2019	4	2445	6377205	EMERGENCY AND FURNACE LOAN ACTIVITY DELIVERY	14H	LMH	\$2,827.50
2019	4	2445	6381930	EMERGENCY AND FURNACE LOAN ACTIVITY DELIVERY	14H	LMH	\$1,383.80
2019	5	2447	6313729	ACTIVITY DELIVERY (CDBG) FOR AHP Projects	14H	LMH	\$216.80
2019	5	2447	6324718	ACTIVITY DELIVERY (CDBG) FOR AHP Projects	14H	LMH	\$246.72
2019	5	2447	6333989	ACTIVITY DELIVERY (CDBG) FOR AHP Projects	14H	LMH	\$1,989.25
2019	5	2447	6347298	ACTIVITY DELIVERY (CDBG) FOR AHP Projects	14H	LMH	\$596.90
2019	5	2447	6356217	ACTIVITY DELIVERY (CDBG) FOR AHP Projects	14H	LMH	\$51.06
2019	5	2447	6377205	ACTIVITY DELIVERY (CDBG) FOR AHP Projects	14H	LMH	\$169.65
2019	5	2447	6381930	ACTIVITY DELIVERY (CDBG) FOR AHP Projects	14H	LMH	\$122.10
2019	5	2453	6333989	INDEPENDENCE INC-ACTIVITY DELIVERY	14H	LMH	\$1,425.50
					14H	Matrix Code	\$57,024.18
Total							\$739,991.36

LINE 27 DETAIL: ACTIVITIES INCLUDED IN THE COMPUTATION OF LINE 27

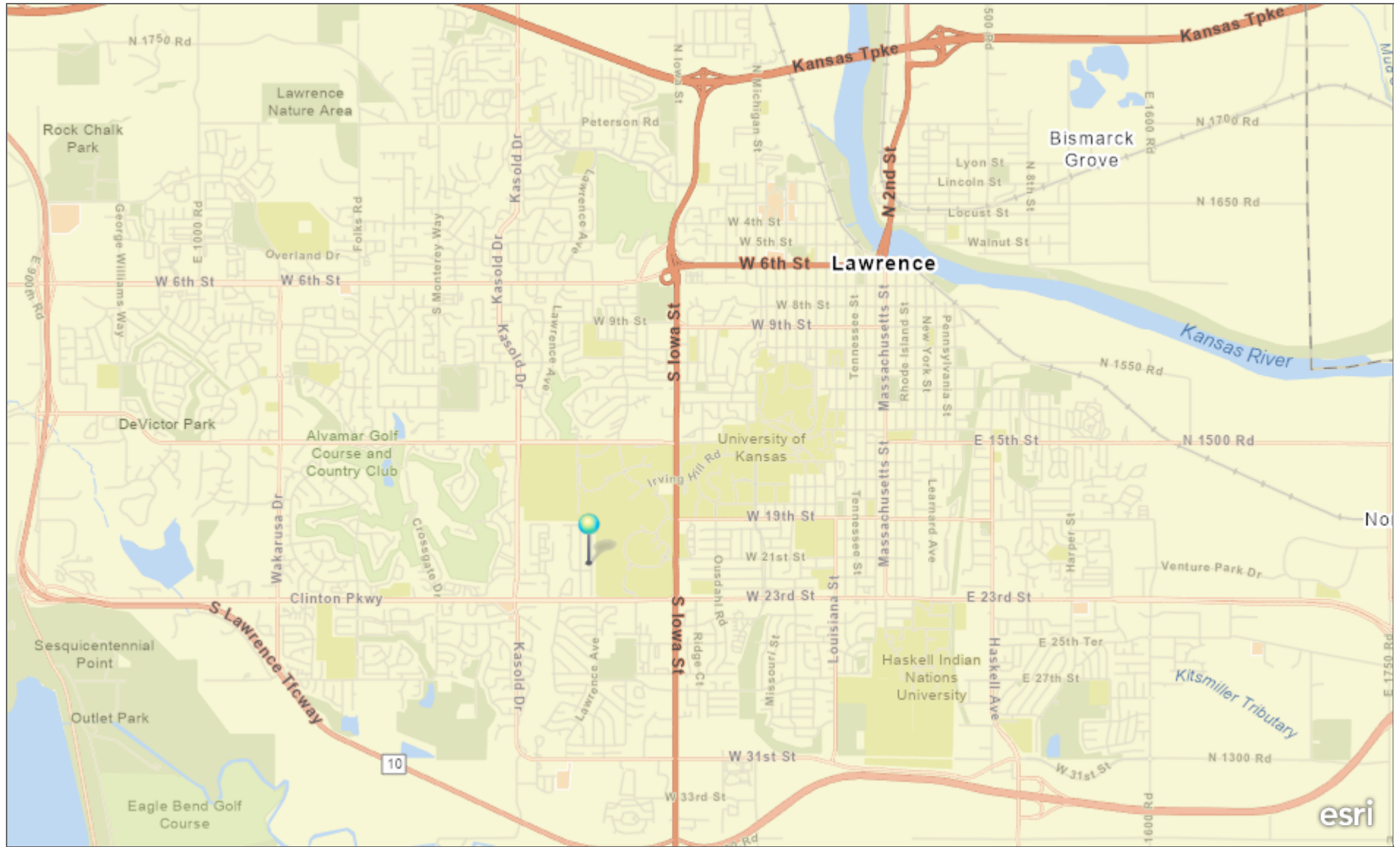
Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2019	8	2436	6356217	LAWRENCE COMMUNITY SHELTER	03T	LMC	\$12,182.50
2019	8	2436	6361318	LAWRENCE COMMUNITY SHELTER	03T	LMC	\$12,182.50
2019	8	2436	6368886	LAWRENCE COMMUNITY SHELTER	03T	LMC	\$12,182.50

2019 CDBG Accessible Housing Program



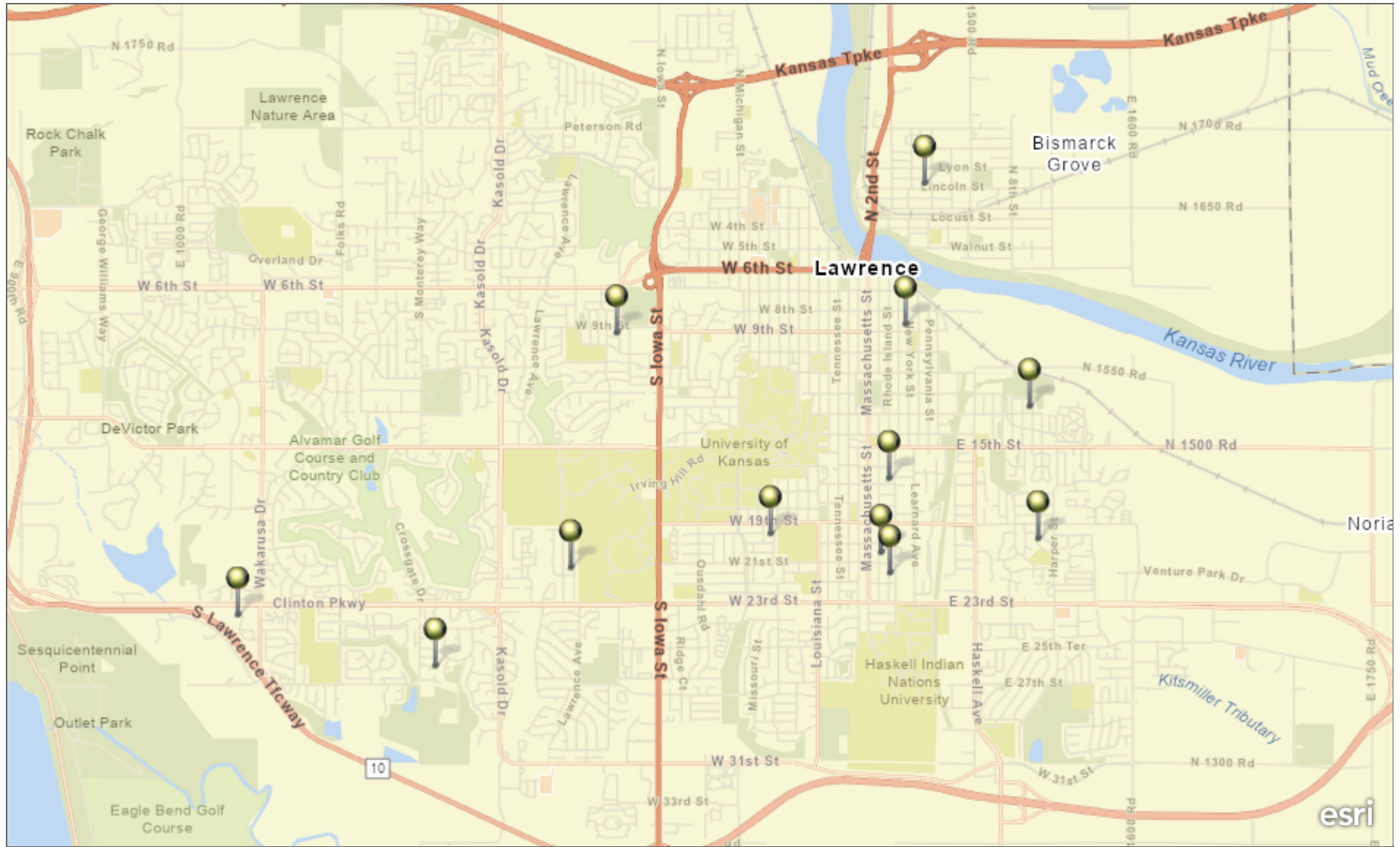
City of Lawrence, Kansas, Missouri Dept. of Conservation, Missouri DNR, Esri, HERE, Garmin, SafeGraph, METI/NASA, USGS, EPA, NPS, USDA

2019 CDBG Comprehensive Rehab Program



City of Lawrence, Kansas, Missouri Dept. of Conservation, Missouri DNR, Esri, HERE, Garmin, SafeGraph, INCREMENT P, METI/NASA, USGS, EPA, NPS, US Census Bureau, USDA

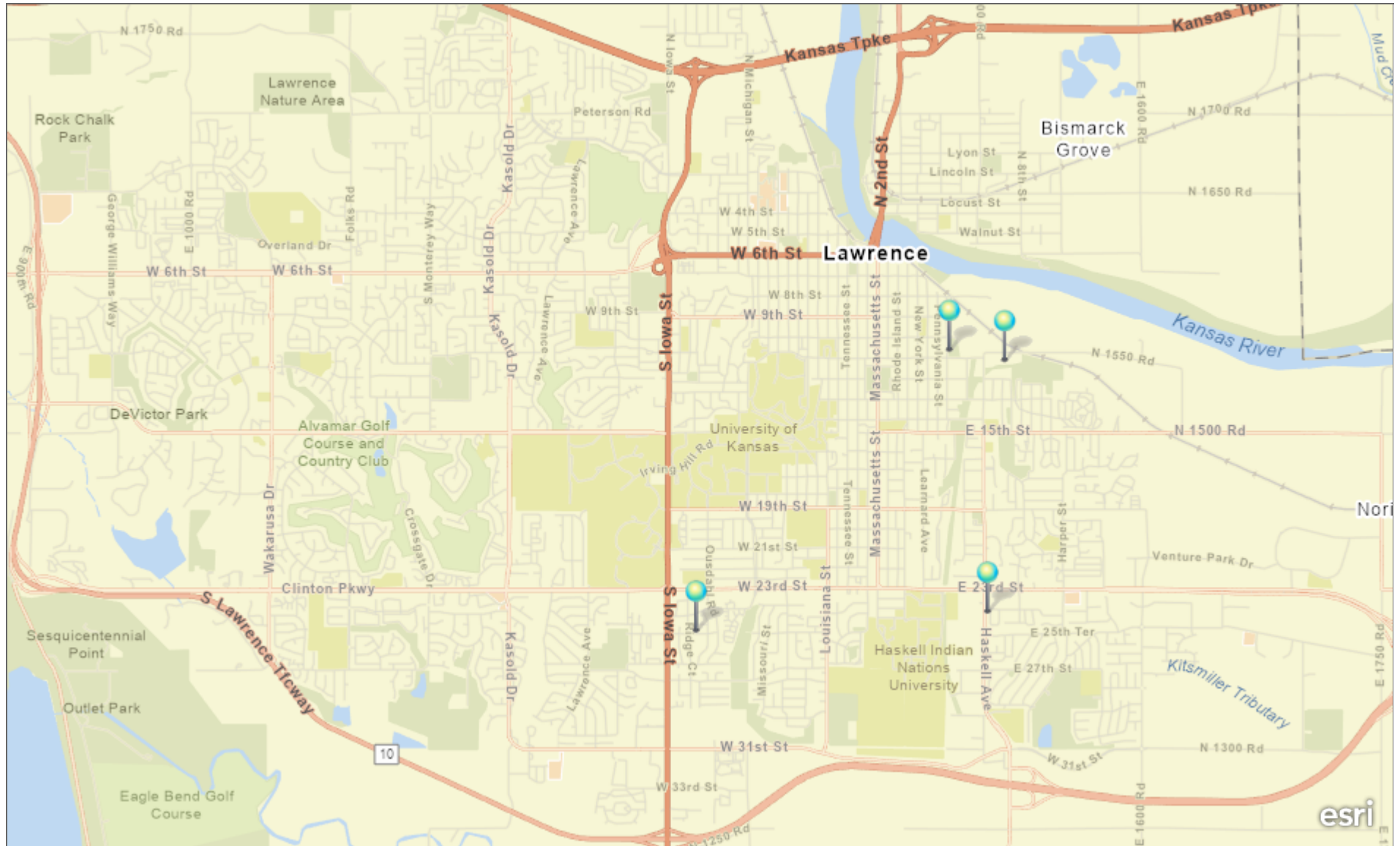
2019 CDBG Weatherization Program



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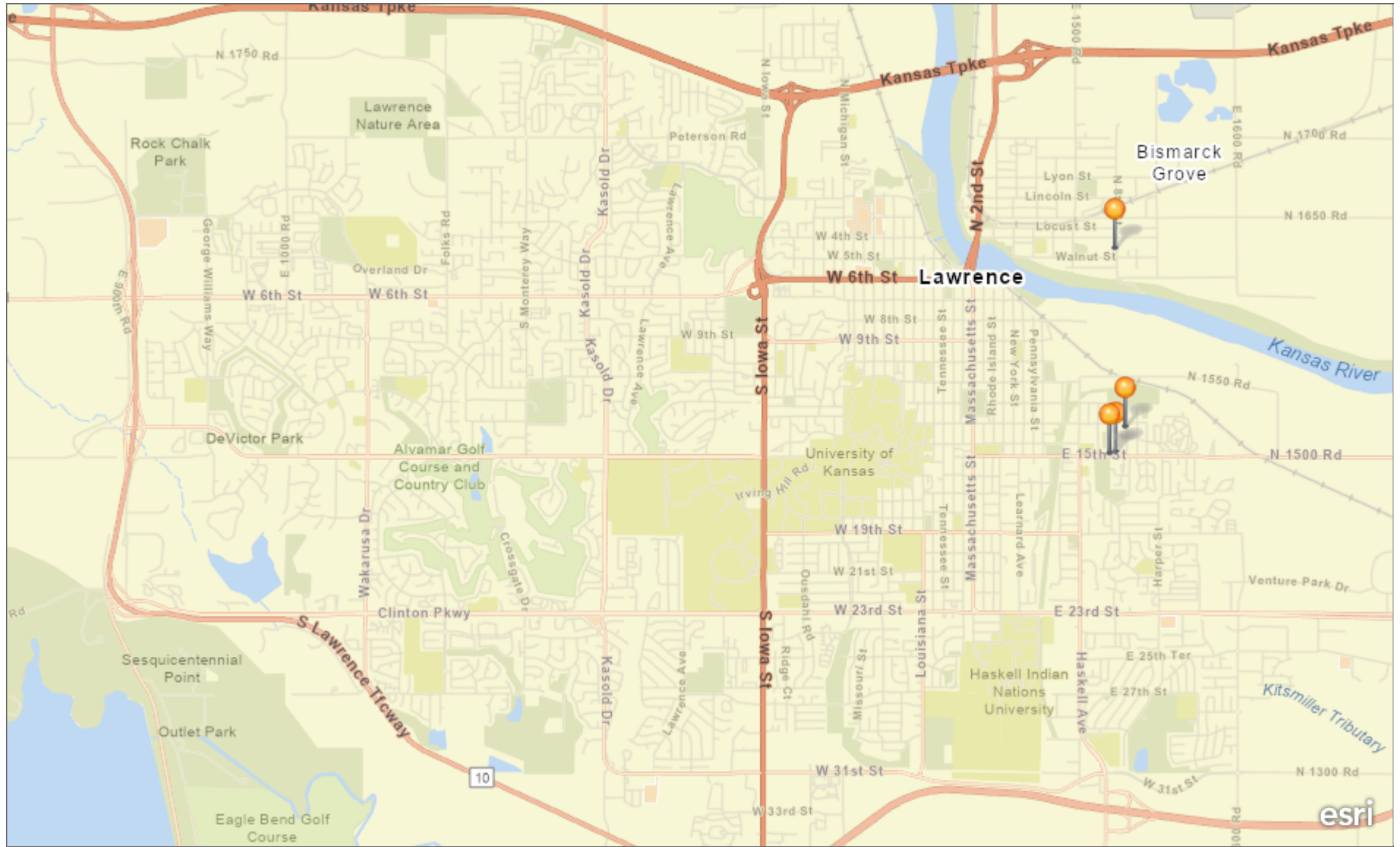
City of Lawrence, Kansas, Missouri Dept. of Conservation, Missouri DNR, Esri, HERE, Garmin, SafeGraph, INCREMENT P, METI/NASA, USGS, EPA, NPS, US Census Bureau, USDA

2019 HOME First Time Homebuyer Assistance



City of Lawrence, Kansas, Missouri Dept. of Conservation, Missouri DNR, Esri, HERE, Garmin, SafeGraph, INCREMENT P, METI/NASA, USGS, EPA, NPS, US Census Bureau, USDA

2019 HOME New Construction



City of Lawrence, Kansas, Missouri Dept. of Conservation, Missouri DNR, Esri, HERE, Garmin, SafeGraph, INCREMENT P, METI/NASA, USGS, EPA, NPS, US Census Bureau, USDA

2019 Additional Match - City of Lawrence						
<i>File #</i>	<i>Type</i>	<i>Address</i>	<i>Applicant</i>	<i>Date</i>	<i>Reason</i>	<i>Amount</i>
1-19-00918	Residential new single family	1309 PROSPECT AVE	Tenants to Homeowners, Inc	06/27/2019	Matching Grant	\$1,357.75
1-19-01194	Residential new single family	1316 E 15TH ST	Tenants to Homeowners, Inc	07/18/2019	Matching Grant	\$800.00
1-19-01193	Residential new single family	1445 PRAIRIE AVE	Tenants to Homeowners, Inc	07/18/2019	Matching Grant	\$800.00
1-19-01512	Residential new single family	217 N 8TH ST	Lawrence Habitat for Humanity Inc	08/29/2019	Matching Grant	\$800.00
TOTAL						\$3,757.75
2019 Additional Match - Habitat for Humanity						
NA	Community Foundation Sponsor	217 N 8th Street	Lawrence Habitat for Humanity Inc	12/28/2018	Foundations	\$1,400.00
NA	Corportate Foundation Sponsor	217 N 8th Street	Lawrence Habitat for Humanity Inc	3/29/2109	Foundations	\$1,500.00
NA	Institutional Sponsor	217 N 8th Street	Lawrence Habitat for Humanity Inc	10/4/2018	Foundations	\$2,680.00
NA	Institutional Sponsor	217 N 8th Street	Lawrence Habitat for Humanity Inc	8/29/2019	Foundations	\$1,100.00
TOTAL						\$6,680.00
GRAND TOTAL						\$10,437.75

Tenants to Homeowners, Inc. Transactions by Account

Accrual Basis

As of September 30, 2019

Type	Date	Num	Name	Memo	Class	Clr	Split	Amount	Balance
Retained Earnings									
Closing Entry	12/31/2018							60.00	60.00
Total Retained Earnings								60.00	60.00
Fundraising Income									
Auction Fundraiser									
Deposit	06/20/2019	26851	Black Gold Insulatio...	Deposit	Administr...		Administrative	100.00	100.00
Deposit	06/20/2019	2191	Moore Valuation	Deposit	Administr...		Administrative	250.00	350.00
Deposit	07/11/2019	82100	McGrew Real Estat...	Deposit	Administr...		Administrative	250.00	600.00
Deposit	07/11/2019	19414	SS&C Solutions	Deposit	Administr...		Administrative	1,000.00	1,600.00
Deposit	07/11/2019	30766	Kastl Plumbing, Inc.	Deposit	Administr...		Administrative	1,000.00	2,600.00
Invoice	07/16/2019	11706	US Bank-customer	Sponsorship	Administr...		Accounts Rec...	1,000.00	3,600.00
Deposit	07/16/2019	60092...	Truity	Battle of the ...	Administr...		Administrative	5,000.00	8,600.00
Deposit	07/22/2019	3427	Home Energy Soluti...	Battle of the ...	Administr...		Administrative	500.00	9,100.00
Deposit	07/22/2019	13353	Hernly Associates, I...	Battle of the ...	Administr...		Administrative	500.00	9,600.00
Deposit	07/22/2019	4216	Basic Carpet Care	Battle of the ...	Administr...		Administrative	250.00	9,850.00
Bill	07/31/2019	2430	Bell's Turf		Administr...		Accounts Paya...	1,500.00	11,350.00
General Journal	08/06/2019	In-Kind	Pro-Print	In-Kind donati...	Administr...	X	Accounts Paya...	0.00	11,350.00
Deposit	08/14/2019		PayPal Giving Fund	Dustin Irish	Administr...		Administrative	100.00	11,450.00
Deposit	08/14/2019	8297	KHRC	Deposit B	Administr...		Administrative	500.00	11,950.00
Deposit	08/14/2019	13386	Hernly Associates, I...	Deposit B	Administr...		Administrative	500.00	12,450.00
Deposit	08/14/2019	1155		Eric & Shelly ...	Administr...		Administrative	50.00	12,500.00
Deposit	08/14/2019	1247		Holly Garber	Administr...		Administrative	250.00	12,750.00
Deposit	08/19/2019	69478	First Management, I...	Deposit C	Administr...		Administrative	500.00	13,250.00
Deposit	08/20/2019		Douglas County Co...	E.S.M. Alley ...	Administr...		DCCF	500.00	13,750.00
Deposit	08/21/2019		Good Energy Soluti...	from Tracy Ja...	Administr...		Administrative	500.00	14,250.00
Credit	08/26/2019		Fast Signs	2019 Annual ...	Administr...		Accounts Paya...	250.00	14,500.00
Deposit	09/03/2019	2196	Wheatland Investm...	Battle Builder...	Administr...		Administrative	500.00	15,000.00
Deposit	09/03/2019	010247	CEK Insurance	Battle Builder...	Administr...		Administrative	1,000.00	16,000.00
Deposit	09/03/2019	017369	Alpha Roofing, Inc.	Battle Builder...	Administr...		Administrative	500.00	16,500.00
Deposit	09/03/2019	055890	Security 1st Title	Battle Builder...	Administr...		Administrative	500.00	17,000.00
Deposit	09/05/2019	3154		Robert & Amy...	Administr...		Project Fund	250.00	17,250.00
Deposit	09/09/2019	1141	Hoke Ley Architectu...	Hoke Key Bo...	Administr...		Project Fund	250.00	17,500.00
Deposit	09/09/2019	008602	Capitol Federal Fou...	CapFed BoTB	Administr...		Project Fund	1,000.00	18,500.00
Deposit	09/16/2019	00189...	Kansas Secure Title	Deposit 5	Administr...		Project Fund	250.00	18,750.00
Deposit	09/18/2019	1130	Dave Besson	donation 201...	Administr...		Project Fund	50.00	18,800.00
Deposit	09/18/2019	2549	Suzanne Kerich	donation 201...	Administr...		Project Fund	50.00	18,850.00
Deposit	09/18/2019	3886	Rebecca Buford (ve...	donation 201...	Administr...		Project Fund	20.00	18,870.00
Deposit	09/18/2019	1569	Payne, Pat	Pat donation f...	Administr...		Project Fund	112.00	18,982.00
Deposit	09/18/2019		Annual Event 2019	cash from tick...	Administr...		Project Fund	1,193.00	20,175.00
Deposit	09/20/2019	1802	Patrick Shepard	donation for 2...	Administr...		Project Fund	300.00	20,475.00
Credit	09/25/2019		Laser One Pest Ma...	2019 Annual ...	Administr...		Accounts Paya...	750.00	21,225.00
Bill	09/25/2019		1445 Prairie Ave	in-kind donati...	New Con...		Accounts Paya...	2,250.00	23,475.00
Bill	09/25/2019		1316 E. 15th	in-kind donati...	New Con...		Accounts Paya...	2,250.00	25,725.00
Credit	09/25/2019		Bell's Turf	Annual event ...	Administr...		Accounts Paya...	500.00	26,225.00
Credit	09/25/2019		1445 Prairie Ave	pledge est for...	New Con...		Accounts Paya...	3,000.00	29,225.00
Credit	09/25/2019		1316 E. 15th	pledge est for...	New Con...		Accounts Paya...	3,000.00	32,225.00
Credit	09/25/2019		1316 E. 15th	est in-kind do...	New Con...		Accounts Paya...	2,500.00	34,725.00
Credit	09/25/2019		Cottin's Hardware &...	donation to lo...	Administr...		Accounts Paya...	275.00	35,000.00
Deposit	09/25/2019		Jason Dahl	Deposit	Administr...		Project Fund	1,500.00	36,500.00
Deposit	09/25/2019		Maureen Allman	Deposit	Administr...		Project Fund	10.00	36,510.00
Deposit	09/25/2019		Bobbie Walthall	Deposit	Administr...		Project Fund	15.00	36,525.00
Deposit	09/25/2019		Ramon Muhammad	Deposit	Administr...		Project Fund	5.00	36,530.00
Deposit	09/25/2019		Allison Rodecap	Deposit	Administr...		Project Fund	15.00	36,545.00
Total Auction Fundraiser								36,545.00	36,545.00
Total Fundraising Income								36,545.00	36,545.00
TOTAL								36,605.00	36,605.00