



# City of Lawrence

PLANNING & DEVELOPMENT SERVICES

## 2019 Action Plan



Consolidated Plan 2018-2022

**2019 Investment Summary Draft 4/26/19**

<b>CDBG Public Services</b>	
<b>Brook Creek Neighborhood Association</b>	
Operating and Coordinator Expenses	\$4,800.00
<b>East Lawrence Neighborhood Association</b>	
Operating and Coordinator Expenses	\$4,800.00
<b>Pinckney Neighborhood Association</b>	
Operating and Coordinator Expenses	\$4,800.00
<b>Schwegler Neighborhood Association</b>	
Operating and Coordinator Expenses	\$4,800.00
<i>Subtotal Neigh. Public Service \$19,200</i>	
<b>Catholic Charities of Northeast Kansas</b>	
Lawrence Emergency Assistance Center	\$11,667.00
<b>Housing and Credit Counseling</b>	
Housing and Credit Counseling Program	\$10,540.00
<b>Lawrence Community Shelter</b>	
Operating Expenses	\$48,730.00
<b>The Salvation Army</b>	
Emergency Service Council	\$10,573.00
<b>Success By 6 Coalition of Douglas County</b>	
Housing Assistance Fund	\$7,573.00
<i>Subtotal Agency Public Service \$89,083</i>	
<b>Public Services Total</b>	<b>\$108,283.00</b>

<b>CDBG Non-Public Service</b>	
<b>Brook Creek Neighborhood Association</b>	
20mph Pavement Markings	\$12,000.00
<b>Lawrence Community Shelter</b>	
Solar Photovoltaic	\$164,965.00
<b>City of Lawrence (Public Works Division)</b>	
Non-Motorized (Ped/Bike) Improvements	\$200,000.00
<b>Community Living Opportunities</b>	
Replace roof at 2113 Delaware St	\$53,535.00
<b>Community Development Division (CDD)</b>	
Housing Rehab/ EL/ FL/ Weatherization	\$268,607.00
<b>Independence, Inc</b>	
Accessible Housing Program (AHP)	\$49,500.00
<b>Lawrence-Douglas County Housing Authority</b>	
ConnectHomeUSA	\$25,000.00
<b>Total Non-Public Service</b>	<b>\$773,607.00</b>

<b>CDBG Administration</b>	
2018 CDBG Contingency	\$0.00
CDD Administration of CDBG	\$140,000.00
<b>CDBG GRAND TOTAL</b>	<b>\$1,021,890.00</b>

<b>HOME Investment Partnerships Program</b>	
LDCHA Tenant Based Rental Assistance	\$233,446.00
CHDO Set-Aside	\$60,298.00
CHDO Operating Expenses	\$20,099.00
First-Time Homebuyer Program	\$72,946.00
CDD Administration of HOME	\$40,198.00
Lawrence Habitat for Humanity	\$0.00
<b>HOME GRAND TOTAL</b>	<b>\$426,987.00</b>

<b>Funding Sources</b>	
2019 CDBG Grant	\$721,890.00
2018 Contingency	\$0.00
Projected Program Income	\$50,000.00
Grant Reallocation	\$250,000.00
<b>Total CDBG Grant Allocation</b>	<b>\$1,021,890.00</b>
2019 HOME Grant	\$401,987.00
Projected Program Income	\$25,000.00
Grant Reallocation	\$0.00
<b>Total HOME Grant Allocation</b>	<b>\$426,987.00</b>

<b>Totals</b>	
Total CDBG Grant Allocation	\$1,021,890.00
Total HOME Grant Allocation	\$426,987.00
<b>GRAND TOTAL, CDBG &amp; HOME</b>	<b>\$1,448,877.00</b>

## Executive Summary

### AP-05 Executive Summary - 24 CFR 91.200(c), 91.220(b)

#### 1. Introduction

This Annual Action Plan provides a basis and strategy 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 Partnership (HOME) programs. This Annual Action Plan (Year two of the 2018 - 2022 Consolidated Plan) covers the period beginning August 1, 2019 through July 31, 2020, including one program year. Programs and activities described in this plan are intended to primarily benefit 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 plan 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, and homeless persons. A complete draft of this plan has been made available for public review and comment for a 30-day period beginning April 25, 2019. The availability of both the draft plan and the final plan is advertised in the Lawrence Journal-World newspaper and the complete documents are available for review at the City's website [www.lawrenceks.org/pds](http://www.lawrenceks.org/pds) and in print form in the Development Services office of Planning and Development Services.

This Annual Action Plan was drafted prior to final 2019PY CDBG and HOME allocation amounts from HUD. The Community Development Advisory Committee at their 4/25/2019 meeting will direct staff as to how to adjust the final numbers in the event of variations from the estimated amounts.

#### 2. Summarize the objectives and outcomes identified in the Plan

This could be a restatement of items or a table listed elsewhere in the plan or a reference to another location. It may also contain any essential items from the housing and homeless needs assessment, the housing market analysis or the strategic plan.

Throughout this Annual Action Plan the *Step Up to Better Housing* strategy is mentioned on numerous occasions. This strategy will continue to be the guideline for funding allocations and recommendations. There are five main components of the Step Up to Better Housing strategy; Emergency Housing (Temporary options for immediate & safe shelter for individuals and families who are homeless, transient, or experiencing an emergency situation), 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), Permanent Supportive Housing, Permanent Housing (a variety of

ownership and rental choices ), and Revitalized Neighborhoods. In creating this Annual Action Plan, the Step Up to Better Housing strategy remains the focal point for determining objectives and assessing expected outcomes.

### **3. Evaluation of past performance**

This is an evaluation of past performance that helped lead the grantee to choose its goals or projects.

The City of Lawrence continues to utilize the Step Up to Better Housing strategy as the basis for funding decisions made by the Community Development Advisory Committee. The strategy is approved by the City Commission, and reaffirmed on a yearly basis prior to allocating funding for CDBG and HOME activities and projects. Guided by this strategy, funding is consistently allocated to one of five areas: Emergency Shelter, Transitional Housing, Permanent/Permanent Supportive Housing, Revitalized Neighborhoods, and Community Facilities. This strategy has proven to both provide the most benefit to sustaining services in the community that serve low-moderate income individuals and families, as well as to effectively meet the three objectives of providing decent, affordable housing, suitable living environments, or economic opportunities. The City of Lawrence Community Development Division has been very successful at providing homeowner improvement programs such as weatherization, comprehensive housing rehabilitation, emergency and furnace loans, and first-time homebuyer rehabilitation. Public service agencies and CDBG funded neighborhood associations provide reporting on performance measures and other capital improvement projects such as traffic calming devices and sidewalk gap construction have provided immediate community benefits.

### **4. Summary of Citizen Participation Process and consultation process**

Summary from citizen participation section of plan.

The City of Lawrence abides by the Citizen Participation Plan most recently amended in September of 2016. This plan is reviewed and approved by the City Commission. Citizen participation is the heart of the consolidated planning process, involving citizens in decisions that directly affect their lives. The purpose of the Citizen Participation Plan is to encourage and insure full and proper citizen participation at all stages of the Consolidated Plan process. The Citizen Participation Plan formally designates structures, procedures, roles and policies to be followed by program participants. A secondary purpose of this Plan is to implement federal regulations regarding citizen participation for the consolidated planning process described by Title 24 CFR 91.105 of the Housing and Community Development Act of 1974, as amended. Nothing in this Plan shall restrict the responsibility and authority of the City of Lawrence (City) from developing and executing its Consolidated Plan. There are six Consolidated Plan objectives outlined in the Citizen Participation Plan: OBJECTIVE NO. 1: Provide for and encourage citizen participation with particular emphasis on participation by persons of low and moderate income, particularly those who are residents

of slum and blighted areas and of areas in which CDBG and HOME funds are proposed to be used, and provide for participation of residents in low and moderate income neighborhoods as defined by the City of Lawrence. Additionally, provide for and encourage participation of all citizens, including minorities and non-English speaking persons, as well as persons with disabilities. Provide for and encourage, in conjunction with the Lawrence-Douglas County Housing Authority, citizen participation of residents of public and assisted housing developments, along with other low-income residents of targeted revitalization areas in which the developments are located. Provide information to the housing authority about consolidated plan activities related to its developments within the community so that the housing authority may make this information available at the annual public hearing required under the Comprehensive Grant program. OBJECTIVE NO. 2: Provide citizens with reasonable and timely access to local meetings, information, and records relating to the Consolidated Plan, Substantial Amendments, and the Performance Report, as required by regulations and relating to the actual use of funds under this title. Provide information regarding the displacement of persons and specifying the types and levels of assistance that will be available, even though no displacement is expected to occur. OBJECTIVE NO. 3: Provide for technical assistance to citizens, public agencies, interested parties, and other groups representative of persons of low and/or moderate income that request such assistance in developing proposals with the level and type of assistance to be determined by the City. OBJECTIVE NO. 4: Provide for public hearings to obtain citizen views and to respond to proposals and questions at all stages of the consolidated planning process, including the Citizen Participation Plan, the development of needs, the review of proposed activities, and the review of program performance. Such hearings shall be held after adequate notice, at times and locations convenient to potential or actual beneficiaries, and with accommodation for persons with disabilities. Notice of public hearings will be published as display ads prior to the date of the public hearing. OBJECTIVE NO. 5: Provide for a timely written answer to written complaints and grievances, within fifteen (15) working days where practicable. OBJECTIVE NO. 6: Identify how the needs of non-English speaking residents will be met in the case of public hearings where a significant number of non-English speaking residents can be reasonably expected to participate.

## **5. Summary of public comments**

Public comments attached in minute form.

## **6. Summary of comments or views not accepted and the reasons for not accepting them**

There were no public comments not accepted.

## **7. Summary**

Based on the needs of the community, the Step Up to Better Housing strategy remains the focus of funding allocation recommendations for 2019. The Community Development Advisory Committee will continue to reaffirm the strategy before each funding cycle, and funding decisions will be based on relevancy to the strategy.

**PR-05 Lead & Responsible Agencies – 91.200(b)**

**1. Agency/entity responsible for preparing/administering the Consolidated Plan**

Describe the agency/entity responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

Agency Role	Name	Department/Agency
CDBG Administrator	LAWRENCE	Planning and Development Services
HOME Administrator	LAWRENCE	Planning and Development Services

**Table 1 – Responsible Agencies**

**Narrative (optional)**

The lead agency for the Consolidated Plan is the Community Development Division of the Planning and Development Services Department, City of Lawrence, KS. This division and department oversaw the development of the plan. Two citizen advisory boards performed key roles: the Affordable Housing Advisory Board, and the Community Development Advisory Committee.

**The Affordable Housing Advisory Board (AHAB) Purpose:**

Established by Ordinance No. 9427, as amended on February 6, 2018, the purpose of the Affordable Housing Board is to:

1. Advise the Governing Body regarding issues affecting affordable housing and supportive services in the community;
2. Oversee and facilitate the purpose of the Affordable Housing Trust Fund, which is to support the acquisition, rehabilitation, and development of affordable housing and supportive services so that all persons in the community have access to independent living with dignity;
3. Make recommendations to the Governing Body regarding the expenditure of money from the Affordable Housing Trust Fund in order to fund projects, as reviewed and approved by the Board, that are consistent with the purpose of the Affordable Housing Trust Fund; and

4. Make recommendations to the Governing Body regarding the cultivation and maintenance of steady and various streams of income to fund the Affordable Housing Trust Fund. However, the Board shall not apply for any grant without prior approval of the Governing Body; nor shall it accept any gift or donation without prior approval of the Governing Body.

Members of the Board shall serve three (3) year terms, except when appointed to complete an unexpired term. As established by the bylaws, the terms of Board members shall be staggered so that no more than one-third of the Board's terms shall expire each year. No member shall serve more than two (2) consecutive full, 3-year terms. All members of the board shall serve without compensation.

**The Community Development Advisory Committee (CDAC)** Purpose: To advise and assist the City of Lawrence, Kansas in program funding and policy recommendations regarding the Community Development Block Grant (CDBG) and HOME Investment Partnerships Program (HOME). The 11 committee members are drawn from low and moderate income areas and neighborhoods at-large.

### **Consolidated Plan Public Contact Information**

Danelle Walters

Community Development Manager, City of Lawrence Planning and Development Services

PO Box 708, Lawrence KS 66044

[dwalters@lawrenceks.org](mailto:dwalters@lawrenceks.org)

## **AP-10 Consultation – 91.100, 91.200(b), 91.215(I)**

### **1. Introduction**

The following information is compromised of the agencies that have served on committees, provided direct input or provided input via other means, CDBG, HOME, and CoC-funded sub-recipients, and delivered the CDBG and HOME services directly. The Consolidated Plan and Action Plan process is a year-round accumulation of reports, discussions, analysis, and observations. All of the agencies/groups listed below have had a part in the final product as well as decisions and discussions that happen year-round.

### **Provide a concise summary of the jurisdiction’s activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215(I))**

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 at the Bert Nash Mental Health Center. Agendas for advisory committees are structured so as to obtain reports and feedback from community partners. Staff additionally is involved in Continuum of Care efforts in the community. 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.

### **Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness.**

Lawrence and Douglas County are a part of the Kansas Balance of State (BoS) Continuum of Care (CoC). The BoS CoC consists of eight regions containing 101 counties. Lawrence and Douglas County is its own region within the CoC. Danelle Walters, Community Development Manager in the Community Development Division has served for three years as the Chair of the BoS CoC Committee as well as the regional coordinator for the Lawrence/Douglas County region. The CoC committee meets on a quarterly basis and there are reports heard from each region including Lawrence/Douglas County. The information from the CoC meeting is reported back to the HIAC as well as other service providers and agencies in the community. Community service providers and partners meet on a year-round basis regarding Point-In-Time (PIT) homeless count efforts. The PIT numbers are used throughout the community in varying capacities, and because of the efforts of the City and the service providers, the importance and impact of the count are appreciated and every effort is made to perform an effective and efficient count. In addition, the City of Lawrence is an Emergency Solutions Grant recipient through the State of Kansas and coordination between the City and the CoC is reached in that way as well. Within the community, the



numbers received as part of the PIT efforts are implemented into the Community Housing Vision, and gaps are identified from what housing services are available and what the actual need is. The BoS has not reported any unaccompanied youth in recent years, and the community has placed a special emphasis on homeless families with children. Agencies have examined their programs and resources to service this particular population. Referral sources are utilized when a particular sector of homeless are unable to obtain resources in Lawrence or Douglas County.

**Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards for and evaluate outcomes of projects and activities assisted by ESG funds, and develop funding, policies and procedures for the operation and administration of HMIS**

Lawrence is a state ESG recipient, and consults with both the funding agency, the Kansas Housing Resources Corporation (KHRC), as well as the CoC. KHRC surveyed the CoC participating agencies and developed their funding plan and performance standards. Lawrence also participated in the Consolidated Plan process with the State, as well as attended training on ESG. The City of Lawrence funds three agencies with their ESG allocation, the Lawrence Community Shelter, The Salvation Army, and the Willow Domestic Violence Center. The City also works with KHRC in the local implementation of the HMIS system through MAACLink. The City facilitates training, provides agency feedback to the vendor, and in addition staff has also attended the HMIS training. The City works with both the local agencies as well as MAACLink for HMIS service delivery.

**2. Describe Agencies, groups, organizations and others who participated in the process and describe the jurisdiction's consultations with housing, social service agencies and other entities**

**Table 2 – Agencies, groups, organizations who participated**

1	<b>Agency/Group/Organization</b>	LAWRENCE
	<b>Agency/Group/Organization Type</b>	Other government - Local Grantee Department
	<b>What section of the Plan was addressed by Consultation?</b>	All parts, including creation of the Consolidated Plan.
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Lead Agency. Delivers homeowner improvement programs. Lead-based paint strategy, market analysis, program monitoring and administration. Floodplain management. Broadband consultation with providers.
2	<b>Agency/Group/Organization</b>	Community Development Advisory Committee
	<b>Agency/Group/Organization Type</b>	City Advisory Board
	<b>What section of the Plan was addressed by Consultation?</b>	All parts of the Consolidated Plan/Annual Action Plan
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Allocation of funding in 2019 for CDBG and HOME, held public hearings, took citizen input and citizen participation. Recommended funding to City Commission.
3	<b>Agency/Group/Organization</b>	Balance of State CoC
	<b>Agency/Group/Organization Type</b>	Continuum of Care
	<b>What section of the Plan was addressed by Consultation?</b>	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy

	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The Coalition for Homeless Concerns is the regional planning group for the CoC. Recommendations made for funding, support of projects, recruitment of potential applicants. Participation in state-wide CoC meetings and required data gathering for HUD
4	<b>Agency/Group/Organization</b>	Affordable Housing Advisory Board
	<b>Agency/Group/Organization Type</b>	City Advisory Board
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Non-Homeless Special Needs Market Analysis
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Advisory board that recommends funding from the city's Housing Trust Fund. Commissioned a comprehensive housing market analysis in 2018.
5	<b>Agency/Group/Organization</b>	Bert Nash Mental Health Center
	<b>Agency/Group/Organization Type</b>	Services - Housing Services-homeless
	<b>What section of the Plan was addressed by Consultation?</b>	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Participation in CoC regional activities, transitional housing consultation, Point-In-Time data collection. Participant in creating and implementation of Community Housing Vision. Active in regional planning for the CoC. Provides input on unsheltered homeless and homeless needs gap analysis.

6	<b>Agency/Group/Organization</b>	Coalition for Homeless Concerns
	<b>Agency/Group/Organization Type</b>	Regional organization
	<b>What section of the Plan was addressed by Consultation?</b>	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Regional group for the Lawrence/Douglas County Balance of State. Provide input on homeless concerns and provide discussion of solutions. The CHC also holds community forums and discussions on the issues seen by the homeless community as well as the agencies that serve them
7	<b>Agency/Group/Organization</b>	Habitat for Humanity
	<b>Agency/Group/Organization Type</b>	Housing
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Market Analysis
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Developer using HOME funds. Provides the department with plans for housing development within the community via the grant application.
8	<b>Agency/Group/Organization</b>	HOUSING AND CREDIT COUNSELING, INC
	<b>Agency/Group/Organization Type</b>	Service-Fair Housing
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Non-Homeless Special Needs

	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	CDBG sub-recipient. Provides monthly client reporting. Provides analysis of needs within grant application. Participation in CDAC public hearings.
9	<b>Agency/Group/Organization</b>	INDEPENDENCE, INC
	<b>Agency/Group/Organization Type</b>	Housing Services-Persons with Disabilities
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Non-Homeless Special Needs AFH
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	CDBG sub-recipient. Provides accessibility improvements for disabled renters. Provides demographics and input to staff regarding their clientele. Participant in Community Health Plan regarding Housing needs.
10	<b>Agency/Group/Organization</b>	Lawrence Homebuilder's Association
	<b>Agency/Group/Organization Type</b>	Housing
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Affordable Housing
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Work with building codes and standards. Provide input on process as well as gaps and enhancements in the construction of permanent housing in the community. Active participant on AHAB.
11	<b>Agency/Group/Organization</b>	LAWRENCE COMMUNITY SHELTER
	<b>Agency/Group/Organization Type</b>	Services-homeless

	<b>What section of the Plan was addressed by Consultation?</b>	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy AFH
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	LCS is the only emergency homeless shelter in Lawrence. Active participant in the regional CoC effort. CDBG sub-recipient. Reports monthly on demographics of clientele. Meets regularly with CDD staff regarding needs analysis and recommendations. ESG funded agency.
12	<b>Agency/Group/Organization</b>	LAWRENCE HOUSING AUTHORITY
	<b>Agency/Group/Organization Type</b>	PHA
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Public Housing Needs Homeless Needs - Families with children Homelessness Strategy AFH
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	HOME sub-recipient for TBRA program. Meets regularly with CDD staff regarding TBRA, Section 8, Moving to Work, and case management. Administered HPRP program for the City. Monthly reporting to HIAC regarding programs. Very active in community partnerships, LIHTC projects, and is also a CoC funded-agency with a PSH program. Active participant in AHAB.
13	<b>Agency/Group/Organization</b>	TENANTS TO HOMEOWNERS, INC
	<b>Agency/Group/Organization Type</b>	Housing

	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Non-Homeless Special Needs AFH
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	HOME program Community Housing Development Organization (CHDO). Quarterly meeting with staff regarding projects and consistent market analysis. Works with first-time homebuyer rehabilitation, CHDO set-aside, Neighborhood Stabilization Program, LIHTC, and permanent housing development. Administers Lawrence Community Housing Trust. Active participant in AHAB.
14	<b>Agency/Group/Organization</b>	Department for Children and Families
	<b>Agency/Group/Organization Type</b>	Services-Children Other government - State
	<b>What section of the Plan was addressed by Consultation?</b>	Non-Homeless Special Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Participant in LDCHA transitional housing program. MOU with LDCHA for case management of TBRA clients. Provides assessment and details of services in community. Provides consultation to the plan for foster care discharge. AHAB participant.
15	<b>Agency/Group/Organization</b>	THE SALVATION ARMY
	<b>Agency/Group/Organization Type</b>	Housing Services-Persons with Disabilities Services-homeless
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homelessness Needs - Veterans Non-Homeless Special Needs

	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	CoC-funded agency for Permanent Supportive Housing as well as Supportive Services, participant in TBRA program case management, active in regional CoC. Assistance with PIT and data collections for HUD-required information. Provide analysis and assessment of service needs and gaps. Oversees SSVF program.
16	<b>Agency/Group/Organization</b>	THE WILLOW DOMESTIC VIOLENCE CENTER
	<b>Agency/Group/Organization Type</b>	Services-Victims of Domestic Violence
	<b>What section of the Plan was addressed by Consultation?</b>	Homeless Needs - Families with children Non-Homeless Special Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Provide reports to committees on successes and challenges to deliver DV services. Participant in the CoC activities, including PIT data collection. Partner with LDCHA for TBRA program. ESG sub-recipient.
17	<b>Agency/Group/Organization</b>	PUBLIC WORKS DEPARTMENT
	<b>Agency/Group/Organization Type</b>	Other government - Local
	<b>What section of the Plan was addressed by Consultation?</b>	Non-housing Community Development
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	CDBG sub-recipient. Completed inventory of city sidewalk conditions and created a sidewalk gap program to address the needs of walkability in CDBG-funded neighborhoods, as well as other area benefit locations. Consults with CDD staff regarding analysis of neighborhood conditions and strategy to repair such areas. Also works with neighborhoods to provide area capital improvements such as neighborhood crosswalks, storm water management, and street repair.
18	<b>Agency/Group/Organization</b>	Neighborhood Groups/Associations
	<b>Agency/Group/Organization Type</b>	Neighborhood Associations



	<b>What section of the Plan was addressed by Consultation?</b>	Market Analysis Non-Housing Community Development
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Low-moderate income neighborhoods can qualify for CDBG operating and coordinator funding. Currently four neighborhoods receive funding: Brook Creek, Pinckney, East Lawrence, and Schwegler. The associations provide detailed neighborhood assessments of services, condition, and needs in application. In addition, each neighborhood has representation on the CDAC and provide input during the entire Consolidated planning process. Work directly with Public Works department on neighborhood capital improvement projects.
19	<b>Agency/Group/Organization</b>	Lawrence Police Department
	<b>Agency/Group/Organization Type</b>	Other government - Local
	<b>What section of the Plan was addressed by Consultation?</b>	Homelessness Strategy Non-Homeless Special Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Collaboration with the Lawrence Police Department in the Development Services Department includes assistance to staff. Provide input from a public safety viewpoint regarding homelessness issues and additionally provide input on code enforcement issues, including blight and violating properties.
20	<b>Agency/Group/Organization</b>	Douglas County Sheriff's Office
	<b>Agency/Group/Organization Type</b>	Other government - County
	<b>What section of the Plan was addressed by Consultation?</b>	Homelessness Strategy Non-Homeless Special Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Provide consultation on re-entry challenges and implemented procedures. Provide input on the specific population leaving incarceration. Active in CoC data collection and meetings as well. Also active in TBRA program with the LDCHA.

21	<b>Agency/Group/Organization</b>	Family Promise of Lawrence
	<b>Agency/Group/Organization Type</b>	Housing Services-homeless
	<b>What section of the Plan was addressed by Consultation?</b>	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Active participant in regional CoC efforts, as well as represented on the AHAB. Provide information on their population including challenges to reaching permanent housing. Active participant on AHAB.
22	<b>Agency/Group/Organization</b>	Lawrence Memorial Hospital
	<b>Agency/Group/Organization Type</b>	Services-Health Publicly Funded Institution/System of Care
	<b>What section of the Plan was addressed by Consultation?</b>	Homelessness Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Provides detailed reporting on homeless and ER service. Provide consultation on discharge planning.
23	<b>Agency/Group/Organization</b>	Lawrence Business Community
	<b>Agency/Group/Organization Type</b>	Civic Leaders
	<b>What section of the Plan was addressed by Consultation?</b>	Homelessness Strategy AFH

	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Provides input on challenges that the business community faces with homelessness in the downtown business district. Facilitates discussions with community members regarding homelessness.
24	<b>Agency/Group/Organization</b>	Catholic Charities of NE Kansas
	<b>Agency/Group/Organization Type</b>	Services-homeless
	<b>What section of the Plan was addressed by Consultation?</b>	Homelessness Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	CDBG and ESG recipient. Active partner with LDCHA in TBRA program. Provides assessment information regarding service delivery in the community.
25	<b>Agency/Group/Organization</b>	Local Broadband Providers
	<b>Agency/Group/Organization Type</b>	Broadband/Fiber
	<b>What section of the Plan was addressed by Consultation?</b>	Market Analysis
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Includes MidCo. Companies are working with the City on strategic goals centered around broadband and fiber access for the community.
26	<b>Agency/Group/Organization</b>	Justice Matters
	<b>Agency/Group/Organization Type</b>	Housing Regional organization
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment

	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Active participant in AHAB meetings, provide research and recommendations to AHAB regarding housing.
27	<b>Agency/Group/Organization</b>	The University of Kansas
	<b>Agency/Group/Organization Type</b>	University
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Market Analysis
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	AHAB participant. Provides information on student population in regard to housing needs.
28	<b>Agency/Group/Organization</b>	Chamber of Commerce
	<b>Agency/Group/Organization Type</b>	Civic Leaders
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Market Analysis
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	AHAB participant.

**Identify any Agency Types not consulted and provide rationale for not consulting**

All service providers and agencies that provide services directly pertaining to the Consolidated Planning process have been involved in some type of consultation. Some have been consulted during other meetings and other forums. There have been no agencies left off of communication efforts or meeting invitations. The City of Lawrence works very hard to ensure strong and positive community collaboration.

**Other local/regional/state/federal planning efforts considered when preparing the Plan**

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	Kansas Statewide Homeless Coalition	Coordination in terms of homeless program delivery and strategic planning. Technical assistance to grantees, support to applicants.
Horizon 2040	Lawrence/Douglas County Metropolitan Planning Organization	Development, HOME included, abides by the City's Land Use Plan, including but not limited to building codes and zoning requirements. In the process of updating.
2019-2023 Kansas Consolidated Plan	Kansas Housing Resources Corp	The City of Lawrence is an ESG recipient from the State of Kansas, and there have been several community projects that have involved LIHTC that obtain entry-level CDAC recommendations. In addition, the CHDO, Tenants to Homeowners has been a past recipient of State HOME funds. The City of Lawrence has also been a past recipient of NSP and HPRP funding, outlined in this plan.
Transportation 2030	Lawrence/Douglas County Metropolitan Planning Organization	Long-Range Transportation Plan. Overlap in the transportation plan occurs with bus routes and walkability routes within the community, especially in low-moderate income areas. CDBG funds are used for sidewalk repair and public facility projects, all affected by the ability to reach the destination agency or area.

**Table 3 – Other local / regional / federal planning efforts**

**Narrative (optional)**

The City of Lawrence regularly consults with the State of Kansas as well as Douglas County government. While the CDBG and HOME funding affect the city itself, importance is placed on effective collaboration with all agencies with the same cause and goals. The goals of the Consolidated Plan and corresponding Annual Action Plans should be, and are, efforts that have the support of the three levels of government in our community. Several CDBG and HOME-funded agencies work with both the City and the County to reach their goals and deliver their services. As Lawrence is the primary city in Douglas County where many of the service agencies are located, County partnerships are crucial to provide the level of service

necessary to accomplish goals and serve the greater community. The City has a history of strong partnerships with both the State and County and look to continue those relationships and collaborations moving forward.

Additional consultation occurred with USD 497 regarding the Assessment of Fair Housing goals, as well as with other housing providers. BBC Consultants out of Denver additionally performed a Housing Market Assessment in Lawrence in the beginning of 2018 and provided information based on their phone surveys, focus groups, and online surveys.

DRAFT

## **AP-12 Participation – 91.105, 91.200(c)**

### **1. Summary of citizen participation process/Efforts made to broaden citizen participation**

#### **Summarize citizen participation process and how it impacted goal-setting**

The City of Lawrence abides by the Citizen Participation Plan most recently amended in November of 2017. The process makes it possible for anyone who wants to be involved to be able to provide input and have their ideas and recommendations heard. There are two public hearings yearly. Citizens have the opportunity at both public hearings to speak to the CDAC and the staff and assist in planning and creation of the Consolidated Plan. Public hearings are advertised in the Lawrence Journal-World, and agendas/minutes from every CDD-staffed Citizen advisory board are published for citizen review on the website a minimum of one week prior to the scheduled meeting. A listserv notifies citizens of upcoming meetings and other items. Every effort is made to reach groups such as residents of low-moderate income neighborhoods, minorities, non-English speaking persons, persons with disabilities, public housing residents and other organizations such as the CoC, businesses, development officials, city government, and faith-based organizations. In addition, the Director of Planning and Development Services has frequently met with citizens who have concerns, challenges, or recommendations for community development. The City Manager has also worked with citizens that may be able to apply for a CDBG-funded program as a referral source, offering input on their behalf regarding the Plan. Citizen participation is the heart of the consolidated planning process, involving citizens in decisions that directly affect their lives. The Citizen Participation Plan formally designates structures, procedures, roles and policies to be followed by program participants. A secondary purpose of this Plan is to implement federal regulations regarding citizen participation for the consolidated planning process described by Title 24 CFR 91.105 of the Housing and Community Development Act of 1974, as amended. Nothing in this Plan shall restrict the responsibility and authority of the City of Lawrence (City) from developing and executing its Consolidated Plan. The Consolidated Plan and Annual Action plan were made available for review on April 25, 2019. The plan was available on the City's website, [www.lawrenceks.org/pds](http://www.lawrenceks.org/pds), as well as provided in hard copy form at the Development Services offices, located at 1 Riverfront Plaza, Suite 320, Lawrence KS 66044. The first public hearing was held April 25, 2019, and the second public hearing will be held on or around September 12, 2019. The public notice for the hearing was published in the April 18, 2019 Lawrence Journal-World, and the 30-day public comment period began April 26, 2018. The public hearings are both held at the City of Lawrence City Commission Chambers, 6 East 6th Street, Lawrence, KS 66044. Applicant agencies were notified of the process and dates via the listserv. Staff provided technical assistance to applicants throughout the allocation process, including a review of the application packet for eligibility and correct documentation. The City has resources to assist with those who are non-English speaking and a complete Limited English Proficiency Plan is available on the website and at the CDD offices.

As part of the city's recent Housing Market assessment, more than 2,000 residents and students were surveyed about their housing needs and preferences. This survey provided a unique dataset, customized to Lawrence, for the Needs Assessment and Housing Market sections. Results of the survey were also used to evaluate priority needs and goal setting.

**Citizen Participation Outreach**

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
1	Public Meeting	Minorities Persons with disabilities Non-targeted/broad community Residents of Public and Assisted Housing	See attached minutes from the meeting.	See attached minutes from the meeting.	there were no comments not accepted.	<a href="http://www.lawrenceks.org/pds">www.lawrenceks.org/pds</a>



Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
2	Newspaper Ad	Minorities Persons with disabilities Non-targeted/broad community	NA	There was no written comment received.	There were no comments not accepted.	<a href="http://www.ljworld.com">www.ljworld.com</a>
3	Internet Outreach	Minorities Persons with disabilities Non-targeted/broad community Residents of Public and Assisted Housing	NA	There were no written comments received.	There were no comments not accepted.	<a href="http://www.lawrenceks.org/pds">www.lawrenceks.org/pds</a>

Table 4 – Citizen Participation Outreach

## Expected Resources

### AP-15 Expected Resources – 91.220(c)(1,2)

#### Introduction

The priorities and accomplishment goals outlined in this document are based on assumptions about future funding levels for the Consolidated Plan programs. In all cases, the City of Lawrence has used the presumption of level-funding of each program at Federal Fiscal Year 2019 levels as outlined below. Because these programs are subject to annual Congressional appropriations as well as potential changes in funding distribution formulas or the number of communities eligible to receive entitlement grants, the accomplishment projections and planned activities are subject

DRAFT

to change with availability of funding.

**Anticipated Resources**

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	721,890	50,000	250,000	1,021,890	2,100,000	The City will continue 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/temporary housing, transitional housing, permanent supportive housing, permanent housing and revitalized neighborhoods.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
HOME	public - federal	Acquisition Homebuyer assistance Homeowner rehab Multifamily rental new construction Multifamily rental rehab New construction for ownership TBRA	401,987	25,000	0	426,987	794,314	The City will continue 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/temporary housing, transitional housing, permanent supportive housing, permanent housing and revitalized neighborhoods.

Table 5 - Expected Resources – Priority Table

**Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied**

For the Consolidated Planning period, it is anticipated that the City will continue to receive the Emergency Solutions Grant (ESG) annually from the State of Kansas. In 2018 the amount was \$163,350. ESG funds are primarily used by four agencies to provide shelter operations and essential services, as well as homeless prevention, rapid re-housing, and HMIS support. The City of Lawrence Housing Trust will also be a highly utilized form of Affordable Housing investment in the community. The Housing Trust Fund is funded by both Capital Improvement allocations through the City as well as a voter-approved sales tax initiative. Between those two sources, the Trust Fund should allow for around \$1,300,000 of affordable housing funds for use of (but not limited to) the development, rehabilitation, acquisition, and support services. The City’s Affordable Housing

Advisory Board makes the recommendations to the City Commission for Housing Trust project funding.

The City of Lawrence annually funds a portion of the budget of around five agencies (The Salvation Army, Ballard Community Center, Lawrence Community Shelter, Housing and Credit Counseling, and the Willow Domestic Violence Center) that are also eligible for CDBG funding, usually at 1 to 4% of the agency budget. Additionally, the City of Lawrence funded a portion of the budget for around four non-profit agencies (Boys and Girls Club of Lawrence, Health Care Access, The Shelter, Inc., and VanGo Mobile Arts) that did not receive CDBG funding in the previous Consolidated Plan period of 2013-2017, but who serve low- to moderate-income or homeless individuals and families.

The City of Lawrence also funds a Homeless Outreach Team annually that is administered through the Bert Nash Mental Health Center.

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.

**If appropriate, describe publically owned land or property located within the jurisdiction that may be used to address the needs identified in the plan**

This is not applicable to the City of Lawrence's Annual Action Plan.

**Discussion**

For the 2019 program year, the City of Lawrence will continue to utilize the Step Up to Better Housing strategy for funding decisions as housing and infrastructure is among the highest of priority needs in the community. Resources will continue to be leveraged to provide the most the city can with limited funding. In the 2020 program year, the HOME funding allocation recommendations will fall to the Affordable Housing Advisory Board, and the CDBG funding allocation recommendation process will be determined at a later date within the 2019 program year.

DRAFT

## Annual Goals and Objectives

### AP-20 Annual Goals and Objectives

#### Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Comprehensive Housing Rehabilitation	2018	2022	Affordable Housing	City of Lawrence	Improved quality of owner housing. AFH: Location and type of Affordable Housing AFH: Availability of AH units in a range of sizes AFH: Lack affordable, accessible hsg - range of sz AFH: Lack of access due to high housing costs AFH: Displacement of residents - to econ. pressure	CDBG: \$143,607	Homeowner Housing Rehabilitated: 2 Household Housing Unit / Includes program delivery

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
2	First Time Homebuyer Assistance	2018	2022	Affordable Housing	City of Lawrence	Availability of affordable owner housing. AFH: Location and type of Affordable Housing AFH: Availability of AH units in a range of sizes AFH: Lack affordable, accessible hsg - range of sz AFH: Source of income discrimination AFH: Lack of access due to high housing costs AFH: Displacement of residents - to econ. pressure	HOME: \$72,946	Direct Financial Assistance to Homebuyers: 3 Households Assisted



Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
3	First Time Homebuyer Rehabilitation	2018	2022	Affordable Housing	City of Lawrence	Availability of affordable owner housing. AFH: Location and type of Affordable Housing AFH: Availability of AH units in a range of sizes AFH: Lack affordable, accessible hsg - range of sz AFH: Source of income discrimination AFH: Lack of access due to high housing costs AFH: Displacement of residents - to econ. pressure	CDBG: \$0	Homeowner Housing Rehabilitated: 1 Household Housing Unit
4	Energy Improvements - Weatherization	2018	2022	Affordable Housing	City of Lawrence	Improved quality of owner housing. AFH: Lack of access due to high housing costs AFH: Displacement of residents - to econ. pressure	CDBG: \$35,000	Homeowner Housing Rehabilitated: 20 Household Housing Unit
5	Emergency and Furnace Loans	2018	2022	Affordable Housing	City of Lawrence	Improved quality of owner housing.	CDBG: \$90,000	Homeowner Housing Rehabilitated: 16 Household Housing Unit

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
6	Accessibility Modifications	2018	2022	Affordable Housing Non-Homeless Special Needs	City of Lawrence	Accessibility of affordable rental housing. AFH: Lack of access due to high housing costs	CDBG: \$49,500	Rental units rehabilitated: 6 Household Housing Unit
7	Tenant-Based Rental Assistance	2018	2022	Affordable Housing Public Housing Homeless	City of Lawrence	Availability of affordable owner housing. Housing for the homeless. AFH: Location and type of Affordable Housing AFH: Availability of AH units in a range of sizes AFH: Lack affordable, accessible hsg - range of sz AFH: Source of income discrimination AFH: Lack of access due to high housing costs AFH: Displacement of residents - to econ. pressure	HOME: \$233,446	Tenant-based rental assistance / Rapid Rehousing: 20 Households Assisted
8	Property Acquisition/New Construction	2018	2022	Affordable Housing	City of Lawrence	Availability of affordable owner housing. AFH: Location and type of Affordable Housing	HOME: \$60,298	Homeowner Housing Added: 2 Household Housing Unit
9	Homeless/HIV/AIDS Services	2018	2022	Homeless Non-Homeless Special Needs	City of Lawrence	Housing for the homeless.	CDBG: \$48,730	Homeless Person Overnight Shelter: 125 Persons Assisted

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
10	Infrastructure	2018	2022	Non-Housing Community Development	City of Lawrence	Quality/quantity/access of public improvements.	CDBG: \$212,000	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 1200 Persons Assisted
11	Public Services	2018	2022	Non-Homeless Special Needs	City of Lawrence	Homelessness prevention services. Public Services for LMI persons.	CDBG: \$40,353	Public service activities other than Low/Moderate Income Housing Benefit: 204 Persons Assisted
12	Neighborhood Assistance	2018	2022	Neighborhoods	City of Lawrence	Neighborhood improvement and stability.	CDBG: \$19,200	Public service activities other than Low/Moderate Income Housing Benefit: 3725 Persons Assisted
13	Non-public service	2018	2022	Non-Housing Community Development	City of Lawrence	Quality/quantity/access of public improvements.	CDBG: \$243,500	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 100 Persons Assisted

14	Administration	2018	2022	Administration	City of Lawrence	Accessibility of affordable rental housing. Availability of affordable owner housing. Availability of affordable rental units. Homelessness prevention services. Housing for the homeless. Improved quality of owner housing. Neighborhood improvement and stability. Public Services for LMI persons. Quality/quantity/access of public improvements. AFH: Lack of Resources - FH agencies and orgs AFH: Location and type of Affordable Housing AFH: Availability of AH units in a range of sizes AFH: Lack affordable, accessible hsg - range of sz AFH: Loss of Affordable Housing AFH: Source of income	CDBG: \$140,000 HOME: \$60,297	Other: 1 Other
----	----------------	------	------	----------------	------------------	--	-----------------------------------	----------------

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
						discrimination AFH: Lack of access due to high housing costs AFH: Displacement of residents - to econ. pressure		
15	AFH: Increase Affordable Housing Options	2018	2022	Affordable Housing	City of Lawrence	Accessibility of affordable rental housing. Availability of affordable owner housing. Availability of affordable rental units. AFH: Location and type of Affordable Housing AFH: Availability of AH units in a range of sizes AFH: Loss of Affordable Housing AFH: Lack of access due to high housing costs AFH: Displacement of residents - to econ. pressure		Homeowner Housing Added: 1 Household Housing Unit

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
16	AFH: Explore Addtl. HTF Revenue Streams	2018	2022	Affordable Housing	City of Lawrence	<p>Accessibility of affordable rental housing.</p> <p>Availability of affordable owner housing.</p> <p>Availability of affordable rental units.</p> <p>Homelessness prevention services.</p> <p>Housing for the homeless.</p> <p>Improved quality of owner housing.</p> <p>AFH: Location and type of Affordable Housing</p> <p>AFH: Availability of AH units in a range of sizes</p> <p>AFH: Lack affordable, accessible hsg - range of sz</p> <p>AFH: Lack of access due to high housing costs</p> <p>AFH: Displacement of residents - to econ. pressure</p>		
17	AFH: Maintain existing affordable housing	2018	2022	Affordable Housing	City of Lawrence	<p>Availability of affordable owner housing.</p> <p>Improved quality of owner housing.</p>		

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
18	AFH: Improve public perception of affordable housing	2018	2022	Affordable Housing	City of Lawrence	AFH: Location and type of Affordable Housing AFH: Availability of AH units in a range of sizes AFH: Lack affordable, accessible hsg - range of sz AFH: Source of income discrimination		
19	AFH: Commission a Housing Needs Market Assessment	2018	2022	Affordable Housing Public Housing Homeless		AFH: Location and type of Affordable Housing AFH: Availability of AH units in a range of sizes AFH: Lack affordable, accessible hsg - range of sz AFH: Loss of Affordable Housing		
20	AFH: Expand housing choice and access to opportunity.	2018	2022	Affordable Housing Public Housing	City of Lawrence	AFH: Location and type of Affordable Housing AFH: Lack affordable, accessible hsg - range of sz		

Table 6 – Goals Summary

## Goal Descriptions

1	<b>Goal Name</b>	Comprehensive Housing Rehabilitation
	<b>Goal Description</b>	Rehabilitation Loans may be offered to eligible applicants as funds are available. This program offers deferred or installment loans to income eligible homeowners to have necessary rehabilitation completed. This program may be run as a total rehabilitation project or may be run ala carte to assist eligible homeowners with necessary repairs to bring the home up to code. Any home pre-1978 will be capped at \$25,000 total per address. Currently the only funding for a program such as this comes from CDBG. Additional non-federal funding may become available through the City's Affordable Housing Trust Fund as those decisions are made and funding becomes available through the sales tax initiative. Includes Program Delivery charges.
2	<b>Goal Name</b>	First Time Homebuyer Assistance
	<b>Goal Description</b>	All of the Department's programs work toward the goal of strengthening neighborhoods by improving the quality of housing stock and by making new or continued homeownership a possibility for low- and moderate- income residents of the City of Lawrence. The First Time Homebuyer Program provides closing costs, down payment assistance, and developer subsidy to income-qualified buyers to fill the gap between what a buyer can finance and what they can afford. The subsidy provided will remain in Trust and will keep the home permanently affordable for future buyers.
3	<b>Goal Name</b>	First Time Homebuyer Rehabilitation
	<b>Goal Description</b>	All of the Department's programs work towards the goal of strengthening neighborhoods by improving the quality of housing stock and by making new or continued homeownership a possibility for low- and moderate- income residents of the City of Lawrence. The Homebuyer rehabilitation program provides funding for any necessary rehabilitation of homes being purchased by low- or moderate- income buyers through the Land Trust Program.



4	<b>Goal Name</b>	Energy Improvements - Weatherization
	<b>Goal Description</b>	The weatherization program provides small grants to improve the energy efficiency of owner-occupied homes. The program provides storm windows, attic insulation, and weather-stripping of doors.
5	<b>Goal Name</b>	Emergency and Furnace Loans
	<b>Goal Description</b>	The emergency and furnace loan programs provide up to \$5,000 for owner-occupants to make emergency repairs and to replace failing furnaces.
6	<b>Goal Name</b>	Accessibility Modifications
	<b>Goal Description</b>	The Accessible Housing Program enables individuals with disabilities to live in affordable and accessible housing that is integrated throughout the community. This program is a grant program for rental units.
7	<b>Goal Name</b>	Tenant-Based Rental Assistance
	<b>Goal Description</b>	The Lawrence-Douglas County Housing Authority (LDCHA) is the only program in Lawrence that provides permanent housing assistance to homeless individuals and families. To qualify for the TBRA program, the client must meet the definition of literally homeless or be at imminent risk of homelessness, be a homeless youth or families with children, or be fleeing domestic violence. HOME TBRA funds are time limited and usually sufficient to support a family for 24 months.
8	<b>Goal Name</b>	Property Acquisition/New Construction
	<b>Goal Description</b>	Financial assistance to agencies like Habitat for Humanity to build affordable housing.

9	<b>Goal Name</b>	Homeless/HIV/AIDS Services
	<b>Goal Description</b>	Increase number of homeless persons moving into housing.
10	<b>Goal Name</b>	Infrastructure
	<b>Goal Description</b>	Improve quality/quantity/access of public improvements that benefit LMI persons. These projects could be a form of any of the following (or similar project providing area benefit) sidewalk gap infill, ADA ramp replacement/infill, crosswalks, bicycle pavement markings and signage, traffic calming devices, accessible curb replacement, sharrows, trails, and walking paths.
11	<b>Goal Name</b>	Public Services
	<b>Goal Description</b>	Improved access to services for LMI persons. Agency assistance will include direct financial assistance services to individuals and families, credit counseling, budget coaching, case management, and referral services, as well as other related public services.
12	<b>Goal Name</b>	Neighborhood Assistance
	<b>Goal Description</b>	Support neighborhood improvement and stability, and encourage a sense of community in LMI areas. Support for activities such as, but not limited to, neighborhood operations including vendor payments to coordinate neighborhood activities, print newsletters, and general neighborhood association operations.
13	<b>Goal Name</b>	Non-public service
	<b>Goal Description</b>	Assistance to public service agencies for capital improvement activities. Agencies serve a LMI clientele.

14	<b>Goal Name</b>	Administration
	<b>Goal Description</b>	Administration of the CDBG and HOME programs, including CHDO operating funds.
15	<b>Goal Name</b>	AFH: Increase Affordable Housing Options
	<b>Goal Description</b>	A common thread across the Assessment of Fair Housing is the lack of affordable housing in the jurisdiction. The City currently has several sources of funding for the development of affordable housing. The Affordable Housing Advisory Board will recommend allocations from the Affordable Housing Trust Fund for the development of affordable units. HOME Investment Partnership program funds will be used yearly for the development of affordable, accessible units. Recommendations for new units will include a range of unit sizes and locations to increase dispersal of affordable housing throughout the community.
16	<b>Goal Name</b>	AFH: Explore Addtl. HTF Revenue Streams
	<b>Goal Description</b>	In 2018, the City amended the Economic Development policy to include specific language regarding the development of affordable housing units when incentives are requested by developers. Currently, the Affordable Housing Trust Fund is funded in the five year Capital Improvement Plan (CIP) and by a taxpayer-backed sales tax revenue stream. The Affordable Housing Advisory Board will continue to review and recommend at least one new revenue stream for funding the Affordable Housing Trust Fund.
17	<b>Goal Name</b>	AFH: Maintain existing affordable housing
	<b>Goal Description</b>	The City will continue to administer funding to rehabilitate, improve energy efficiency, modify accessibility, and/or repair both low-income homeowner and rental housing. These improvements allow low-income households to remain in their housing and also improve the existing stock of affordable housing. These programs are marketed city wide to all eligible households.

18	<b>Goal Name</b>	AFH: Improve public perception of affordable housing
	<b>Goal Description</b>	To effectively increase the availability, location, and type of affordable housing in the jurisdiction and region, community education will be critical. Improving the public perception of affordable housing and increasing the number of landlords participating in housing voucher programs should lead to increased access to affordable housing throughout the area.
19	<b>Goal Name</b>	AFH: Commission a Housing Needs Market Assessment
	<b>Goal Description</b>	In order to accurately assess the housing needs in the community, a comprehensive housing assessment was conducted. By knowing the extent of the housing issues, funds can be appropriately allocated to address the identified areas of need. A request for proposals was completed in March of 2017 and qualified proposals were reviewed to identify a consultant to conduct the assessment by 2018. Assessment completion date was June of 2018.
20	<b>Goal Name</b>	AFH: Expand housing choice and access to opportunity.
	<b>Goal Description</b>	Fair housing is distinct from affordable housing. However, there is a great deal of overlap between the two issues. Fair housing experts and advocates, including those consulted in Douglas County, know that the most prevalent barrier to fair housing is unaffordability. To address the contributing factors related to the type and location of affordable housing, the city, county and LDCHA will partner with the private market and other public organizations to increase the supply and variety of affordable housing in high opportunity neighborhoods. Development incentive programs that are already in place or that can be easily implemented at little to no cost, such as fee waivers, expedited review, zoning variances, etc., will be a primary tool for achieving this goal.

# Projects

## AP-35 Projects – 91.220(d)

### Introduction

The City of Lawrence Community Development Advisory Committee (CDAC) is the body that receives and reviews applications for the CDBG and HOME funding. The applications are due to the committee in December, and the allocation process occurs between January and April. A public hearing is held in April and the City Commission receives the allocation recommendations as well as the annual Action Plan/five-year Consolidated Plan in May for approval. The CDAC has worked with the Step Up to Better Housing strategy since 1996 and all funding decisions are based on a component of housing or housing-related activities, with an underlying focus of revitalized neighborhoods.

### Projects

#	Project Name
1	Comprehensive Housing Rehabilitation
2	First Time Homebuyer Assistance
3	Energy Improvements - Weatherization
4	Emergency and Furnace Loans - Minor Home Repair
5	Accessibility Modifications
6	Tenant-Based Rental Assistance
7	Property Acquisition/New Construction
8	Homeless Shelter Services
9	Infrastructure
10	Public Services
11	Neighborhood Assistance
12	Non-Public Service
13	Administration

Table 7 - Project Information

### Describe the reasons for allocation priorities and any obstacles to addressing underserved needs

The City will continue 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 four 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. The City will be entering into year three 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 will begin in April of 2019. 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.

DRAFT

**AP-38 Project Summary**  
**Project Summary Information**

DRAFT

<b>1</b>	<b>Project Name</b>	Comprehensive Housing Rehabilitation
	<b>Target Area</b>	City of Lawrence
	<b>Goals Supported</b>	Comprehensive Housing Rehabilitation First Time Homebuyer Rehabilitation
	<b>Needs Addressed</b>	Improved quality of owner housing. AFH: Location and type of Affordable Housing AFH: Availability of AH units in a range of sizes AFH: Lack affordable, accessible hsg - range of sz AFH: Lack of access due to high housing costs AFH: Displacement of residents - to econ. pressure
	<b>Funding</b>	CDBG: \$143,607
	<b>Description</b>	Rehabilitation Loans may be offered to eligible applicants as funds are available. This program offers deferred or installment loans to income eligible homeowners to have necessary rehabilitation completed. This program may be run as a total rehabilitation project or may be run ala carte to assist eligible homeowners with necessary repairs to bring the home up to code. Any home pre-1978 will be capped at \$25,000 total per address. Currently the only funding for a program such as this comes from CDBG. Additional non-federal funding may become available through the City's Affordable Housing Trust Fund as those decisions are made and funding becomes available through the sales tax initiative. Includes Program Delivery charges.
	<b>Target Date</b>	7/31/2020
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	It is estimated that approximately two households a year will be assisted with these funds.
	<b>Location Description</b>	Various addresses within the City of Lawrence.
	<b>Planned Activities</b>	Comprehensive housing rehabilitation of homeowner units for income eligible households. Zero-interest loans may be in the form of a forgivable loan and may or may not require payments.
<b>2</b>	<b>Project Name</b>	First Time Homebuyer Assistance
	<b>Target Area</b>	City of Lawrence
	<b>Goals Supported</b>	First Time Homebuyer Assistance



	<b>Needs Addressed</b>	Availability of affordable owner housing. AFH: Location and type of Affordable Housing AFH: Availability of AH units in a range of sizes AFH: Lack affordable, accessible hsg - range of sz AFH: Source of income discrimination AFH: Lack of access due to high housing costs AFH: Displacement of residents - to econ. pressure
	<b>Funding</b>	HOME: \$72,946
	<b>Description</b>	All of the Department's programs work toward the goal of strengthening neighborhoods by improving the quality of housing stock and by making new or continued homeownership a possibility for low- and moderate- income residents of the City of Lawrence. The First Time Homebuyer Program provides closing costs, down payment assistance, and developer subsidy to income-qualified buyers to fill the gap between what a buyer can finance and what they can afford. The subsidy provided will remain in Trust and will keep the home permanently affordable for future buyers.
	<b>Target Date</b>	7/31/2020
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	This funding is estimated to assist two to three homebuyers annually.
	<b>Location Description</b>	Location will be various addresses within the City of Lawrence.
	<b>Planned Activities</b>	The First Time Homebuyer Program provides closing costs, down payment assistance, and developer subsidy to income-qualified buyers to fill the gap between what a buyer can finance and what they can afford. The subsidy provided will remain in Trust and will keep the home permanently affordable for future buyers.
<b>3</b>	<b>Project Name</b>	Energy Improvements - Weatherization
	<b>Target Area</b>	City of Lawrence
	<b>Goals Supported</b>	Energy Improvements - Weatherization
	<b>Needs Addressed</b>	Improved quality of owner housing. AFH: Lack of access due to high housing costs AFH: Displacement of residents - to econ. pressure

	<b>Funding</b>	CDBG: \$35,000
	<b>Description</b>	The weatherization program provides small grants to improve the energy efficiency of owner-occupied homes. The program provides storm windows, attic insulation, and weather-stripping of doors.
	<b>Target Date</b>	7/31/2020
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	It is estimated that 20 owner-occupied households will be assisted annually with weatherization.
	<b>Location Description</b>	Location will be within the City of Lawrence in various locations.
	<b>Planned Activities</b>	The weatherization program provides small grants to improve the energy efficiency of owner-occupied homes. The program provides storm windows, attic insulation, and weather-stripping of doors.
4	<b>Project Name</b>	Emergency and Furnace Loans - Minor Home Repair
	<b>Target Area</b>	City of Lawrence
	<b>Goals Supported</b>	Emergency and Furnace Loans
	<b>Needs Addressed</b>	Improved quality of owner housing. AFH: Lack of access due to high housing costs AFH: Displacement of residents - to econ. pressure
	<b>Funding</b>	CDBG: \$90,000
	<b>Description</b>	The emergency and furnace loan programs provide up to \$5,000 for owner-occupants to make emergency repairs and to replace failing furnaces.
	<b>Target Date</b>	7/31/2020
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	It is estimated that between the two programs, Emergency and Furnace Loans, there will be 16 households assisted annually.
	<b>Location Description</b>	Various locations within the City of Lawrence.

	<b>Planned Activities</b>	The emergency and furnace loan programs provide up to \$5,000 for owner-occupants to make emergency repairs to their home and to replace failing furnaces.
5	<b>Project Name</b>	Accessibility Modifications
	<b>Target Area</b>	City of Lawrence
	<b>Goals Supported</b>	Accessibility Modifications
	<b>Needs Addressed</b>	Accessibility of affordable rental housing. AFH: Lack of access due to high housing costs
	<b>Funding</b>	CDBG: \$49,500
	<b>Description</b>	The Accessible Housing Program enables individuals with disabilities to live in affordable and accessible housing that is integrated throughout the community. This program is a grant program for rental units.
	<b>Target Date</b>	7/31/2020
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	It is estimated that six households will be assisted annually with this funding.
	<b>Location Description</b>	Location will be within the City of Lawrence. Addresses to be determined.
	<b>Planned Activities</b>	The Accessible Housing Program enables individuals with disabilities to live in affordable and accessible housing that is integrated throughout the community. This program is a grant program for rental units. Includes \$6750 for program delivery of rehab program.
6	<b>Project Name</b>	Tenant-Based Rental Assistance
	<b>Target Area</b>	City of Lawrence
	<b>Goals Supported</b>	
	<b>Needs Addressed</b>	
	<b>Funding</b>	HOME: \$233,446

	<b>Description</b>	The Lawrence-Douglas County Housing Authority (LDCHA) is the only program in Lawrence that provides permanent housing assistance to homeless individuals and families. To qualify for the TBRA program, the client must meet the definition of literally homeless or be at imminent risk of homelessness, be a homeless youth or families with children, or be fleeing domestic violence. HOME TBRA funds are time limited and usually sufficient to support a family for 24 months, which is the maximum amount of TBRA allowed.
	<b>Target Date</b>	7/31/2021
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	It is estimated that approximately 20 families/households will be assisted annually with this funding.
	<b>Location Description</b>	This project will have scattered-site rental locations within the City of Lawrence.
	<b>Planned Activities</b>	The Lawrence-Douglas County Housing Authority (LDCHA) is the only program in Lawrence that provides permanent housing assistance to homeless individuals and families. To qualify for the TBRA program, the client must meet the definition of literally homeless or be at imminent risk of homelessness, be a homeless youth or families with children, or be fleeing domestic violence. HOME TBRA funds are time limited and usually sufficient to support a family for 24 months.
<b>7</b>	<b>Project Name</b>	Property Acquisition/New Construction
	<b>Target Area</b>	City of Lawrence
	<b>Goals Supported</b>	Property Acquisition/New Construction
	<b>Needs Addressed</b>	Availability of affordable owner housing.
	<b>Funding</b>	HOME: \$60,298
	<b>Description</b>	Financial assistance to agencies to build affordable housing. Includes CHDO set-aside.
	<b>Target Date</b>	7/31/2021

	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	It is estimated that the number of homes built annually will be two.
	<b>Location Description</b>	Locations will be within the City of Lawrence.
	<b>Planned Activities</b>	CHDO Set Aside - Tenants to Homeowners (\$60,298) TBD
<b>8</b>	<b>Project Name</b>	Homeless Shelter Services
	<b>Target Area</b>	City of Lawrence
	<b>Goals Supported</b>	Homeless/HIV/AIDS Services
	<b>Needs Addressed</b>	Housing for the homeless.
	<b>Funding</b>	CDBG: \$48,730
	<b>Description</b>	Overnight shelter assistance with intention of increasing the number of homeless persons and families in shelter accessing permanent housing.
	<b>Target Date</b>	7/31/2020
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	The Lawrence Community Shelter has a bed capacity of 125 (140 during cold weather months). This funding will go to the operations and essential services for the homeless shelter. LCS estimates that they serve approximately 700-800 unique individuals per year, including about 40 families and 70 children.
	<b>Location Description</b>	The Lawrence Community Shelter is located at 3655 E 25th Street, Lawrence, KS 66046.
<b>Planned Activities</b>	LCS provides services to persons who are homeless or at risk of homelessness. In the short term, LCS provides shelter, warmth, food and water. In the long term, they seek to help their guests learn and re-learn mindsets, worldviews and life skills that give them the best chance possible to live independently in a dignified, sustainable way. They accomplish this objective through their comprehensive case management process and in partnership with many community agencies in and around Lawrence.	
<b>9</b>	<b>Project Name</b>	Infrastructure
	<b>Target Area</b>	City of Lawrence
	<b>Goals Supported</b>	

<b>Needs Addressed</b>	Quality/quantity/access of public improvements.
<b>Funding</b>	CDBG: \$212,000
<b>Description</b>	Improve quality/quantity/access of public improvements that benefit LMI persons. These projects could be a form of any of the following (or similar project providing area benefit): sidewalk gap infill, ADA ramp replacement/infill, crosswalks, bicycle pavement markings and signage, traffic calming devices, accessible curb replacement, sharrows, trails, and walking paths.
<b>Target Date</b>	7/31/2021
<b>Estimate the number and type of families that will benefit from the proposed activities</b>	At this time it is unknown what the impact will be on the number of families benefitting from the activities. The impact of the Sidewalk and Bicycle Gap project will be determined as the sites become identified, and it can be estimated that the pavement marking project in the Brook Creek Neighborhood will potentially assist the residents of that low-mod neighborhood which totals 2835 low-mod individuals.
<b>Location Description</b>	Brook Creek pavement markings (\$12,000): 20mph area north of 15th Street and east of Haskell Avenue, as well as East Glenn Drive.  City of Lawrence Non-motorized (Ped/Bike) Improvements (\$200,000): Various eligible Low Mod areas of Lawrence.
<b>Planned Activities</b>	Brook Creek Neighborhood pavement markings - Enhance awareness of 20mph speed limits with pavement markings. "Since 1999, the speed limit in the designated areas has been posted 20mph with signs. The signs are few, often unnoticed or disregarded, and a minimum of 15% of motorists speed. It is dangerous for children, bicyclists, and pedestrians because the area has open ditches that preclude having any sidewalks. By adding frequent and large pavement markings that say "20 mph" drivers won't be able to claim they "didn't know", and will tend to drive legally and safely.  City of Lawrence Municipal Services and Operations Department - Construct infrastructure for pedestrians and bicycles in low-moderate income areas in Lawrence. A priority will be placed on Safe Routes to School routes; arterial and collector streets; as well as bike improvements on the Bikeway Priority Network. Project contains construction of sidewalks along Safe Routes to School routes and along arterial and collector streets, as well as bike improvements on the bikeway priority network within the low-mod areas of Lawrence.

<b>10</b>	<b>Project Name</b>	Public Services
	<b>Target Area</b>	City of Lawrence
	<b>Goals Supported</b>	Public Services
	<b>Needs Addressed</b>	Public Services for LMI persons.
	<b>Funding</b>	CDBG: \$40,353
	<b>Description</b>	Improved access to services for LMI persons. Agency assistance will include direct financial assistance services to individuals and families, credit counseling, budget coaching, case management, and referral services, as well as other related public services.
	<b>Target Date</b>	7/31/2020
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Catholic Charities (\$11,667) - 141 individuals making up between 20-40 families Housing and Credit Counseling (\$10,540) - 124 unique individuals Success by 6 Coalition (\$7,573) - approximately 31 families will be assisted (105 individuals). The Salvation Army (\$10,573) - 52 unique individuals assisted.
	<b>Location Description</b>	Catholic Charities of NE Kansas (Lawrence) - 1525 W 6th Street, Lawrence KS 66044 Housing and Credit Counseling - 2518 Ridge Court, Suite 208, Lawrence KS 66046 Success by 6 Coalition - 1900 Delaware, Lawrence KS 66046 The Salvation Army - 946 New Hampshire, Lawrence KS 66044

	<p><b>Planned Activities</b></p>	<p>Catholic Charities (\$11,667) - The Emergency Assistance Center meets the basic needs of Lawrence individuals and families who are below 150% of the poverty level to help them maintain housing and utilities and put food on the table in a manner that ensures they leave with a sense of dignity and are filled with hope. Funding will be used specifically and directly to address the homelessness and crisis issues within the community. Funding will be used to augment those in need but not qualified for other federal programming.</p> <p>Housing and Credit Counseling (\$10,540) - This project provides HUD approved housing and consumer credit counseling for lower-income families who are financially overextended due to job loss, underemployment, divorce, and medical issues. Counseling will address budgeting, debt payment, credit building, mortgage, and rent delinquency. This promotes financial stability.</p> <p>Success by 6 Coalition (\$7,573) - Strengthen families with young children by distributing rent and utility assistance through implementing partner agencies that increase families' access to five protective factors that have been shown to promote optimal development and reduce risk of abuse and neglect.</p> <p>The Salvation Army (\$10,573) - Emergency Services Council (ESC) is a collaborative effort between The Salvation Army, Ballard Community Services/Penn House, ECKAN, the Willow Domestic Violence Center, and Senior Resource Center to prevent loss of utility services and/or homelessness through a coordinated effort. The Salvation Army provides administrative support to the ESC and will work closely with ESC partners to benefit the community.</p>
<p><b>11</b></p>	<p><b>Project Name</b></p> <p><b>Target Area</b></p> <p><b>Goals Supported</b></p> <p><b>Needs Addressed</b></p> <p><b>Funding</b></p>	<p>Neighborhood Assistance</p> <p>City of Lawrence</p> <p>Neighborhood Assistance</p> <p>Neighborhood improvement and stability.</p> <p>CDBG: \$19,200</p>



	<b>Description</b>	Support neighborhood improvement and stability, and encourage a sense of community in LMI areas. Support for activities such as, but not limited to, neighborhood operations including vendor payments to coordinate neighborhood activities, print newsletters, and general neighborhood association operations.
	<b>Target Date</b>	7/31/2020
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Brook Creek Neighborhood (\$4,800): 4800 residents (59.06% low mod) East Lawrence (\$4,800): 3205 residents (75.04% low mod) Schwegler Neighborhood (\$4,800): 1450 residents (69.66% low mod) Pinckney (\$4,800): 3055 residents (59.90% low mod)
	<b>Location Description</b>	Brook Creek Neighborhood Association, East Lawrence Neighborhood Association, Schwegler Neighborhood Association, Pinckney Neighborhood Association.
	<b>Planned Activities</b>	Support neighborhood improvement and stability, and encourage a sense of community in LMI areas. Support for activities such as, but not limited to, neighborhood operations including vendor payments to coordinate neighborhood activities, print newsletters, and general neighborhood association operations.
<b>12</b>	<b>Project Name</b>	Non-Public Service
	<b>Target Area</b>	City of Lawrence
	<b>Goals Supported</b>	Non-public service
	<b>Needs Addressed</b>	Public Services for LMI persons.
	<b>Funding</b>	CDBG: \$243,500
	<b>Description</b>	Assistance to public service agencies for capital improvement type activities. Agencies all serve eligible LMI clientele.
	<b>Target Date</b>	7/31/2020
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Community Living Opportunities (\$53,535) - approximately 125 persons served at Lawrence location. Lawrence-Douglas County Housing Authority (\$25,000) - 274 low-income individuals will benefit from this project, including 147 children. Lawrence Community Shelter (\$164,965) - LCS serves roughly 750 unique homeless individuals per year.

	<b>Location Description</b>	<p>Community Living Opportunities - 2113 Delaware Street, Lawrence KS 66044</p> <p>Lawrence-Douglas County Housing Authority - 1600 Haskell Avenue, Lawrence KS 66044</p> <p>Lawrence Community Shelter - 3655 E 25th Street, Lawrence KS 66046</p>
	<b>Planned Activities</b>	<p>Community Living Opportunities - Improvements and repair of CLO's Day Services Building, a public facility that promotes meaningful programming for severely disabled persons. Important and critical repairs to the site will promote accessibility, mitigate potentially dangerous or hazardous spaces, provide structural updates, and add property value.</p> <p>Lawrence Douglas County Housing Authority - Installation of a gigabit fiber internet infrastructure at Edgewood Homes for low-income public housing families.</p> <p>Lawrence Community Shelter - to establish a sustainable and renewable footprint through the installation and integration of a Solar Photovoltaic rooftop system. Estimated yearly savings of \$12,000.</p>
<b>13</b>	<b>Project Name</b>	Administration
	<b>Target Area</b>	City of Lawrence

<p><b>Goals Supported</b></p>	<p>Comprehensive Housing Rehabilitation  First Time Homebuyer Assistance  First Time Homebuyer Rehabilitation  Energy Improvements - Weatherization  Emergency and Furnace Loans  Accessibility Modifications  Tenant-Based Rental Assistance  Property Acquisition/New Construction  Homeless/HIV/AIDS Services  Infrastructure  Public Services  Neighborhood Assistance  Non-public service  Administration  AFH: Increase Affordable Housing Options  AFH: Explore Addtl. HTF Revenue Streams  AFH: Maintain existing affordable housing  AFH: Improve public perception of affordable housing  AFH: Commission a Housing Needs Market Assessment  AFH: Expand housing choice and access to opptnty.</p>
<p><b>Needs Addressed</b></p>	<p>Improved quality of owner housing.  Availability of affordable rental units.  Housing for the homeless.  Accessibility of affordable rental housing.  Homelessness prevention services.  Availability of affordable owner housing.  Quality/quantity/access of public improvements.  Supportive services for those with HIV/AIDS.  Public Services for LMI persons.  Neighborhood improvement and stability.  AFH: Lack of Resources - FH agencies and orgs  AFH: Location and type of Affordable Housing  AFH: Availability of AH units in a range of sizes  AFH: Lack affordable, accessible hsg - range of sz  AFH: Loss of Affordable Housing  AFH: Source of income discrimination  AFH: Lack of access due to high housing costs  AFH: Displacement of residents - to econ. pressure</p>
<p><b>Funding</b></p>	<p>CDBG: \$140,000  HOME: \$60,297</p>

<b>Description</b>	Administration of the CDBG and HOME programs, including CHDO Operating
<b>Target Date</b>	7/31/2020
<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Administration only.
<b>Location Description</b>	City of Lawrence Community Development (\$140,000 CDBG, \$40,198 HOME) - One Riverfront Plaza, Suite 320, Lawrence KS 66044 Tenants to Homeowners (\$20,099 CHDO operating) - 2518 Ridge Court, Suite 103, Lawrence KS 66046
<b>Planned Activities</b>	Administration only.

DRAFT

## **AP-50 Geographic Distribution – 91.220(f)**

### **Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed**

Activities will be carried out in the City of Lawrence and will either provide direct benefit to low-moderate income clientele, low-moderate income neighborhoods, or agencies that provide services to low-mod clientele.

### **Geographic Distribution**

<b>Target Area</b>	<b>Percentage of Funds</b>
City of Lawrence	100

**Table 8 - Geographic Distribution**

### **Rationale for the priorities for allocating investments geographically**

Both CDBG and HOME funding will be allocated within the City of Lawrence.

### **Discussion**

All activities will be carried out in the City of Lawrence and will either provide direct benefit to low-moderate income clientele, low-moderate income neighborhoods, or agencies that provide services to low-mod clientele.

## Affordable Housing

### AP-55 Affordable Housing – 91.220(g)

#### Introduction

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.

One Year Goals for the Number of Households to be Supported	
Homeless	125
Non-Homeless	0
Special-Needs	0
Total	125

**Table 9 - One Year Goals for Affordable Housing by Support Requirement**

One Year Goals for the Number of Households Supported Through	
Rental Assistance	20
The Production of New Units	2
Rehab of Existing Units	45
Acquisition of Existing Units	0
Total	67

**Table 10 - One Year Goals for Affordable Housing by Support Type**

#### Discussion

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.

Through the First Time Homebuyer program, it is expected that a total of 2-3 homeowners will buy their

first home during the 2019 Program Year period. Much like the First Time Homebuyer program, the New Construction and Acquisition program will also assist homebuyers. It is estimated that over the 2019 Action Plan Year, two a year will be constructed between the CHDO and Habitat for Humanity. The TBRA program breaks down to an average of 20 households per program year.

The Rehab of Existing Units number is pulled from the following programs: Comprehensive Housing Rehabilitation (2), First Time Homebuyer Housing Rehabilitation (1), Weatherization (20), Emergency and Furnace Loans (16), and Accessibility Modification program (6).

The City does not anticipate acquisition in 2019 program year.

DRAFT

## **AP-60 Public Housing – 91.220(h)**

### **Introduction**

The City of Lawrence and the Lawrence-Douglas County Housing Authority have a very viable working relationship, and the partnership between the agencies spans beyond Consolidated Plan items. The City is actively searching for alternative funding opportunities for the TBRA program. In addition to TBRA the Housing Authority has a very successful Move to Work program in place. The Lawrence-Douglas County Housing Authority sees the community as a big picture and not just in relation to the services that they provide. The City and the Housing Authority partnered on the Assessment of Fair Housing, providing a joint submission. The successful partnerships between the Housing Authority and the community will only continue to become stronger.

### **Actions planned during the next year to address the needs to public housing**

HOME funds will continue to be granted to LDCHA for TBRA.

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

The LDCHA offers a Home Ownership Program through the Resident Services Office. There are currently 15 families in Section 8 voucher programs and public housing that are actively working toward their goal of home ownership. The Home Ownership Program features financial literacy case management, a monthly workshop featuring our partner organizations, and a savings matching grant program of up to \$3,000 at closing. Our partner organizations are Lawrence Habitat for Humanity, Lawrence Community Land Trust / Tenants to Homeowners, and Housing and Credit Counseling, Inc. Since implementing the Home Ownership Program in 2001, 94 LDCHA residents have purchased homes and voluntarily ended their participation in low income housing assistance programs.

In 2018, eight families served through the Resident Services Office Home Ownership Program purchased homes. Two families were in public housing and six families were Section 8 voucher holders. All of these households participated in the MTW program and benefited from the savings matching grant program. One household received \$2,855 and seven received the full \$3,000 match.

### **If the PHA is designated as troubled, describe the manner in which financial assistance will be**



**provided or other assistance**

LDCHA is a high-performing agency.

**Discussion**

The reduction in HOME funds over the last several years has had a large impact on the amount of families the TBRA assistance has been able to help. LDCHA continues to seek additional funding to assist in this program and continue the progression of the community Housing Vision.

DRAFT

## **AP-65 Homeless and Other Special Needs Activities – 91.220(i)**

### **Introduction**

The Lawrence Community Shelter is the sole homeless shelter in operation in Lawrence. The Lawrence Community Shelter provides shelter for those single male/female individuals and families in need of shelter. The Lawrence Police Department assists with late night emergency admissions to the shelter. On weekday mornings and during the day, the Lawrence Community Shelter provides drop in shelter and services, with an emphasis on employment, for people experiencing homelessness or who are at-risk of homelessness. The Lawrence Community Shelter receives CDBG support for emergency housing activities as the sole emergency shelter in Lawrence. Family Promise of Lawrence also provides temporary shelter for families in Lawrence. The Lawrence Community Shelter provides guests enhanced services and job programs. Service agencies assist homeless individuals with finding housing and supportive services. Transitional housing is also provided through vouchers funded by HOME funds to the general homeless population. LDCHA will receive HOME funds for transitional housing vouchers (Tenant Based Rental Assistance). The Salvation Army has developed a transitional housing program, and continues to receive funding through the Balance of State Continuum of Care. The 2018 Point in Time homeless count provided a number of 294 individuals who were literally homeless, precariously housed, or imminently homeless. This number did count those housed in transitional housing. The LDCHA TBRA program is designed to bring chronically homeless people into temporary housing. Looking at the homeless count number considering that the one emergency shelter in Lawrence is filled to capacity every night, the daily usage of the drop in center is high, and the multitude of individuals served by meal programs or other services on a daily basis, indicates there is a definite need for transitional housing subsidy in Lawrence. Private nonprofit agencies administer 78 (23 for chronically homeless) units of permanent supportive housing in Lawrence. The former Homeless Issues Advisory Committee estimated the need for another 15 supportive housing units for chronically homeless individuals. The need was based on information extrapolated from the Community Housing Vision. The Lawrence-Douglas County Housing Authority (LDCHA) is currently in the 12th year of a Continuum of Care Supportive Housing Grant for its permanent supportive housing program, Hope Building. Hope Building provides housing and support services for up to eight chronically homeless persons with disabilities. The LDCHA operates the program with the Bert Nash Community Mental Health Center providing mental health services and DCCCA providing substance abuse services. As of March 2019, the Hope Building was at full capacity.

### **Describe the jurisdictions one-year goals and actions for reducing and ending homelessness including**

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

During the 2019 program year, funding will remain intact for the Homeless Outreach Team, which is

funded from the City General Fund. This outreach team of three is charged with reaching out to unsheltered homeless, and they work to facilitate a client's move into the emergency shelter, Family Promise shelter, or other temporary housing solutions. They work with the Housing Vision to move people along the continuum of housing. Part of the outreach effort is to build a sense of trust with the case worker and the homeless individual or family. Case managers assist this population with service referrals, obtaining identification, transportation to both medical appointments as well as job/workforce opportunities, and obtaining benefits. The social service network in Lawrence is a very diverse partnership between agencies and several meetings are held quarterly that bring together case managers to discuss service delivery and opportunities. Lawrence, being part of the Balance of State Continuum of Care, is part of discussions to centralize intake on a statewide level, and currently local service providers, outreach workers, and case managers have free access to the Homeless Information Management System (HMIS). Case management for those experiencing homelessness has proven to be the most effective way to transition the person or family into housing, and have them remain in housing.

### **Addressing the emergency shelter and transitional housing needs of homeless persons**

In January of 2013, the Lawrence Community Shelter, which is the only emergency shelter in Lawrence, moved into a new facility that increased their bed capacity from 75 to 125. They have a separate family area and workforce programs on site, along with a new case management plan to move their guests into housing. If a guest stays at the shelter they must be involved in programming to facilitate their move to housing. The Homeless Outreach Team, as well as numerous service providers, have case management agreements with the Lawrence-Douglas County Housing Authority for their TBRA program. Included in the regulations of the TBRA program is a requirement of case management and wrap around service delivery for their clients. The idea behind the case management and TBRA is to move them from a temporary home (TBRA) to either permanent housing or Section 8 housing. Without reaching out to the people affected and offering a wrap-around case management approach maintaining housing is extremely difficult. Lawrence, much like many other geographical areas, experiences a lack of Permanent Supportive Housing (PSH) Units for those with mental illness or disabilities. Currently there are 23 units of PSH in the community for those who are chronically homeless, which are a mixture of individual and family units. This continues to be a focus of the CoC.

**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**

As mentioned previously, case management is the most effective method of assisting all homeless (chronic, families with children, veterans and their families) both obtain housing and remain housed. Lawrence, nor the Balance of State Continuum of Care, has seen any documented instances of unaccompanied youth, however there are shelter spots available should that change. Once a person enters the emergency shelter, they are provided case management and an expectation of moving them across the Housing Vision and into a minimum of transitional housing. Once in Transitional Housing, extensive case management occurs with the assigned case manager, as well as through the LDCHA Resident Services Department, which helps with items such as computer education, workforce training, resume building, and other lifestyle-type activities. Families with children have seen a dramatic increase in recent years, and agencies have worked to modify programming and shelter space to accommodate the rising number of this population. Lawrence Community Shelter provides a separate space for families with children in their shelter facility, and Lawrence Family Promise is a faith-based initiative that houses families in a network of member congregations. Family Promise also offers their own case management and mentoring program, and has recently begun offering an intermediary housing option for those who successfully complete their shelter program, but might not be financially able to support their own housing immediately.

**Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: 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); or, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs.**

Overall, there are several programs in the Lawrence community that work with families to try to avoid homelessness. There are utility programs, rental assistance, utility assistance, and landlord-tenant relations programs. There is a firm commitment to keeping people housed in the community, thus never having to enact the Housing Vision for everyone. Many agencies have Memorandums of Understanding which run through a series of providers to everyone has the same goal, which is to either house the homeless or help them to remain housed. Foster Care: Youth who leave the foster care system because they have attained 18 years of age are eligible to participate in Independent Living Services, contracted by Kansas Department of Children and Families (DCF). Caseworkers begin working with youth who will age out of foster care on a discharge plan as early as age 15 to ensure that youth will not need to seek McKinney-Vento housing options. Planning includes housing, employment and education. Mental Health: DCF has adopted a policy that would prevent discharging homeless individuals from publicly funded institutions or systems of care into homelessness or into HUD funded programs for the homeless. Additionally, Bert Nash works closely with State hospitals for discharge of patients who have been

released. Bert Nash sets up intake appointments with all those released in Douglas County and works to follow up with them to work through the issue of being released into homelessness. Corrections: The Douglas County Jail has developed an extensive re-entry program that includes a housing component. A full-time Re-entry Coordinator works within the community in collaboration with other service providers and housing providers, as well as sitting on the Community Commission on Homelessness. The County recognizes that releasing offenders into homelessness increases the likelihood for re-offending.

## **Discussion**

Lawrence prides itself on a decades-long track record of successful partnerships among public and private sector entities in regard to homeless and other special needs activities. The Consolidated Plan delivery system is an example of this. Communication and cooperation between the City of Lawrence's Community Development Division and the partner agencies and organizations that administer activities is strong. CDD staff has worked closely with the organizations involved in Consolidated Plan programs to improve regulatory compliance, monitoring, cooperation and partnerships among agencies, and technical capacity of organizations involved in project delivery.

DRAFT

## **AP-75 Barriers to affordable housing – 91.220(j)**

### **Introduction:**

The City of Lawrence has an approved 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.

### **Actions it planned 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**

A review of the City of Lawrence housing policy indicates there are no institutional barriers to obtain affordable housing. The city has adopted the 2015 International Codes (Building, Residential, Fire, Energy, Mechanical, Plumbing and Fuel Gas) and the 2014 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 is enforced through the rental registration program that requires all rental properties to be inspected at least once every three years. All other minimum housing code is enforced on a complaint basis. The city does not impose rent controls or impact fees. 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 does not propose actions or reform steps to remove or restructure such policies in the coming five-year period.

### **Discussion:**

The primary obstacle to meeting all of the identified needs, including those identified as affordable housing activities, is the general lack of funding resources available to the public and private agencies who serve low and moderate income residents.

## **AP-85 Other Actions – 91.220(k)**

### **Introduction:**

This Annual Action Plan provides a basis and strategy 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 Action Plan covers the period beginning August 1, 2019 through July 31, 2020. Programs and activities described in this plan are intended to primarily benefit 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.

### **Actions planned to address obstacles to meeting underserved needs**

The City will continue 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/temporary housing, transitional housing, permanent supportive 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. The City will be entering into year three 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 will begin in April of 2019, with collections starting around June of 2019. 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.

### **Actions planned to foster and maintain affordable housing**

As required by HOME regulations, to ensure affordability for the LCHT program, the City has elected to impose resale requirements. Current resale requirements of the program ensure that the housing is made available for subsequent purchase only to a buyer whose family qualifies as a low or moderate income family (50%-80% MFI paying no more than 38 percent of income for Principal, Interest, Property Taxes and Insurance), and will use the property as their principal residence. For homes in the Lawrence Community Housing Trust, through a previously determined and agreed upon formula, the house is sold to the eligible buyer for substantially less than the home's market appraised value and LCHT leases the land to the buyer for \$25 per month. The affordability period is maintained by a deed restriction on the

property and a land-lease agreement between the buyer and LCHT. Due to the subsidy, the housing is affordable to the new homebuyer and the seller gains equity from mortgage payments, improvements made to the land and 25% of the market appreciation since the initial purchase of the property, thus providing the original HOME-assisted owner a fair return on investment.

### **Actions planned to reduce lead-based paint hazards**

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 three staff certified as Lead Hazard Risk Assessors and Inspectors. They have also received and provided training in Lead Safe Work Practices.

### **Actions planned to reduce the number of poverty-level families**

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 benefit the city as a whole. 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 newly forming partnership of employment agencies. The City's Step Up to Better Housing strategy and the Housing Vision developed by the former Community Commission on Homeless will serve as the baseline for the city's anti-poverty strategy.

### **Actions planned to develop institutional structure**

The Planning and Development Services Department, Community Development Division (CDD) is the lead agency of the City in the development of the Consolidated Plan and Annual Action Plans. CDD provides



fiscal and regulatory oversight of all CDBG and HOME funding. The Lawrence City Commission acts as the final authority for the appropriation of funds for Annual Action Plan activities under the Consolidated Plan grant programs, following recommendations of the CDAC. In addition, 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. HOME sub-grantee 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. Within each of the priority funding areas, activities will be completed and managed by a diverse team of public, private, not-for-profit, and institutional partners.

### **Actions planned to enhance coordination between public and private housing and social service agencies**

To accomplish these goals, the City of Lawrence will work closely with the Lawrence-Douglas County Housing Authority on their Tenant Based Rental Assistance (TBRA) to cover the activity of Rental Housing Subsidies through the HOME program. Tenants to Homeowners, Inc., the City of Lawrence CHDO, will be the agency primarily working towards the goal of construction of housing as well as direct homeownership assistance objectives. CDD staff will administer the rehabilitation and energy efficiency programs through the City of Lawrence using local licensed contractors. CDD staff, in addition, continues to work to educate the community as well as program participants on ways to make their homes energy efficient and save money on energy bills. Social service agencies will offer tenant and rental assistance as well as consultation, and the homeless shelter will provide programming to move people from the shelter situation into housing of a more permanent nature.

### **Discussion:**

Lawrence prides itself on a decades-long track record of successful partnerships among public and private sector entities. The Consolidated Plan delivery system is an example of this. Communication and cooperation between the City of Lawrence's Community Development Division and the partner agencies and organizations that administer activities is strong. CDD staff has worked closely with the organizations involved in Consolidated Plan programs to improve regulatory compliance, monitoring, cooperation and partnerships among agencies, and technical capacity of organizations involved in project delivery.

## Program Specific Requirements

### AP-90 Program Specific Requirements – 91.220(I)(1,2,4)

#### Introduction:

The Community Development Advisory Committee (CDAC) has made allocation recommendations for CDBG and HOME funding for the 2019 program year based on the Step Up to Better Housing strategy. The Action Plan is a piece of the overall Consolidated Plan and the goals are all based on this strategy. Program income is taken into consideration while allocation recommendations are being discussed.

#### Community Development Block Grant Program (CDBG)

##### Reference 24 CFR 91.220(I)(1)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed	0
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan.	0
3. The amount of surplus funds from urban renewal settlements	0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan	0
5. The amount of income from float-funded activities	0
<b>Total Program Income:</b>	<b>0</b>

#### Other CDBG Requirements

1. The amount of urgent need activities	0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	90.00%

**HOME Investment Partnership Program (HOME)**  
**Reference 24 CFR 91.220(l)(2)**

1. A description of other forms of investment being used beyond those identified in Section 92.205 is as follows:

Not applicable to the City of Lawrence.

2. A description of the guidelines that will be used for resale or recapture of HOME funds when used for homebuyer activities as required in 92.254, is as follows:

HOME funds are allocated for a First Time Homebuyer Program through the City's designated Community Housing Development Organization (CHDO), Tenants to Homeowners, Inc. (TTH) and for Lawrence Habitat for Humanity's homeowner program. The TTH First Time Homebuyer program is the Lawrence Community Housing Trust (LCHT). The LCHT was instituted in Lawrence to preserve long term affordable housing for Lawrence residents with low and moderate incomes. The City and TTH have long partnered in providing this homebuyer program. The City provides funding, technical assistance, and oversight to TTH and TTH in turn, does outreach for potential homebuyers, provides the pre-purchase education, and generally administers the program. The LCHT First Time Homebuyer Program supersedes the City's previous First Time Homebuyer Program, Homeowners Out of Tenants (HOOT). As required by HOME regulations, to ensure affordability for the LCHT program, the City has elected to impose resale requirements. Current resale requirements of the program ensure that the housing is made available for subsequent purchase only to a buyer whose family qualifies as a low or moderate income family (50%-80% MFI paying no more than 38 percent of income for Principal, Interest, Property Taxes and Insurance), and will use the property as their principal residence.

Notification to Prospective Buyers: The resale policy is explained to the prospective homebuyer(s) prior to signing a contract to purchase the HOME-assisted unit. The prospective homebuyer(s) sign an acknowledgement that they understand the terms and conditions applicable to the resale policy as they have been explained. This document is included with the executed sales contract.

3. A description of the guidelines for resale or recapture that ensures the affordability of units acquired with HOME funds? See 24 CFR 92.254(a)(4) are as follows:

The TTH First Time Homebuyer program is the Lawrence Community Housing Trust (LCHT). The LCHT was instituted in Lawrence to preserve long term affordable housing for Lawrence residents with low and moderate incomes. The City and TTH have long partnered in providing this homebuyer program. The City provides funding, technical assistance, and oversight to TTH and TTH in turn, does outreach for potential homebuyers, provides the pre-purchase education, and generally administers the program. The LCHT First Time Homebuyer Program supersedes the City's previous First Time

Homebuyer Program, Homeowners Out of Tenants (HOOT). As required by HOME regulations, to ensure affordability for the LCHT program, the City has elected to impose resale requirements. Current resale requirements of the program ensure that the housing is made available for subsequent purchase only to a buyer whose family qualifies as a low or moderate income family (50%-80% MFI paying no more than 38 percent of income for Principal, Interest, Property Taxes and Insurance), and will use the property as their principal residence. The affordability period is maintained by a ground lease agreement between the buyer and LCHT, and this agreement is protected with deed restrictions and a lien signed by the buyer.

**Affordability to a Range of Buyers.** The City of Lawrence will ensure continued affordability to a range of buyers, particularly those whose total household incomes range from 50% to no greater than 80% MFI. HUD will provide limits for affordable existing housing based on 95 percent of the median purchase price for the area using Federal FHA single family mortgage program data for existing housing data and other appropriate data that are available nation-wide for sales of existing housing, with a minimum limit based on 95 percent of the state-wide nonmetropolitan area median purchase price using this data. Homeownership Value limits may be found here:

<https://www.hudexchange.info/resource/2312/home-maximum-purchase-price-after-rehab-value/>

4. Plans for using HOME funds to refinance existing debt secured by multifamily housing that is rehabilitated with HOME funds along with a description of the refinancing guidelines required that will be used under 24 CFR 92.206(b), are as follows:

Not Applicable. No HOME-funded rehabilitation is undertaken in the City of Lawrence program.

## **CITIZEN PARTICIPATION PLAN**

### **PURPOSE**

Citizen participation is the heart of the Assessment of Fair Housing (AFH) and the consolidated planning process, involving citizens in decisions that directly affect their lives. The purpose of the Citizen Participation Plan is to encourage and insure full and proper citizen participation in the development of the AFH and at all stages of the Consolidated Plan process. The Citizen Participation Plan formally designates structures, procedures, roles and policies to be followed by program participants.

This Citizen Participation Plan shall be available to all interested persons in the Development Services Office at 1 Riverfront Plaza, Level 1, Suite 110. The AFH, Consolidated Plan, Annual Consolidated Plan Update, and the Annual Performance Report, regarding the Community Development Block Grant (CDBG) and HOME Investment Partnerships (HOME) Programs, shall also be available. All documents are available on the City of Lawrence website at [www.lawrenceks.org/pds](http://www.lawrenceks.org/pds).

A secondary purpose of this Plan is to implement federal regulations regarding citizen participation for the AFH and the consolidated planning process described by Title 24 CFR 91.105 of the Housing and Community Development Act of 1974, as amended. Nothing in this Plan shall restrict the responsibility and authority of the City of Lawrence (City) from developing and executing its Consolidated Plan or AFH.

This document may be amended by the City Commission.

## ASSESSMENT OF FAIR HOUSING

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

1. Encourage citizens to participate in the development of the AFH and any revisions of the AFH.
2. 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.
3. 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.
4. 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.
5. 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).
6. 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.
7. 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.
8. 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.
9. 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 [www.lawrenceks.org/pds](http://www.lawrenceks.org/pds).
10. Provide for technical assistance to groups representative of persons of low-and-moderate income that request such assistance to comment on the AFH.
11. 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.
12. Provide a reasonable number of free copies of the AFH to residents and groups that request a copy.
13. 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).

## REVISIONS TO THE ASSESSMENT OF FAIR HOUSING

1. An AFH previously accepted by HUD must be revised and submitted to HUD for review under the following circumstances:
  - a. 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
  - b. Upon HUD's written notification specifying a material change that requires the revision.
2. The City of Lawrence 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 display ad 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.

## CONSOLIDATED PLAN OBJECTIVES

Citizen participation is encouraged in the development of the Consolidated Plan and any substantial amendments to the Consolidated Plan, and the Performance Report. To achieve the purposes of the Citizen Participation Plan, six objectives are established. These objectives constitute basic standards by which proper citizen participation can be measured, and are in no way intended to limit citizen participation.

1. Provide for and encourage citizen participation with particular emphasis on participation by persons of low- and moderate-income, particularly those who are residents of slum and blighted areas and of areas in which CDBG and HOME funds are proposed to be used, and provide for participation of residents in low- and moderate-income neighborhoods as defined by the City of Lawrence. Additionally, provide for and encourage participation of all citizens, including minorities and non-English speaking persons, as well as persons with disabilities. Provide for and encourage, in conjunction with the Lawrence-Douglas County Housing Authority, citizen participation of residents of public and assisted housing developments, along with other low-income residents of targeted revitalization areas in which the developments are located. Provide information to the housing authority about consolidated plan activities related to its developments within the community so that it may make this information available at the annual public hearing required under the Comprehensive Grant program.
2. Provide citizens with reasonable and timely access to local meetings, information, and records relating to the Consolidated Plan, Substantial Amendments, and the Performance Report, as required by regulations and relating to the actual use of funds under this title. Provide information regarding the displacement of persons and specifying the types and levels of assistance that will be available, even though no displacement is expected to occur.
3. Provide for technical assistance to groups representative of persons of low- and moderate-income that request such assistance in developing proposals, with the level and type of assistance to be determined by the City.
4. Provide for public hearings to obtain citizen views and to respond to proposals and questions at all stages of the consolidated planning process, including the Citizen Participation Plan, the development of needs, the review of proposed activities, and the review of program performance. Such hearings shall be held after adequate notice, at times and locations convenient to potential or actual beneficiaries, and with accommodation for persons with disabilities. Notice of public hearings will be published as display ads one - two weeks before the date of the public hearing.
5. Provide for a timely written answer to written complaints and grievances, within fifteen (15) working days where practicable.
6. Identify how the needs of non-English speaking residents will be met in the case of public hearings where a significant number of non-English speaking residents can be reasonably expected to participate.



## OBJECTIVE NO. 1

*Provide for and encourage citizen participation with particular emphasis on participation by persons of low- and moderate-income, particularly those who are residents of slum and blighted areas and of areas in which CDBG and HOME funds are proposed to be used, and provide for participation of residents in low- and moderate-income neighborhoods as defined by the City of Lawrence. Additionally, provide for and encourage participation of all citizens, including minorities and non-English speaking persons, as well as persons with disabilities. Provide for and encourage, in conjunction with the Lawrence-Douglas County Housing Authority, citizen participation of residents of public and assisted housing developments, along with other low-income residents of targeted revitalization areas in which the developments are located. Provide information to the housing authority about consolidated plan activities related to its developments within the community so that the housing authority may make this information available at the annual public hearing required under the Comprehensive Grant program.*

The City Commission of the City of Lawrence, Kansas, desires to involve the affected citizens of the city in the decision-making process whereby Community Development Block Grant (CDBG) and HOME Investment Partnerships Program (HOME) funds are allocated. In order to achieve this goal, the following structure, procedures, roles, and policies have been adopted and are to be followed by program participants. The City will receive advisory input for program funding and policy recommendations from the Community Development Advisory Committee. The purpose of the Committee is to develop and propose funding strategies and policies; recommend the allocation of CDBG and HOME funds; and review appeals from determinations made by the Development Services staff regarding housing rehabilitation projects as prescribed in the Policies for Housing Rehabilitation Deferred Loans.

The Mayor, with the consent of the Governing Body, will appoint individual members of the Community Development Advisory Committee. The committee shall consist of eleven members of the community, of which six members shall be low or moderate income or live in a low or moderate income area or neighborhood, as defined by HUD census data. There will be appointed no more than one individual from any particular area or neighborhood. The remaining five members will be appointed at large from the community. Individual memberships will be held for three-year terms except when appointed to fill out an unexpired term. Initial appointments will be for one-, two- or three-year terms so that membership changes will be staggered. Members may serve two consecutive three-year terms. If originally appointed to an unexpired term, the member may complete that term plus two consecutive three-year terms. The City intends to appoint members from diverse elements of the community, with emphasis on people whose interests, commitment, and expertise can best fulfill the obligations and responsibilities of the Community Development Advisory Committee.

Committee members will be expected to seek information and input from citizens who reside in low and/or moderate-income neighborhoods or who are otherwise affected by CDBG/HOME activities. It is important that opportunities for citizens to participate in the CDBG/HOME planning process be provided. The Community Development Advisory Committee and Development Services staff will be

expected to help the City provide these opportunities.

## **I. GUIDELINES TO BE FOLLOWED BY CDBG FUNDED NEIGHBORHOOD ASSOCIATIONS**

- A. Any neighborhood association receiving support funds through the CDBG Program will be required to adhere to the following guidelines:
1. Each association is required to have, at a minimum, quarterly meetings. The associations are encouraged to have regularly scheduled meetings each month.
  2. Business may be conducted only at open meetings of which all members have been notified a reasonable time in advance.
  3. Associations must elect officers on a yearly basis, in accordance with written bylaws. If there is a change or update of bylaws, the neighborhood association is to provide the new version to the City of Lawrence within 90 days from the time the changes are approved by the neighborhood. These bylaws shall be kept on file with the City. The members of the board or officers shall reside within, or own property within, the defined neighborhood boundaries.
  4. Neighborhood associations must have definite geographical boundaries. Membership must be open to any person eighteen years of age or older living or owning property in the specified area. Each association may allow for non-voting members in its bylaws.
  5. Neighborhood coordinators shall live within the City of Lawrence or Douglas County limits.
  6. Membership dues cannot exceed \$1.00 per year for individuals.
  7. Minutes of each meeting are to be forwarded to the Development Services Office within 30 days after each meeting. Neighborhoods shall submit quarterly performance reports to the City of Lawrence no later than November 10, February 10, May 10, and August 10 of the current grant year.
  8. An annual accounting of the use of CDBG funds is to be submitted to the Development Services Office.
  9. The associations are encouraged to utilize a portion of the funds to notify members and the public of the time and place of each meeting.
  10. The associations are encouraged to produce regular newsletters to keep the neighborhood residents apprised of upcoming activities and projects and to report on the results of such activities and projects.

## OBJECTIVE NO. 2

*Provide citizens with reasonable and timely access to local meetings, information, and records relating to the Consolidated Plan, Substantial Amendments, and the Performance Report, as required by regulations and relating to the actual use of funds under this title. Provide information regarding the displacement of persons and specifying the types and levels of assistance that will be available, even though no displacement is expected to occur.*

The City will provide the media with times and dates of Community Development Advisory Committee meetings. Notice of meetings will be provided to members. Other members of the community will receive information upon request.

Prior to adoption of the Consolidated Plan, the City will make available information that includes the amount of assistance the City expects to receive and the range of activities that may be undertaken, including the amount that will benefit persons of low and/or moderate-income. A summary of the proposed Consolidated Plan will be published in the Lawrence Journal World and will be available in the Development Services Office. The summary will describe the contents and purpose of the Consolidated Plan, and locations where copies of the entire proposed plan may be examined.

The Consolidated Plan, as adopted, Substantial Amendments, and the Annual Performance Report will be available on the Development Services website. Upon request, the documents will be made available in a form accessible to persons with disabilities. All such documents will be kept on file for a minimum of five years.

With regard to displacement, the general policy of the City is to keep displacement of persons participating in the CDBG or HOME programs to an absolute minimum. In those rare occasions when displacement is necessary, the City will abide by the regulations of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended (URA), and Section 104(d) of the Housing and Community Development Act of 1974.

## **I. CDBG and HOME PROGRAM PROCEDURE.**

A. The following dates are approximate. All activities will occur on or about the noted date.

- August 1 - The new grant year begins for the CDBG and HOME programs funded through the Consolidated Plan process.
- September - The Development Services staff will send notice and application forms to all interested parties regarding the CDBG/HOME Application process and deadline for the upcoming program year.
- A public meeting of the Community Development Advisory Committee, including public comment, will be held in September or October. The meeting is intended to provide: 1) Discussion of the City's performance during the most recent year; 2) General information and requirements for the CDBG and HOME programs, as well as the Consolidated Plan; 3) A forum for suggested future CDBG and HOME activities; 4) The opportunity to obtain the views of citizens, public agencies, and other interested parties on housing and community development needs of the community; and 5) A review of demographic data in the community to determine priority needs. The Annual Performance Report will be available at the public hearing for public comment. The thirty-day written comment period will begin. All written comments regarding the City's performance will be submitted to HUD along with the City's Annual Performance Report.
  - Development Services staff will provide application information at the public hearing to be used by interested parties for requesting CDBG/HOME funds for the upcoming program year.
- October 31 - Deadline for the Annual Performance Report to be submitted to HUD.
- November - The Community Development Advisory Committee will meet with the City Commission as needed in a Study Session to determine commission priorities for the upcoming CDBG program year.
- December 1- Deadline for upcoming program year grant proposals.
- January - The Community Development Advisory Committee begins meeting to consider grant proposals. Grant proposal requests will be distributed to the Committee at the first meeting.
- March - The Community Development Advisory Committee completes deliberations and makes preliminary recommendations. Applicants will have an opportunity to appeal recommendations before the recommendations are passed on to the City Commission.

- April - A draft Consolidated Plan or Annual Update will be available for review and comment in the Development Services Office as well as online at [www.lawrenceks.org/pds](http://www.lawrenceks.org/pds). The Development Services staff will set a public hearing to review the Consolidated Plan, and to review the draft copy of the Investment Summary. The public hearing and proposed Investment Summary will be advertised as a display ad to afford citizens an opportunity to examine the statement's contents.
  
- April - The Community Development Advisory Committee will hold a public meeting, including public comment to review preliminary recommendations and goals and objectives set forth in the Consolidated Plan, and to review a draft copy of the Investment Summary. The thirty (30) day written comment period will begin.
  
- May - The Consolidated Plan will be completed and the City Commission will consider a resolution adopting the Consolidated Plan or Annual Update, including the Investment Summary, and authorizing the submission of the Consolidated Plan to HUD.  
  
The Development Services staff and City Commission in conformance with this Plan will carry out substantial amendments to the Consolidated Plan during the program year.
  
- June 15 - The Consolidated Plan is sent to the local HUD office. (HUD staff has 45 days to review the plan before the start of the program year.)
  
- June 30 - Appropriate Environmental Reviews for the CDBG and HOME Programs will be completed.
  
- July 15 - A memo will be sent to all upcoming program year subrecipients notifying them of the availability of funds on August 1.

## II. SUBSTANTIAL AMENDMENT TO THE CONSOLIDATED PLAN.

- A. A Substantial Amendment will be made to the Consolidated Plan whenever one of the following decisions is made:
1. A change in allocation priorities or a change in the method of distribution of funds.
  2. To carry out an activity, using funds from any program covered by the Consolidated Plan (including program income), not previously described in the action plan.
  3. To change the purpose, scope, location, or beneficiaries of a previously approved activity. The following criteria has been established for determining Substantial Amendment:

A Substantial Amendment in the purpose of an activity will occur when the activity will serve a purpose other than that which was originally intended. In order to clarify purposes, the following categories are established:

- i. Housing
- ii. Infrastructure
- iii. Environment
- iv. Public Facilities
- v. Public Services
- vi. Economic Development
- vii. Planning
- viii. Program Administration

- B. A Substantial Amendment in the scope of an activity 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.
- C. A Substantial Amendment in the location of an activity will occur when a change of location will cause the targeted group of beneficiaries to lose the benefit.
- D. A Substantial Amendment in the beneficiaries of an activity will occur when the targeted groups of beneficiaries will no longer benefit, or when the percentage of low-income beneficiaries will be less than the minimum required by federal law or regulation.
- E. The Community Development Advisory Committee will consider Substantial Amendments at a public meeting conducted by said group. The recommendation regarding said Substantial Amendment will be forwarded to the City Commission for discussion and approval at the next regularly scheduled meeting. Notice of the meeting and information regarding the proposed Substantial Amendment will be made by publishing a display ad prior to the meeting, which will begin the thirty (30) day written comment period. Public comment may be heard at the meeting. If approved, the Substantial Amendment shall be attached to the

Consolidated Plan, and submitted along with all written comments, to the local HUD office. Implementation of the amendment shall not occur before the expiration of the written comment period.

### **OBJECTIVE NO. 3**

*Provide for technical assistance to citizens, public agencies, interested parties, and other groups representative of persons of low and/or moderate-income that request such assistance in developing proposals with the level and type of assistance to be determined by the City.*

#### **I. TECHNICAL ASSISTANCE.**

- A. The Community Development Manager, or his/her designee, shall assist all interested persons or groups in preparing proposals for the consolidated planning process or other inter-governmental grants.
- B. The assistance provided shall include, at minimum:
  - 1. Assistance in the development of an implementation plan to address identified revitalization needs.
  - 2. Required supporting data and resources available for data.
  - 3. Application timetable.
  - 4. Applicable forms required for submission.
  - 5. Persons/places to be contacted for further information.
  - 6. All pertinent rules and regulations.

## OBJECTIVE NO. 4

*Provide for public hearings to obtain citizen views and to respond to proposals and questions at all stages of the consolidated planning process, including the Citizen Participation Plan, the development of needs, the review of proposed activities, and the review of program performance. Such hearings shall be held after adequate notice, at times and locations convenient to potential or actual beneficiaries, and with accommodation for persons with disabilities. Notice of public hearings will be published as display ads prior to the date of the public hearing.*

### I. PUBLIC HEARINGS.

- A. A minimum of two public hearings will be held during the year regarding the City's Consolidated Plan, which includes the Investment Summary for the CDBG and HOME programs. The City shall consider any comments or views of citizens received in writing, or orally at the public hearings, in preparing the final Consolidated Plan, Substantial Amendments, and/or the Annual Performance Report.
  - 1. One public hearing will be held before the Community Development Advisory Committee to provide:
    - a. Discussion of the City's performance during the most recent year.
    - b. General information and requirements for the CDBG and HOME programs, as well as the Consolidated Plan.
    - c. A forum for suggested future CDBG and HOME activities.
    - d. The opportunity to obtain the views of citizens, public agencies, and other interested parties on housing and community development needs of the community, including priority non-housing community development needs.
    - e. A review of demographic data in the community to determine priority needs.
  - 2. The second public hearing held before the Community Development Advisory Committee will review:
    - a. Preliminary recommendations and goals and objectives set forth in the Consolidated Plan, and to review the draft copy of the Investment Summary.



## **OBJECTIVE NO. 5**

*Provide for a timely written answer to written complaints and grievances, within fifteen (15) working days where practicable.*

The Consolidated Plan of the City of Lawrence, Kansas, encompasses many activities and is regulated by several laws, rules, and regulations. One of the requirements of the program is that citizens be allowed to voice their comments, criticisms, and suggestions. In order to provide the citizens of Lawrence a procedure for voicing complaints with some assurance that complaints will receive fair consideration, the City of Lawrence has established the following procedure for hearing complaints regarding any part of the Consolidated Plan, planning process, Substantial Amendments, or the Annual Performance Report, including the Citizen Participation Plan, Community Development Block Grant (CDBG), and/or HOME Investment Partnerships (HOME) Programs.

### **I. COMPLAINT PROCESS.**

- A. If any person wishes to lodge a complaint, the complaint shall be in written form and addressed to the Director, Planning and Development Services, P.O. Box 708, Lawrence, Kansas, 66044.
- B. If the person lodging the complaint does not get a satisfactory explanation from the Director, the complaint shall be addressed to the City Manager with the statement that the Director did not give a satisfactory response. This complaint shall also be in written form and addressed to P.O. Box 708, Lawrence, Kansas, 66044.
- C. If the complainant does not receive a satisfactory response from the City Manager, he or she may request that the complaint be included as an item on the agenda of the next regularly scheduled City Commission meeting for hearing. A record of this meeting will be maintained.
- D. If the complainant does not receive a satisfactory response to the complaint from the City Commission, the complainant may submit the complaint to the regional office of the U.S. Department of Housing and Urban Development (HUD), Attention: Regional Director, 400 State Avenue, Gateway Tower II, Kansas City, Kansas, 66101-2406. The City will forward all records of meetings relevant to the complaint to HUD upon request.
- E. Development Services staff will assist the complainant with the preparation of written complaints or advise the complainant of other sources that could help with the presentation.
- F. All complaints shall be submitted on a form provided by Development Services staff and shall be signed by the complainant or complainants.

**COMPLAINT FORM**

CITY OF LAWRENCE, KANSAS  
DEVELOPMENT SERVICES

PLEASE PRINT OR TYPE

**1. NAME OF PERSON OR ORGANIZATION SUBMITTING COMPLAINT(S)**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

**2. NATURE OF COMPLAINT**

Please summarize briefly the facts. If you need more space for additional details, you may attach a statement. If your complaint is against an individual, please include that person's name.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**3. PREVIOUS ACTION**

Have you expressed your complaint to any person in Development Services verbally? \_\_\_\_\_

Who was that person? \_\_\_\_\_

Have you expressed your complaint to any person in any department of the City? \_\_\_\_\_

Who was that person? \_\_\_\_\_

Have you expressed your complaint to any member of the Community Development Advisory Committee? \_\_\_\_\_

Who was that person? \_\_\_\_\_

**4. I HAVE READ THIS COMPLAINT (including any attachments) AND IT IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE, INFORMATION, AND BELIEF**

\_\_\_\_\_  
Signature Date

NOTE: The complainant will get a copy of this complaint and will receive a written reply within fifteen (15) days.

## OBJECTIVE NO. 6

*Identify how the needs of non-English speaking residents will be met in the case of public hearings where a significant number of non-English speaking residents can be reasonably expected to participate.*

There are a minimum number of non-English speaking residents in Lawrence. If a member of the public or particular program beneficiary is non-English speaking, Development Services staff will make every attempt to find an interpreter to assist the citizen or beneficiary when questions arise or when information is to be given to the beneficiary.

DRAFT

# 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.)<sup>1</sup>

*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.

---

<sup>1</sup> 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	
<b>Transients</b> (10 – outreach worker estimate) – may or may not seek shelter. <b>Chronically homeless</b> (32 – PIT count) - may or may not seek shelter, may or may not be interested in permanent ETH, TH or PSH.	<b>Single Homeless and Families without Children</b> (70 PIT count) – likely will seek shelter; 35% will move into TH; some will need PSH and others will need private housing. <b>Homeless Families with Children</b> (45) – likely will seek shelter; many will move into TH; some will need private housing.	<b>Single Homeless, Families Without Children and Families with Children</b> (35 HA estimate) – likely will qualify for TH immediately if vouchers are made available.	<b>Single Homeless, Disabled and/or Chronic</b> (22 estimate) - assuming not ALL disabled will need PSH and not all chronically homeless will pursue PSH.	

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

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

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

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

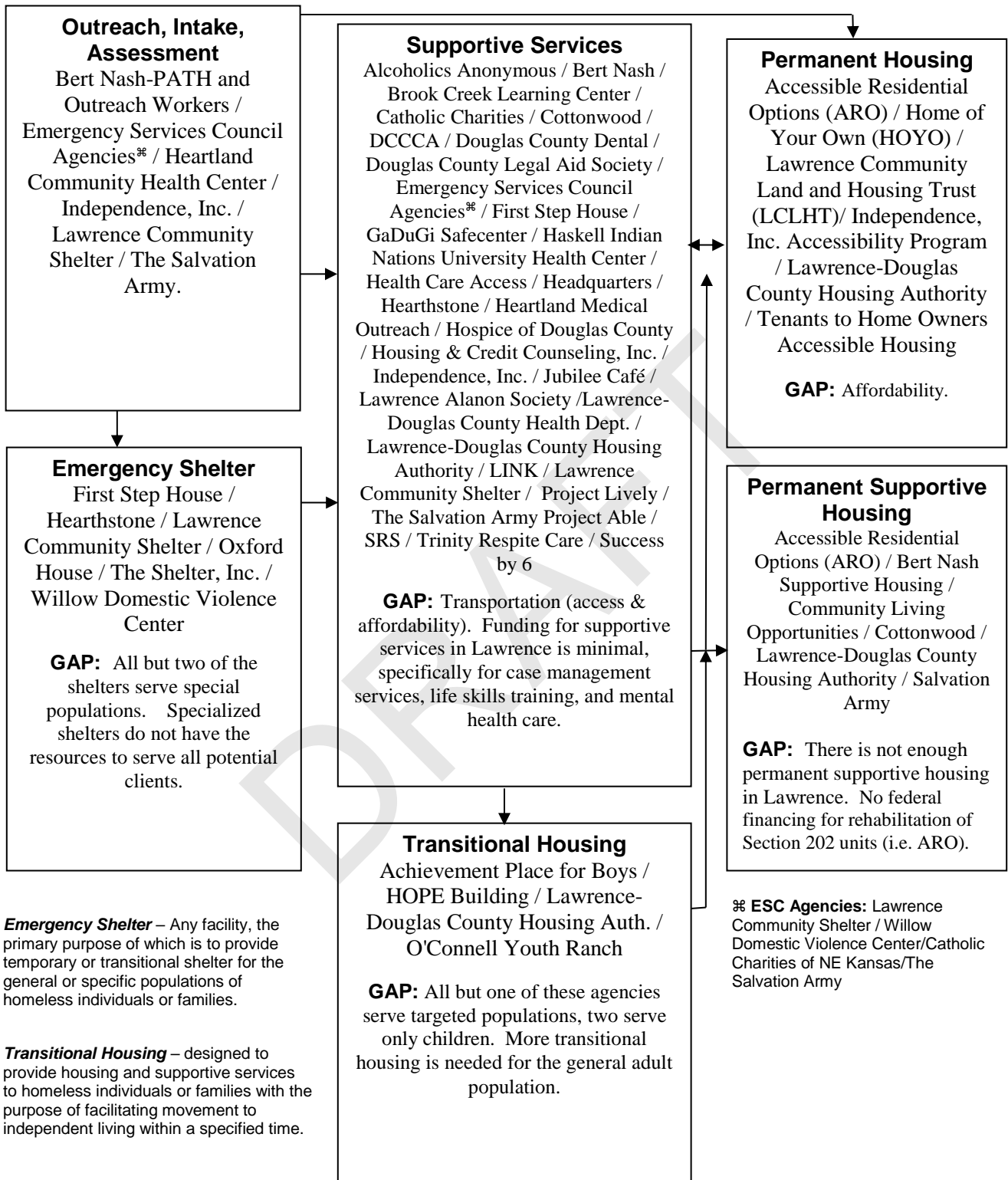
Transitional Housing: Assisted housing with support services, available for up to two years. Major gap is for people who are precluded from LDCHA due to methamphetamine conviction, sex offender status or other recent drug convictions.

Permanent Supportive Housing: Permanent housing with ongoing support services.

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

# City of Lawrence Continuum of Care for Housing and Homelessness 2019

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

Neighborhood Association	CT/BG	% low/mod	LOWMOD	TOTAL
Babcock	3/4	80.80%	1115	1380
Barker	2/4; 10.01/1	39.83%	940	2360
Breedzdale	10.01/2	40.63%	195	480
Briarwood	6.03/1	21.07%	810	3845
BCNA	2/1; 2/3; 2/4; 2/5; 2/6	59.06%	2835	4800
Centennial	9.01/1; 10.01/1	52.13%	1040	1995
Congressional Place	16/2	19.79%	1155	5835
Cottages	6.04/3	17.88%	160	895
Deerfield	6.03/2; 6.04/3; 6.04/4	16.72%	800	4785
Downtown	5.02/3; 2/1; 2/2	61.22%	2115	3455
ELNA	2/1; 2/2; 2/3	75.04%	2405	3205
Edgewood TA	2/5	75.91%	835	1100
Gateway	6.03/1	21.07%	810	3845
Hillcrest	5.02/1; 5.02/2	69.41%	2110	3040
Hills West	8.02/3	60.61%	1585	2615
Indian Hills	9.01/3; 9.01/4; 9.02/1	59.55%	2900	4870
Joseph Drive	7.02/4	38.93%	730	1875
Meadows Place	8.02/1	33.40%	895	2680
Monterey	6.03/1; 6.03/2	18.97%	1215	6405
NLIA	1/1; 1/2; 1/3	41.10%	1200	2920
OWL	5.02/3	37.90%	415	1095
ONA	3/1; 3/2; 3/3; 3/4	87.65%	4825	5505
Park Hill	10.01/2	40.63%	195	480
Perry Park	7.02/4	38.93%	730	1875
PNA	5.01/1; 5.01/2	59.90%	1830	3055
Prairie Meadows	8.02/1; 8.02/3	46.84%	2480	5295
Prairie Park	10.02/1; 10.02/2; 10.02/3	44.37%	2560	5770
Quail Ridge East	7.97/1	46.71%	710	1520
Quail Run	16/1; 16/3	18.48%	655	3545
Rain Tree	5.02/2	61.72%	1040	1685
Scenic Riverway	6.03/1; 6.03/2; 15/1	21.67%	1660	7660
Schwegler	9.01/2	69.66%	1010	1450
South Meadow	10.02/3	45.33%	995	2195
South Siders	10.02/2	18.73%	295	1575
Southern Parkway	8.02/3	60.61%	1585	2615
Stoneback Ridge	8.01/1	43.53%	505	1160
Sunflower	8.01/1	43.53%	505	1160
Sunset Hill	7.02/1; 7.02/2; 7.02/3	64.58%	3090	4785
University Heights	5.02/2	61.72%	1040	1685
University Place	3/4	80.80%	1115	1380
West Hills	5.02/2	61.72%	1040	1685
West Lawrence	6.03/1; 16/2	20.30%	1965	9680
Western Hills	16/1	10.71%	135	1260
Westwood	5.02/2	61.72%	1040	1685
Woods on 19th	2/4	32.47%	315	970

The Community Development Block Grant (CDBG) program requires that each CDBG funded activity must either principally benefit low- and moderate-income persons, aid in the prevention or elimination of slums or blight, or meet a community development need having a particular urgency. With respect to activities that benefit all the residents of a given area, at least 51 percent of the area's residents must be low and moderate income. The Office of Community Planning and Development provides estimates of the number of persons that can be considered Low, Low to Moderate, and Low, Moderate, and Medium income persons according to annually revised income limits. Data are provided at the Census Bureau's Geographic Summary Level "150": State-County-County Subdivision-Census Tract-Block Group. The statistical information used in the calculation of estimates identified in the data sets linked to the right comes from the 2011-2015 American Community Survey (ACS). ACS data are used with Income Limits for Metropolitan Areas and for Non Metropolitan Counties prepared by the Department's Office of Policy Development and Research to calculate the Low to Moderate Income Summary Data (LMISD). The Bureau of Census matches the income limits to the ACS surveys in a special tabulation in order to produce the estimates. Estimates are provided at three income levels: Low Income (50 percent); Moderate Income (80 percent), and Medium Income (120 percent). Additional Summary levels are also made available for city, town, county and Census Designated Places and Census Civil Divisions. Each block group record has an identification section containing Federal Information Processing Standards (FIPS) codes and names for the block group, census tract, county and state, plus the name, type, and the HUD Unit-of-Government-Identification-Code for the Community Development Block Grant (CDBG) grantee with jurisdiction over the block group area for FY 2018.

CDBGUOIGD	CDBGNAME	STUSAB	CDBGTY	STATE	COUNTY	COUNTYNAME	TRACT	BLKGRP	LOWMOD	LOWMODUNIV	LOWMODPCT	Total by Census Tract	CT/BG	Neighborhood Association
201902	Lawrence	KS	51	20	045	Douglas County	000100	1	345	775	44.52%		1/1	NLIA
201902	Lawrence	KS	51	20	045	Douglas County	000100	2	560	1415	39.58%		1/2	NLIA
201902	Lawrence	KS	51	20	045	Douglas County	000100	3	295	730	40.41%	41.10%	1/3	NLIA
201902	Lawrence	KS	51	20	045	Douglas County	000200	1	135	345	39.13%		2/1	BCNA, Downtown, ELNA
201902	Lawrence	KS	51	20	045	Douglas County	000200	2	1565	2015	77.67%		2/2	Downtown, ELNA
201902	Lawrence	KS	51	20	045	Douglas County	000200	3	705	845	83.43%		2/3	BCNA, ELNA
201902	Lawrence	KS	51	20	045	Douglas County	000200	4	315	970	32.47%		2/4	Barker, BCNA, Woods on 19th
201902	Lawrence	KS	51	20	045	Douglas County	000200	5	835	1100	75.91%		2/5	BCNA, Edgewood TA
201902	Lawrence	KS	51	20	045	Douglas County	000200	6	845	1540	54.87%	64.56%	2/6	BCNA
201902	Lawrence	KS	51	20	045	Douglas County	000300	1	1665	1840	90.49%		3/1	ONA
201902	Lawrence	KS	51	20	045	Douglas County	000300	2	830	910	91.21%		3/2	ONA
201902	Lawrence	KS	51	20	045	Douglas County	000300	3	1215	1375	88.36%		3/3	ONA
201902	Lawrence	KS	51	20	045	Douglas County	000300	4	1115	1380	80.80%	87.65%	3/4	Babcock, ONA, University Place
201902	Lawrence	KS	51	20	045	Douglas County	000400	1	25	40	62.50%		4/1	
201902	Lawrence	KS	51	20	045	Douglas County	000400	2	455	485	93.81%	91.43%	4/2	
201902	Lawrence	KS	51	20	045	Douglas County	000501	1	1080	1615	66.87%		5.01/1	PNA
201902	Lawrence	KS	51	20	045	Douglas County	000501	2	750	1440	52.08%	59.90%	5.01/2	PNA
201902	Lawrence	KS	51	20	045	Douglas County	000502	1	1070	1355	78.97%		5.02/1	Hillcrest
201902	Lawrence	KS	51	20	045	Douglas County	000502	2	1040	1685	61.72%		5.02/2	Hillcrest, Raintree, University Heights, West Hills, Westwood
201902	Lawrence	KS	51	20	045	Douglas County	000502	3	415	1095	37.90%	61.06%	5.02/3	Downtown, OWL
201902	Lawrence	KS	51	20	045	Douglas County	000603	1	810	3845	21.07%		6.03/1	Briarwood, Gateway, Monterey, Scenic Riverway, West Lawrence
201902	Lawrence	KS	51	20	045	Douglas County	000603	2	405	2560	15.82%	18.97%	6.03/2	Deerfield, Monterey, Scenic Riverway
201902	Lawrence	KS	51	20	045	Douglas County	000604	1	360	1720	20.93%		6.04/1	
201902	Lawrence	KS	51	20	045	Douglas County	000604	2	650	1050	61.90%		6.04/2	
201902	Lawrence	KS	51	20	045	Douglas County	000604	3	160	895	17.88%		6.04/3	Cottages, Deerfield
201902	Lawrence	KS	51	20	045	Douglas County	000604	4	235	1330	17.67%	28.13%	6.04/4	Deerfield
201902	Lawrence	KS	51	20	045	Douglas County	000702	1	1140	1575	72.38%		7.02/1	Sunset Hill
201902	Lawrence	KS	51	20	045	Douglas County	000702	2	1310	2115	61.94%		7.02/2	Sunset Hill
201902	Lawrence	KS	51	20	045	Douglas County	000702	3	640	1095	58.45%		7.02/3	Sunset Hill
201902	Lawrence	KS	51	20	045	Douglas County	000702	4	730	1875	38.93%	57.36%	7.02/4	Joseph Drive, Perry Park
201902	Lawrence	KS	51	20	045	Douglas County	000797	1	710	1520	46.71%		7.97/1	Quail Ridge East
201902	Lawrence	KS	51	20	045	Douglas County	000797	2	535	1260	42.46%		7.97/2	
201902	Lawrence	KS	51	20	045	Douglas County	000797	3	705	2335	30.19%	38.12%	7.97/3	
201902	Lawrence	KS	51	20	045	Douglas County	000801	1	505	1160	43.53%		8.01/1	Stoneback Ridge, Sunflower
201902	Lawrence	KS	51	20	045	Douglas County	000801	2	2925	4850	60.31%	57.07%	8.01/2	
201902	Lawrence	KS	51	20	045	Douglas County	000802	1	895	2680	33.40%		8.02/1	Meadows Place, Prairie Meadows
201902	Lawrence	KS	51	20	045	Douglas County	000802	2	1385	1445	95.85%		8.02/2	
201902	Lawrence	KS	51	20	045	Douglas County	000802	3	1585	2615	60.61%	57.34%	8.02/3	Hills West, Prairie Meadows, Southern Parkway
201902	Lawrence	KS	51	20	045	Douglas County	000901	1	415	605	68.60%		9.01/1	Centennial
201902	Lawrence	KS	51	20	045	Douglas County	000901	2	1010	1450	69.66%		9.01/2	Schwegler
201902	Lawrence	KS	51	20	045	Douglas County	000901	3	510	1090	46.79%		9.01/3	Indian Hills
201902	Lawrence	KS	51	20	045	Douglas County	000901	4	815	1500	54.33%		9.01/4	Indian Hills
201902	Lawrence	KS	51	20	045	Douglas County	000901	5	985	1065	92.49%	65.41%	9.01/5	
201902	Lawrence	KS	51	20	045	Douglas County	000902	1	1575	2280	69.08%	69.08%	9.02/1	Indian Hills
201902	Lawrence	KS	51	20	045	Douglas County	001001	1	625	1390	44.96%		10.01/1	Barker, Centennial
201902	Lawrence	KS	51	20	045	Douglas County	001001	2	195	480	40.63%	43.85%	10.01/2	Breedzdale, Park Hill
201902	Lawrence	KS	51	20	045	Douglas County	001002	1	1270	2000	63.50%		10.02/1	Prairie Park
201902	Lawrence	KS	51	20	045	Douglas County	001002	2	295	1575	18.73%		10.02/2	Prairie Park South Siders
201902	Lawrence	KS	51	20	045	Douglas County	001002	3	995	2195	45.33%	44.37%	10.02/3	Prairie Park, South Meadow
201902	Lawrence	KS	51	20	045	Douglas County	001201	1	400	1770	22.60%	22.60%	12.01/1	
201902	Lawrence	KS	51	20	045	Douglas County	001400	1	300	1565	19.17%	19.17%	14/1	
201902	Lawrence	KS	51	20	045	Douglas County	001500	1	445	1255	35.46%	35.46%	15/1	Scenic Riverway
201902	Lawrence	KS	51	20	045	Douglas County	001600	1	135	1260	10.71%		16/1	Quail Run, Western Hills
201902	Lawrence	KS	51	20	045	Douglas County	001600	2	1155	5835	19.79%		16/2	Congressional Place, West Lawrence
201902	Lawrence	KS	51	20	045	Douglas County	001600	3	520	2285	22.76%	19.30%	16/3	Quail Run



**A description of the guidelines that will be used for resale or recapture of HOME funds when used for homebuyer activities as required in 92.254, is as follows:**

HOME funds are allocated for a First Time Homebuyer Program through the City's designated Community Housing Development Organization (CHDO), Tenants to Homeowners, Inc. (TTH) and for Lawrence Habitat for Humanity's homeowner program. The TTH First Time Homebuyer program is the Lawrence Community Housing Trust (LCHT). The LCHT was instituted in Lawrence to preserve long term affordable housing for Lawrence residents with low and moderate incomes. The City and TTH have long partnered in providing this homebuyer program. The City provides funding, technical assistance, and oversight to TTH and TTH in turn, does outreach for potential homebuyers, provides the pre-purchase education, and generally administers the program. The LCHT First Time Homebuyer Program supersedes the City's previous First Time Homebuyer Program, Homeowners Out of Tenants (HOOT).

As required by HOME regulations, to ensure affordability for the LCHT program, the City has elected to impose resale requirements. Current resale requirements of the program ensure that the housing is made available for subsequent purchase only to a buyer whose family qualifies as a low or moderate income family (50%-80% MFI paying no more than 38 percent of income for Principal, Interest, Property Taxes and Insurance), and will use the property as their principal residence.

**Notification to Prospective Buyers.** The resale policy is explained to the prospective homebuyer(s) prior to signing a contract to purchase the HOME-assisted unit. The prospective homebuyer(s) sign an acknowledgement that they understand the terms and conditions applicable to the resale policy as they have been explained. This document is included with the executed sales contract.

**Enforcement of Resale Provisions.** The resale policy is enforced through the use of a ground lease and occupancy requirements signed by the homebuyer(s) at closing. The ground lease specifies:

1. The length of the affordability period (based on the dollar amount of HOME funds invested in the unit; either 5, 10, or 15 years);
2. That the home remain the Buyer's principal residence throughout the affordability period; and
3. The conditions and obligations of the Owner should the Owner wish to sell before the end of the affordability period, including:
  - a. The Owner must contact Tenants to Homeowners in writing if intending to sell the home prior to the end of the affordability period;
  - b. The subsequent buyer must be low or moderate income as defined by the resale provisions, and occupy the home as his/her principal residence for the remaining years of the affordability period. (However, if the new purchaser receives assistance through a HOME-funded program, the affordability period will be re-set according to the amount of assistance provided);
  - c. The sales price must be affordable to the subsequent purchaser; affordability is defined as limiting the Principal, Interest, Taxes and Insurance (PITI) amount to no more than 38% of the new purchaser's monthly income; and
  - d. The Owner will receive a fair return on their investment as detailed in the resale provisions.

**Fair Return on Investment.** The City of Lawrence will administer its resale provisions by ensuring that the Owner receives a fair return on his/her investment and that the home will continue to be affordable to a specific range of incomes. Fair Return on Investment means the total homeowner investment which includes the total cash contributed, plus up to 25% of the dollar amount of appreciation as calculated by the Housing Price Index Calculator, plus the approved capital improvement credits as described below:

1. The amount of the down payment plus principal paid to date;
2. Up to 80% of the cost of any capital improvements, documented with receipts and pictures provided by the homeowner, including but not limited to:
  - a. Room addition (bedroom, bathroom, family room)
  - b. Refurbishment/modernization of kitchens or bathrooms, limited to built-in new appliances, cabinets, or flooring
  - c. Addition of porches or decks
  - d. Installation of new central air conditioning or new upgraded heating equipment
  - e. Major upgrading of electrical service or plumbing
  - f. Sprinkler system

Any and all of which must have been paid for directly by the Owner and which were not installed through a federal, state, or locally funded grant program. All applicable City of Lawrence building codes and permitting requirements must have been followed.

3. Up to 25% of the appreciation as calculated by the **Housing Price Index (HPI)** Calculator of the Federal Housing Finance Agency. The HPI Calculator is currently located at <http://www.fhfa.gov/DataTools/Tools/pages/hpi-calculator.aspx> and projects what a given house purchased at a point in time would be worth today if it appreciated at the average appreciation rate of all homes in the area. The calculation shall be performed for the Lawrence, KS Metropolitan Statistical Area (MSA).

It is important to note that in certain circumstances, such as a declining housing market where home values are depreciating, the original homebuyer may not receive a return on his/her investment because the home sold for less or the same price as the original purchase price.

**A description of the guidelines for resale or recapture that ensures the affordability of units acquired with HOME funds? See 24 CFR 92.254(a)(4) are as follows:**

The TTH First Time Homebuyer program is the Lawrence Community Housing Trust (LCHT). The LCHT was instituted in Lawrence to preserve long term affordable housing for Lawrence residents with low and moderate incomes. The City and TTH have long partnered in providing this homebuyer program. The City provides funding, technical assistance, and oversight to TTH and TTH in turn, does outreach for potential homebuyers, provides the pre-purchase education, and generally administers the program. The LCHT First Time Homebuyer Program supersedes the City's previous First Time Homebuyer Program, Homeowners Out of Tenants (HOOT). As required by HOME regulations, to ensure affordability for the LCHT program, the City has elected to impose resale requirements. Current resale requirements of the program ensure that the housing is made available for subsequent purchase only to a buyer whose family qualifies as a low or moderate income family (50%-80% MFI paying no more than 38 percent of income for Principal, Interest, Property Taxes and Insurance), and will use the property as their principal

residence. The affordability period is maintained by a ground lease agreement between the buyer and LCHT, and this agreement is protected with deed restrictions and a lien signed by the buyer.

**Affordability to a Range of Buyers.** The City of Lawrence will ensure continued affordability to a range of buyers, particularly those whose total household incomes range from 50% to no greater than 80% MFI. HUD will provide limits for affordable existing housing based on 95 percent of the median purchase price for the area using Federal FHA single family mortgage program data for existing housing data and other appropriate data that are available nation-wide for sales of existing housing, with a minimum limit based on 95 percent of the state-wide nonmetropolitan area median purchase price using this data. Homeownership Value limits may be found here:

<https://www.hudexchange.info/resource/2312/home-maximum-purchase-price-after-rehab-value/>

**Example:** A home with a 10-year affordability period was purchased nine years ago by the original homeowner who now wishes to sell. The original homeowner's mortgage was \$120,000, and the principal amount paid down so far is \$19,830 leaving a current mortgage balance of \$100,170.

**Down Payment:** The original homeowner was required to put down \$2,000 at the signing of the sales contract.

**Cost of Capital Improvements:** The original homeowner renovated the kitchen and provided pictures and receipts totaling \$5,000.

**Appreciation/Depreciation of the property:** The original purchase price of the home was \$122,000 and the amount of developer subsidy using HOME funds was \$20,000, thus requiring the 10 year affordability period. Using the HPI Calculator, the house would be worth approximately \$126,789 as of 1<sup>st</sup> Quarter 2015.

Calculating the Fair Return to the Original Owner:

Down payment:	\$2,000
Up to 80% of approved Capital Improvements	\$4,000
Principal paid to date:	\$19,830
Up to 25% of the appreciation per HPI:	<u>\$447</u>
	<b>\$26,277 Fair Return</b>

In order to realize a fair return to the original homeowner, the sales price must be set at \$126,447 (i.e., \$120,000 [\$19,830 in principal payments plus remaining mortgage balance of \$100,170] + \$2,000 down payment + \$4,000 capital improvements + \$447 HPI appreciation)

**Affordability for a Range of Buyers:** If the original homeowner sets the sales price at \$126,447 to get a fair return on investment and if current (2015) assumptions are used for front/back ratios, interest rates, insurance, taxes, an 80% Loan-to-Value (LTV) Ratio, etc., the monthly PITI would be approximately \$745. The PITI of \$745 could, in theory, be supported by an annual household income of \$23,520 and not exceed 38% of the subsequent homebuyer's monthly income. If the subsequent homeowner does not require any HOME subsidy to purchase the home, the original affordability period would end in one (1) year.