



# City of Lawrence

PLANNING & DEVELOPMENT SERVICES

## 2021 Action Plan



Consolidated Plan 2018-2022

## 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 Partnerships (HOME) programs. This Annual Action Plan (Year four of the 2018 - 2022 Consolidated Plan) covers the period beginning August 1, 2021 through July 31, 2022, 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 many 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 20, 2021. 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/reports\\_plans/](http://www.lawrenceks.org/pds/reports_plans/) and in print form in the office of Planning and Development Services.

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

The City has prioritized the following for projects and activities:

- provide services that respond to critical, identifiable and unmet needs (CDBG and HOME);
- address Outcome Areas as established by the City Commission (CDBG and HOME);
- address priority needs outlined in the Consolidated Plan (CDBG and HOME);
- have a high benefit to low-income persons (CDBG and HOME);
- are clearly defined as to scope, location, need, budget, goals, beneficiaries and means for evaluation of program progress, with evaluation criteria that are specific, measurable, and realistic (CDBG and HOME);
- present a reasonable, sound budget and have a clear sustainability plan that is consistent with the budget and that demonstrates that the applicant has the capacity and the capability to implement the proposed plan successfully (CDBG and HOME);
- maximize the use of outside funds (non-CDBG/non-HOME or other City funds);
- support or coordinate with other community development efforts (CDBG and HOME);

- provide a housing or neighborhood benefit as described in the Step Up to Better Housing strategy (CDBG and HOME); and
- provide for a **permanent** period of affordability (HOME).

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

The pandemic has highlighted some areas in programing that are critical to the citizens of Lawrence, and has also created a framework for a more collaborative way of addressing such needs. Since the late 1990's, the City of Lawrence has used the Step Up to Better Housing strategy as the basis for funding recommendations made by both the former Community Development Advisory Committee (CDAC) and the city's own staff review team. The strategy aligns with the Consolidated Plan goals. The Strategy was approved by the City Commission, and had been reaffirmed on a yearly basis by the CDAC prior to allocating funding for CDBG and HOME activities and projects. Guided by this strategy, funding was consistently allocated to one of five areas: Emergency Shelter, Transitional Housing, Permanent/Permanent Supportive Housing, Revitalized Neighborhoods, and Community Facilities. The 2021 program year's funding priorities continued to take the City Commission Strategic Plan into account when recommending funding, and the Step Up to Better Housing Strategy and public input continued to provide a significant benefit to looking at projects that sustain 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 effective 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. The partnership between the Lawrence-Douglas County Housing Authority and the City has produced a highly successful Tenant-Based Rental Assistance (TBRA) program, and the City's partnership with Tenants to Homeowners (the City's CHDO) and Lawrence Habitat for Humanity has proven very effective in providing affordable options to first-time homebuyers.

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

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

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

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

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

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

The City will take reasonable steps to provide language assistance to ensure meaningful access to participation by non-English-speaking residents of the community. The City of Lawrence Community Development Division (CDD) Limited English Proficiency (LEP) Plan is established pursuant to and in accordance with Title VI of the Civil Right Act of 1964, Executive Order 13166, "Improving Access to Services for Persons With Limited English Proficiency," and the Department of Housing and Urban Development's (HUD) Final Guidance to Federal Financial Assistance Recipients Regarding Title VI Prohibition Against National Origin Discrimination Affecting Limited English Proficient Persons, dated January 22, 2007, and effective February 21, 2007. The current CDD LEP Plan is available for public review online at: [https://lawrenceks.org/pds/reports\\_plans/](https://lawrenceks.org/pds/reports_plans/).

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

A copy of the public hearing minutes and any written comment will be attached to this Plan prior to submittal to HUD. Additionally, public comments will be attached to the final City Commission approval item on June 3, 2021 at their meeting.

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

A copy of comments not accepted (if applicable) will be reflected here.

## **7. Summary**

Several strategies and plans go into the creation of project and activity selection. These include the “Step up to Better Housing” strategy topic of housing focused neighborhood revitalization. Other considerations include the Lawrence City Commission’s Strategic Plan Outcome Areas, the Consolidated Plan priority needs, and the Consolidated Plan Assessment of Fair Housing needs. All of these plans/factors/needs are attached to this document.

The Outcome Areas for 2021 as identified by the Lawrence City Commission include Unmistakable Identity, Strong and Welcoming Neighborhoods, Safe and Secure, Prosperity and Economic Security, and Connected City.

Consolidated Plan Priority Needs utilized in 2021 are: improved quality of owner occupied housing, availability of affordable rental units, housing for the homeless, accessibility of affordable rental housing, homeless prevention services, availability of affordable owner housing, quality/quantity/access of public improvements, public services for LMI persons and neighborhood improvement and stability.

AFH Consolidated Plan Priority Needs include: lack of resources – fair Housing agencies and organizations, location and type of affordable housing, availability of affordable housing units in a range of sizes, lack of affordable, accessible housing in a range of sizes, expand housing choice and access to opportunity, loss of affordable housing, source of income discrimination, lack of access due to high housing costs, and displacement of residents to economic pressure.

**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. One citizen advisory board, the Affordable Housing Advisory Board (AHAB) contributed by discussing and recommending allocations for the HOME funding. A city staff group of comprised of representatives from the Community Development Department (2), the Finance Department (1), and the City Manager’s Office (1) provided recommendations for the CDBG Public Service Funding. Representatives from the Community Development Division, the Parks and Recreation Department, the Transit Department, and the Municipal Services and Operations Department recommended allocations for various homeowner housing rehabilitation programs, Parks, transit, and infrastructure projects. Funding for 2021 was sufficient to recommend fully funding agency Non-Public Service projects. The City Commission was the ultimate decision body for final funding allocations that are submitted to HUD with this plan.

**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

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

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

### **1. Introduction**

The following information is comprised of the agencies that have served on committees, provided direct input or provided input via other means, CDBG, HOME, Lawrence Housing Trust Fund, 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(l))**

Lawrence has always had a very strong sense of agency collaboration, and this was only enhanced in the wake of the pandemic. The Unified Command structure to disaster response allowed for stakeholders to have conversations and planning efforts that brought a new configuration to working as one. This structure brought together the City, the County, the Lawrence-Douglas County Health Department, LMH Health, the Chamber of Commerce, the University of Kansas, and Lawrence Public Schools. Determining needs and responses to the pandemic led to strong collaborations between agencies on projects both in the present and for future needs.

The branches of the Unified Command met every two weeks throughout most of the 2020 program year, and these branches brought another layer of agencies and providers together for the same planning process. Within these branch meetings, coordination efforts were undertaken by the above agencies and in addition, the Bert Nash Community Mental Health Center, the Lawrence-Douglas County Housing Authority, the faith-based community, housing assistance providers, and others.

An influx of Emergency Solutions Grant CARES funding also brought strong coordination in the form of the Coordinated Entry process. The City joined the Statewide Homeless Coalition, the Lawrence-Douglas County Continuum of Care regional team, service providers, housing providers, and community housing navigators in twice-monthly meetings that worked toward housing the community’s most vulnerable population.

The City’s Affordable Housing Trust Fund was part of a larger coordinated effort to bring more mental health services and permanent supportive housing to the city. The Bert Nash Community Mental Health Center’s Transitions Housing program will provide up to 12 months of transitional supportive housing for households experiencing a Severe Mental Illness, extreme or no income, a Substance Use Disorder, and extreme housing insecurity. Facilities will be staffed 24/7 with mental health trained professionals, and participants will receive intensive services to achieve recovery, address barriers, learn skills for



independent living, obtain benefits and resources, and transition into independent, community based living. Transitions will also include two residential crisis stabilization beds that provide crisis stabilization services for persons experiencing a crisis, but who do not need an involuntary or inpatient psychiatric service (Bert Nash Community Mental Health Center, 2020 Affordable Housing Advisory Board Annual Report).

**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/Douglas County is its own region within the CoC. Previously, Danelle Walters, Community Development Manager in the Community Development Division 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 monthly basis and there are reports heard from each region including Lawrence/Douglas County. In addition, Lawrence/Douglas County is active in the Coordinated Entry process.

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. In the 2020 ESG program year, the City received \$382,054 in funding which will fund three agencies, the Willow Domestic Violence Center

(Emergency Shelter Operations), Lawrence Community Shelter (Street Outreach Programming, Emergency Shelter Operations, and Rapid Re-Housing Programming) and Catholic Charities of Northeast Kansas - Lawrence (Homeless Prevention Programming and Rapid Re-Housing Programming). Additional funding was received for Homeless Management Information System (HMIS) programming and Administrative funding.

The City received \$1,177,092 in ESG-CV Round One funding which funded four agencies, Lawrence Community Shelter (Emergency Shelter Operations), Bert Nash Community Mental Health Center (Rapid Re-Housing Programming), Catholic Charities of NE Kansas (Homeless Prevention) and Willow Domestic Violence Center (Emergency Shelter Operations). In addition, the city was awarded funding for operations of a sanctioned homeless campsite, as well as for emergency winter shelter operations in the EconoLodge hotel.

The City received \$915,480 in ESG-CV Round Two funding which will fund four agencies, Lawrence Community Shelter (Emergency Shelter Operations and Rapid Re-Housing Programming), Bert Nash Community Mental Health Center (Rapid Re-Housing Programming), Lawrence Douglas-County Housing Authority (Landlord Liaison Project and Landlord Risk Reduction Fund), and the United Way of Douglas County - Housing Stabilization Collaborative (Homeless Prevention Programming).

The City facilitates training, provides agency feedback to the vendor, and in addition staff has also attended the HMIS training.

**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>	City of 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>	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>	Lawrence/Douglas County has its own regional planning group for the CoC. Coordinated Entry is conducted every other week with partner agencies in attendance. City of Lawrence has a seat on the CoC Steering Committee.
3	<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.
4	<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>	Lead agency in CoC regional activities, coordinated entry, transitional housing consultation, Point-In-Time data collection. Participant in creating and implementation of Community Housing Vision. ESG –CV recipient. Provides input on unsheltered homeless and homeless needs gap analysis. Rapid Re-Housing agency, Built for Zero participant.
5	<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.

6	<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 housing counseling services for local projects. Provides analysis of needs within grant application.
7	<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
	<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 accessibility improvements for disabled renters and owner-occupants. Provides demographics and input to staff regarding their clientele. Participant in Community Health Plan regarding Housing needs.
8	<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 Consultation
	<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.

9	<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>	Housing Need Assessment 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. Coordinated Entry participant. Built for Zero participant. Meets regularly with CDD staff regarding needs analysis and recommendations. ESG funded agency.
10	<b>Agency/Group/Organization</b>	Lawrence Douglas County 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. Active participant in Coordinated Entry and Health and Human services Unified Command branches. Very active in community partnerships, LIHTC projects, and is also a CoC funded-agency with a PSH program. Active participant in AHAB.

11	<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. Major partner in Housing Stabilization Collaborative for Homeless Prevention activities.
12	<b>Agency/Group/Organization</b>	DOUGLAS COUNTY
	<b>Agency/Group/Organization Type</b>	Other government - County
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Public Housing Needs Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Strategy 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>	Partner to City on Homeless strategies, leads Built for Zero effort, coordination of agency funding, collaboration on pandemic response.

13	<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.
14	<b>Agency/Group/Organization</b>	City of Lawrence MSO
	<b>Agency/Group/Organization Type</b>	Other government - Local Grantee Department
	<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>	Completed inventory of city sidewalk conditions and created a sidewalk gap program to address the needs of walkability in CDBG-eligible 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.
15	<b>Agency/Group/Organization</b>	Neighborhood Groups/Associations
	<b>Agency/Group/Organization Type</b>	Neighborhood Associations Neighborhood Organization
	<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 have historically received CDBG operating and communication funding. Currently four neighborhoods are active with the CDBG program: Brook Creek, Pinckney, East Lawrence, and Schwegler. The associations provide detailed neighborhood assessments of services, condition, and needs in application. Work directly with Planning with zoning requests and with the Municipal Services and Operations department on neighborhood capital improvement projects.
16	<b>Agency/Group/Organization</b>	Lawrence Police Department
	<b>Agency/Group/Organization Type</b>	Other government - Local Grantee Department
	<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.
17	<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.

18	<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. Major partner in Housing Stabilization Collaborative.
19	<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.
20	<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.
21	<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.
22	<b>Agency/Group/Organization</b>	Local Broadband Providers
	<b>Agency/Group/Organization Type</b>	Services - Broadband Internet Service Providers Services - Narrowing the Digital Divide
	<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.
23	<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.
24	<b>Agency/Group/Organization</b>	BALLARD COMMUNITY CENTER
	<b>Agency/Group/Organization Type</b>	Services-homeless
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment 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 recipient - Homeless Prevention services. Active community collaborator in arena of homelessness and homeless strategy.
25	<b>Agency/Group/Organization</b>	Lawrence Douglas County Public Health
	<b>Agency/Group/Organization Type</b>	Services-Health Health Agency
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homelessness Strategy Lead-based Paint 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>	Major partner in pandemic response, collaborator for CDBG-CV round three funds, partner in the Community Health Plan Affordable housing planning activities.

26	<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.
27	<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. Partner on City Strategic Plan Key initiatives and outcomes.

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

The vast majority of service providers and agencies in Lawrence 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 purposely left off of communication efforts or meeting invitations. The City of Lawrence works very hard to ensure strong and positive community collaboration. If any groups are identified as not being consulted in some form the City will engage that group going forward in planning processes.

### 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.
Plan 2040	Lawrence/Douglas County Metropolitan Planning Commission	Development, HOME included, abides by the City's Land Use Plan, including but not limited to building codes and zoning requirements.
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 AHAB 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 2040	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

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 - For Public Comment

## ***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 April of 2020. 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 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. 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 Annual Action Plan and Investment Summary were made available for review on April 9, 2021. The plan was available on the City's website, [https://lawrenceks.org/pds/reports\\_plans](https://lawrenceks.org/pds/reports_plans). The first public hearing was held April 20, 2021, and the second public hearing will be held on or around September 13, 2021. The public notice for the hearing was published in the April 15, 2021 Lawrence Journal-World, and the 30-day public comment period began April 20, 2021. The public hearings are both held via Zoom with an in-person option 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.

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As part of the city's 2018 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. In addition, the City conducted two surveys regarding neighborhood needs and public service activities and gathered public input for use in this plan.

### 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	Meeting available in person and on Zoom. Written comment accepted. City's meeting notice and agenda was released April 15, 2021, Public Notice was published on April 13, 2021.	Public Comments are attached to this Plan.	There were no comments not accepted.	<a href="http://www.lawrenceks.org">www.lawrenceks.org</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 Residents of Public and Assisted Housing	NA	Public Comments are attached to this Plan.	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	Public Comments are attached to this Plan.	There were no comments not accepted.	

**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. 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 to change with availability of funding.

The City of Lawrence annually funds a portion of the budget of four agencies (Ballard Community Center, Lawrence Community Shelter, Housing and Credit Counseling, and the Willow Domestic Violence Center) that are also eligible for CDBG activities, usually at 1% to 4% of the agency budget. Additionally, the City of Lawrence funded a portion of the budget for seven non-profit agencies (Children’s Advocacy Center of Douglas County, Sexual Trauma & Abuse Care Center, Douglas County CASA, Just Food of Douglas County, Boys and Girls Club of Lawrence, Heartland Community Health Center, and VanGo Mobile Arts) that do not typically receive CDBG funding, 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.

**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	790,114	50,000	250,000	1,090,114	750,000	The City will continue to derive strategy and priorities for housing and community development through the Consolidated Plan, the City Commission's Strategic plan, and 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	453,326	15,000	0	468,326	400,000	The City will continue to derive strategy and priorities for housing and community development through the Consolidated Plan, the City Commission Strategic Plan, and 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**

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.

In 2020 the ESG funding was primarily CARES Act-related aid. The City was awarded \$1,177,092 to fund four agencies: Lawrence Community Shelter and Willow Domestic Violence Center (Shelter Operations), Catholic Charities of NE Kansas (Homeless Prevention), and Bert Nash Community Mental Health Center (Rapid Re-Housing). Additionally there are supports for a sanctioned homeless campsite (Street outreach) and a winter temporary shelter at the EconoLodge hotel in Lawrence (Emergency Shelter). There were also supports for the Homeless Management Information System (HMIS), and administration in ESG-CV Round One.

The City received \$915,480 in ESG-CV Round Two funding which will fund four agencies, Lawrence Community Shelter (Emergency Shelter Operations and Rapid Re-Housing Programming), Bert Nash Community Mental Health Center (Rapid Re-Housing Programming), Lawrence Douglas-County Housing Authority (Landlord Liaison Project and Landlord Risk Reduction Fund), and the United Way of Douglas County - Housing Stabilization Collaborative (Homeless Prevention Programming).

For the 2020 ESG program year funds were awarded to The City in the amount of \$382,054 which will fund three agencies, the Willow Domestic Violence Center (Emergency Shelter Operations), Lawrence Community Shelter (Street Outreach Programming, Emergency Shelter Operations, and Rapid Re-Housing Programming) and Catholic Charities of Northeast Kansas - Lawrence (Homeless Prevention Programming and Rapid Re-Housing Programming). Additional funding was received for Homeless Management Information System (HMIS) programming and Administrative funding.

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

NA

### **Discussion**

The City of Lawrence Housing Trust will also be a highly utilized form of Affordable Housing investment in the community. The City's Affordable 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 is estimated to allow for around \$1,300,000 annually 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 (AHAB), who makes funding recommendations for the HOME funding also makes the recommendations to the City Commission for Affordable Housing Trust project funding.

- In February 2020, the AHAB voted to recommend that the City Commission fund the Penn Street Lofts project. The City Commission received the recommendation, and awarded the project \$550,000 from the Affordable Housing Trust Fund. The project is currently under construction, and will include 47 residential rental units, all designated as affordable housing through the federal Low-Income Housing Tax Credit (LIHTC) program, seven market rate live/work rental units, and over 4,500 square feet of commercial and retail space.
- In June 2020, the AHAB received an emergency request for funding from the Lawrence-Douglas County Housing Authority for the Project Able Permanent Supportive Housing program. The AHAB voted to recommend that the City Commission fund the emergency request. The City Commission received the recommendation and awarded the program \$53,000 from the Affordable Housing Trust Fund. The program will provide rental assistance to help keep 14 extremely low-income families housed.
- In August 2020, the AHAB reviewed and provided recommendation to the Planning Commission on Text Amendment TA-20-00002: Consider a text amendment to the Land Development Code to help reduce the cost of housing by 5% in the City of Lawrence.

## 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: \$150,000	Homeowner Housing Rehabilitated: 2 Household Housing Unit



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: \$84,996	Direct Financial Assistance to Homebuyers: 4 Households Assisted
3	Emergency and Furnace Loans	2018	2022	Affordable Housing	City of Lawrence	Improved quality of owner housing.	CDBG: \$85,000	Homeowner Housing Rehabilitated: 15 Household Housing Unit

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Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
4	Tenant-Based Rental Assistance	2018	2022	Affordable Housing Public Housing Homeless		Availability of affordable rental units. 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: \$250,000	Tenant-based rental assistance / Rapid Rehousing: 20 Households Assisted
5	Property Acquisition/New Construction	2018	2022	Affordable Housing	City of Lawrence	Availability of affordable owner housing. AFH: Location and type of Affordable Housing	HOME: \$87,998	Homeowner Housing Added: 1 Household Housing Unit
6	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: \$60,000	Homeowner Housing Rehabilitated: 4 Household Housing Unit

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Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
7	Homeless/HIV/AIDS Services	2018	2022	Homeless Non-Homeless Special Needs	City of Lawrence	Homelessness prevention services. Housing for the homeless. Public Services for LMI persons.	CDBG: \$54,961	Tenant-based rental assistance / Rapid Rehousing: 30 Households Assisted Homeless Person Overnight Shelter: 180 Persons Assisted
8	Infrastructure	2018	2022	Non-Housing Community Development	City of Lawrence	Quality/quantity/access of public improvements.	CDBG: \$405,849	
9	Public Services	2018	2022	Non-Homeless Special Needs	City of Lawrence	Homelessness prevention services. Public Services for LMI persons.	CDBG: \$62,540	Public service activities for Low/Moderate Income Housing Benefit: 235 Households Assisted
10	Non-public service	2018	2022	Non-Housing Community Development	City of Lawrence	Quality/quantity/access of public improvements.	CDBG: \$113,742	Rental units rehabilitated: 9 Household Housing Unit

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11	Administration	2018	2022	Administration	City of Lawrence	Availability of affordable owner housing. Availability of affordable rental units. Homelessness prevention services. Housing for the homeless. Improved quality of owner housing. Public Services for LMI persons. Quality/quantity/access of public improvements. Supportive services for those with HIV/AIDS. 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	CDBG: \$158,022 HOME: \$45,332	Other: 1 Other
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Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
						AFH: Displacement of residents - to econ. pressure		
12	AFH: Increase Affordable Housing Options	2018	2022	Affordable Housing	City of Lawrence	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	CDBG: \$0 HOME: \$0	

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Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
13	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>	CDBG: \$0 HOME: \$0	
14	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>	CDBG: \$0 HOME: \$0	

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Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
15	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	CDBG: \$0 HOME: \$0	
17	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	CDBG: \$0 HOME: \$0	

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 Activity Delivery charges for various CDBG and HOME programming.

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>	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. Includes Activity Delivery.
4	<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.
5	<b>Goal Name</b>	Property Acquisition/New Construction
	<b>Goal Description</b>	Financial assistance to agencies like Habitat for Humanity to build affordable housing. Includes CHDO reserve (\$67,998) Includes CHDO Operating of \$20,000
6	<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. Includes Activity Delivery and pilot of a new comprehensive weatherization program.

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7	<b>Goal Name</b>	Homeless/HIV/AIDS Services
	<b>Goal Description</b>	Lawrence Community Shelter provides 24/7 temporary emergency shelter and services to persons and families experiencing homelessness. This includes shelter, a bed, storage space, meals, showers, laundry facilities, access to phone and internet, basic first aid supplies, and medications (for guests in case management). This allocation will fund the "Stabilization Services
8	<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, parks, and walking paths.
9	<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. 2021 Sub-recipients include Catholic Charities of NE KS (\$15,000), Housing and Credit Counseling (\$10,540), Ballard Community Center (\$23,000), Success by 6 Coalition of Douglas County (\$14,000)
10	<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. Includes Activity Delivery Charges
11	<b>Goal Name</b>	Administration
	<b>Goal Description</b>	Administration of the CDBG and HOME programs. Activity Delivery will be applied to the various programs and activities and is not reflected in this line item.

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12	<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.
13	<b>Goal Name</b>	AFH: Explore Additional. 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
14	<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
15	<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.
17	<b>Goal Name</b>	AFH: Expand housing choice and access to opportunity
	<b>Goal Description</b>	

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## Projects

### **AP-35 Projects – 91.220(d)**

#### **Introduction**

One citizen advisory board, the Affordable Housing Advisory Board (AHAB) recommended allocations for the HOME funding. A city staff group of comprised of representatives from the Community Development Department (2), the Finance Department (1), and the City Manager’s Office (1) provided recommendations for the CDBG Public Service Funding. Representatives from the Community Development Division and the Municipal Services and Operations Department recommended allocations for various homeowner housing rehabilitation programs and infrastructure projects. Funding for 2021 was sufficient to recommend fully funding agency Non-Public Service projects. The City Commission was the ultimate decision body for final funding allocations that are submitted to HUD with this plan.

#### **Projects**

#	Project Name
1	Comprehensive Housing Rehabilitation
2	First Time Homebuyer
3	Emergency Loan/Furnace Loan
4	Tenant-Based Rental Assistance
5	Property Acquisition/New Construction
6	Energy Efficiency/Weatherization
7	Homeless Sheltering/Case Management
8	Infrastructure
9	Public Services
10	Non-Public Service
11	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, the City Commission Key Priorities and Outcomes, and the Consolidated Plan Priority Needs. Housing, housing services, and community development are the focus of the Step Up to Better housing strategy, which is divided into five areas: emergency shelter, transitional housing, permanent/permanent supportive housing, revitalized neighborhoods, and community facilities. 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 four of the current Capital Improvement Plan which has allocated around \$350,000 per year to affordable housing activities through the Affordable Housing Trust Fund, and the City recently had a sales tax passed by voters to repurpose .05% sales tax to affordable housing activities. This began in April of 2019.

DRAFT - For Public Comment

## AP-38 Project Summary

### Project Summary Information

Project Summary Information					
#	Project	Goals Supported	Geographic Areas	Needs Addressed	Funding
1	<b>Comprehensive Housing Rehabilitation</b>	Comprehensive Housing Rehabilitation	City of Lawrence - Local Target area	<ul style="list-style-type: none"> <li>Improved quality of owner housing.</li> </ul>	CDBG : \$150,000
	<i>Description</i>	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 Activity Delivery charges.			
	<i>Target Date for Completion</i>	07/31/2022			
	<i>Estimate the number and type of families that will benefit from the proposed activities</i>	It is estimated that the Comprehensive Rehabilitation Program will assist two homeowners with rehabilitation needs in the 2021 program year, and in addition this funding category includes Activity Delivery funding that will be applied to CDD delivery of programs under CDBG.			
	<i>Location Description</i>	Locations will be within the City of Lawrence, and specific locations will be determined by an application process.			
	<i>Planned Activities</i>	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.			
2	<b>First Time Homebuyer Assistance</b>	First Time Homebuyer Assistance	City of Lawrence - Local Target area	<ul style="list-style-type: none"> <li>Availability of affordable owner housing.</li> <li>AFH: Location and type of Affordable Housing</li> <li>AFH: Availability of AH units in a range of sizes</li> <li>AFH: Lack affordable, accessible housing - range of sizes</li> <li>AFH: Loss of Affordable Housing</li> </ul>	HOME : \$84,996
	<i>Description</i>	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. It is anticipated that this program will assist four homebuyers in the 2021 Program Year.			

	<i>Target Date for Completion</i>	07/31/2022		
	<i>Estimate the number and type of families that will benefit from the proposed activities</i>	It is estimated that the program will be able to serve up to four low-income households with First time Homebuyer assistance.		
	<i>Location Description</i>	Locations to be determined by applications received during the 2021 Program Year.		
	<i>Planned Activities</i>	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. It is anticipated that this program will assist four homebuyers in the 2021 Program Year.		
	<b>Emergency and Furnace Loans - Minor Home Repair</b>	Emergency and Furnace Loans	City of Lawrence - Local Target area	<ul style="list-style-type: none"> <li>Improved quality of owner housing.</li> </ul> CDBG : \$85,000
	<i>Description</i>	The emergency and furnace loan programs provide up to \$5,000 for owner-occupants to make emergency repairs and to replace failing furnaces. It is anticipated that the 2021 program year will see up to 15 households taking part in the loan programs.		
	<i>Target Date for Completion</i>	07/31/2022		
3	<i>Estimate the number and type of families that will benefit from the proposed activities</i>	It is estimated that up to 15 low-income households will benefit from this program in the 2021 program year.		
	<i>Location Description</i>	Locations will be in the City of Lawrence and are selected based in an application process during the program year.		
	<i>Planned Activities</i>	The emergency and furnace loan programs provide up to \$5,000 for owner-occupants to make emergency repairs and to replace failing furnaces. This also includes an allotment for Activity Delivery of the program.		
	<b>Tenant-Based Rental Assistance</b>	Tenant-Based Rental Assistance	City of Lawrence - Local Target area	<ul style="list-style-type: none"> <li>Availability of affordable rental units.</li> <li>Housing for the homeless.</li> </ul> HOME : \$250,000
	<i>Description</i>	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.		
	<i>Target Date for Completion</i>	07/31/2022		
4	<i>Estimate the number and type of families that will benefit from the proposed activities</i>	It is estimated that 20 households will benefit from the 2021 TBRA allocation. This program has a homeless focus so first priority is given to homeless households		

<i>Location Description</i>	This project is for scattered site housing within the city limits of Lawrence. Locations will depend on where the voucher holders are able to find units.			
<i>Planned Activities</i>	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>Property Acquisition/New Construction</b>	Property Acquisition/New Construction	City of Lawrence - Local Target area	<ul style="list-style-type: none"> <li>• Availability of affordable owner housing.</li> <li>• Improved quality of owner housing.</li> <li>• AFH: Location and type of Affordable Housing</li> <li>• AFH: Lack affordable, accessible housing - range of sizes</li> </ul>	HOME : \$87,998
<i>Description</i>	Financial assistance to agencies to build affordable housing. Includes CHDO set-aside. It is anticipated that one household will benefit from new construction of affordable housing. Includes CHDO Operating.			
<i>Target Date for Completion</i>	07/31/2022			
5 <i>Estimate the number and type of families that will benefit from the proposed activities</i>	It is estimated that one low-income household will benefit from the project in the 2021 program year.			
<i>Location Description</i>	Location to be determined upon program year work plan for CHDO. Location will be within the City of Lawrence. The household will have gone through the appropriate homebuyer counseling program as required.			
<i>Planned Activities</i>	CHDO Operating - Tenants to Homeowners, 2518 Ridge Court, #103 CHDO Set Aside - Tenants to Homeowners (\$67,998) address TBD. CHDO Operating - Tenants to Homeowners (\$20,000).			
<b>Energy Improvements - Weatherization</b>	Energy Improvements - Weatherization	City of Lawrence - Local Target area	<ul style="list-style-type: none"> <li>• Improved quality of owner housing.</li> </ul>	CDBG : \$60,000
6 <i>Description</i>	In the past, 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. In 2021, this program will be rebuilt to include a greater level of effectiveness in the projects, including a more comprehensive energy efficiency outcome, an energy audit, and other activities to look at the project unit as a whole and not based on a few pieces. Includes Activity Delivery.			
<i>Target Date for Completion</i>	07/31/2022			

	<i>Estimate the number and type of families that will benefit from the proposed activities</i>	It is estimated that four low-income households will be assisted with measureable Energy Efficiency improvements.		
	<i>Location Description</i>	Locations within the City of Lawrence will be determined upon project creation and application process.		
	<i>Planned Activities</i>	In 2021, this program will be rebuilt to include a greater level of effectiveness in the projects, including a more comprehensive energy efficiency outcome, an energy audit, and other activities to look at the project unit as a whole and not based on a few pieces. Includes Activity Delivery.		
	<b>Homeless Shelter Services/Case Management</b>	Homeless/HIV/AIDS Services	City of Lawrence - Local Target area	<ul style="list-style-type: none"> <li>Housing for the homeless.</li> </ul> CDBG : \$54,961
	<i>Description</i>	Lawrence Community Shelter provides 24/7 temporary emergency shelter and services to persons and families experiencing homelessness. This includes shelter, a bed, storage space, meals, showers, laundry facilities, access to phone and internet, basic first aid supplies, and medications (for guests in case management). This allocation will fund the Stabilization Services for Shelter Guests Program. Lawrence Community Shelter will provide temporary emergency shelter and/or services to persons and families experiencing homelessness. Eligible expenses include labor, supplies, materials and the cost of operating and maintaining that portion of a facility in which the service is located. Such activities are eligible as a Public Service under 24 CFR 570.201(e).		
	<i>Target Date for Completion</i>	07/31/2022		
7	<i>Estimate the number and type of families that will benefit from the proposed activities</i>	The goal of the project is to assist in connecting approximately 150 individuals experiencing homelessness to permanent housing opportunities.		
	<i>Location Description</i>	Lawrence Community Shelter - 3655 E 25th Street, Lawrence, KS 66046		
	<i>Planned Activities</i>	Provide support for more effective and efficient transitions from emergency shelter to permanent housing for guests of the Lawrence Community Shelter. Lawrence Community Shelter is requesting CDBG funding for 1 FTE Stabilization Team Manager and .2 FTE Director of Programs position. This team will be in charge of triaging guests for their barriers to housing and providing housing navigation services. This will include crafting relationships with local landlords, identifying opportunities in the community for affordable permanent housing, and administering funds available for moving people into housing, including security deposit assistance, Rapid Re-Housing funds, ID and utility assistance.		
8	<b>Infrastructure</b>	Infrastructure	City of Lawrence - Local Target area	<ul style="list-style-type: none"> <li>Neighborhood improvement and stability.</li> <li>Quality/quantity/access of public improvements.</li> </ul> CDBG : \$405,849
	<i>Description</i>	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.		
<i>Target Date for Completion</i>	07/31/2022		
<i>Estimate the number and type of families that will benefit from the proposed activities</i>	This will be determined when the exact locations are decided. The estimated amount of low-mod income population will be based on the census tract and block group.		
<i>Location Description</i>	To be determined within low-moderate eligible areas in the City of Lawrence.		
<i>Planned Activities</i>	City of Lawrence Municipal Services and Operations Department – sidewalk gap program in low/moderate CDBG-eligible areas.  City of Lawrence Parks and Recreation - replacement/development of parks and trails infrastructure.		
<b>Public Services</b>	Public Services	City of Lawrence - Local Target area	<ul style="list-style-type: none"> <li>Public Services for LMI persons.</li> </ul> CDBG : \$62,540
<i>Description</i>	Improved access to services for LMI persons. Agency assistance will include direct emergency financial assistance services to individuals and families, credit counseling, budget coaching, case management, and referral services, as well as other related public services.		
<i>Target Date for Completion</i>	07/31/2022		
<i>Estimate the number and type of families that will benefit from the proposed activities</i>	The agencies estimate that the proposed funding will assist:  Catholic Charities - 30 Households  HCCI - 65 Households  Success by 6 - 40 Households  Ballard Community Services - 100 Households		
<i>Location Description</i>	Catholic Charities of NE Kansas - 1525 W 6th Street  Housing and Credit Counseling - 2518 Ridge Court #208  Success by 6 - 1900 Delaware Street  Ballard Community Services - 708 Elm Street		
<i>Planned Activities</i>	Catholic Charities (\$15,000) - 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		

	<p>and directly to address the emergency needs, 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 (\$14,000) – Keep Infants and Toddlers Housed program. Success by 6 will combining CDBG funds for emergency rent and utility assistance with home visiting, case management, and other paid leave to prevent insecurely housed families who are pregnant or parenting infants and toddlers from becoming homeless.</p> <p>Ballard Community Center (\$23,000) - The Family Stabilization Program partners with families to assist them in achieving stability and self-sufficiency by offering a variety of services. Payment of rent and utilities with emergency service funds stabilizes the family's situation and keeps them housed.</p>			
<p><b>Non-Public Service</b></p> <p><i>Description</i></p> <p><i>Target Date for Completion</i></p> <p><i>Estimate the number and type of families that will benefit from the proposed activities</i></p> <p><i>Location Description</i></p> <p><i>Planned Activities</i></p>	<p>Non-public service</p> <p>Assistance to public service agencies for capital improvement type activities. Agencies all serve eligible LMI clientele.</p> <p>07/31/2022</p> <p>There will be nine group homes benefiting and 42 residents of those homes. All clients in the program are 100% qualified for Medicaid and are disabled.</p> <p>Nine group home sites within the City of Lawrence.</p> <p>The improvement of GoodLife's residential intensive care facilities that provide affordable housing to LMI individuals with disabilities in Lawrence. By ensuring the homes have energy efficient windows, the proposed project mitigates the risk of exposure, unexpected displacement (which can be extremely disruptive to individuals with severe or multiple disabilities), and significantly reduces utility costs for income-qualified residents served by GoodLife.</p>	<p>City of Lawrence - Local Target area</p>	<ul style="list-style-type: none"> <li>• Quality/quantity/access of public improvements.</li> </ul>	<p>CDBG : \$113,742</p>
<p><b>Administration</b></p>	<p>Administration</p>	<p>City of Lawrence - Local Target area</p>	<ul style="list-style-type: none"> <li>• Accessibility of affordable rental housing.</li> <li>• Availability of affordable owner housing.</li> <li>• Availability of affordable rental units.</li> <li>• Homelessness prevention services.</li> <li>• Housing for the homeless.</li> <li>• Improved quality of owner housing.</li> </ul>	<p>CDBG : \$158,022 HOME : \$45,332</p>

			<ul style="list-style-type: none"> <li>• Neighborhood improvement and stability.</li> <li>• Public Services for LMI persons.</li> <li>• Quality/quantity/access of public improvements.</li> <li>• Supportive services for those with HIV/AIDS.</li> <li>• AFH: Lack of Resources - FH agencies and orgs</li> <li>• AFH: Location and type of Affordable Housing</li> <li>• AFH: Availability of AH units in a range of sizes</li> <li>• AFH: Lack affordable, accessible housing - range of sizes</li> <li>• AFH: Loss of Affordable Housing</li> <li>• AFH: Source of income discrimination</li> <li>• AFH: Lack of access due to high housing costs</li> <li>• AFH: Displacement of residents - to econ. pressure</li> </ul>	
<i>Description</i>	Administration of CDBG and HOME for CDD staff, CHDO operating for CHDO is listed under its own category.			
<i>Target Date for Completion</i>	07/31/2022			
<i>Estimate the number and type of families that will benefit from the proposed activities</i>	Administration Only			
<i>Location Description</i>	City of Lawrence Community Development Division - PO Box 708, Lawrence KS			
<i>Planned Activities</i>	Administration of HOME and CDBG programs. Affordable Housing activities, Homelessness activities.			

### **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.

The Affordable Housing Advisory Board’s Mission Statement is “The mission of the Affordable Housing Advisory Board is to make recommendations to the City Commission on ways everyone in Lawrence has access to safe, quality, affordable housing and supportive services necessary to maintain independent living with dignity.” Some items of note for the AHAB’s performance and use of the Affordable Housing Trust Fund, CDBG, and HOME funds at the City over the last several years:

- 103 rental units have been funded from the Housing Trust Fund, with 56 units completed to date.
- 21 new construction ownership units have been funded from the Housing Trust Fund and HOME funds, with 11 units completed and sold to date. An additional 21 households have received down payment and/or closing cost assistance funded with HOME funds.
- 29 renter and homeowner units have been funded from CDBG and the Housing Trust Fund for accessibility modifications and improvements.
- 138 units have been funded with TBRA and TBRA-related activities from HOME funds and the Housing Trust Fund.
- 133 homeowner units have had improvement made funded from CDBG funds and the Housing Trust Fund.

One Year Goals for the Number of Households to be Supported	
Homeless	180
Non-Homeless	235
Special-Needs	0
Total	415

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

<b>One Year Goals for the Number of Households Supported Through</b>	
Rental Assistance	20
The Production of New Units	1
Rehab of Existing Units	21
Acquisition of Existing Units	0
Total	42

**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 3-4 homeowners will buy their first home during the 2021 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 2021 Action Plan Year, one home will be developed by the City's CHDO. 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), Weatherization (4), and Emergency and Furnace Loans (15)

The City does not anticipate acquisition in 2021 program year.

## **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 and other voucher programs, 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 through federally and locally funded housing initiatives.

### **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 2002, 101 LDCHA residents have purchased homes and voluntarily ended their participation in low income housing assistance programs. The LDCHA has distributed \$171,129.28 in savings matching grants to 101 homeowners since 2002.

In 2020, two families served through the Resident Services Office Home Ownership Program purchased homes. One family was a former public housing tenant and one family was from the Section 8 housing voucher program. Both of these households participated in the MTW program and benefited from the savings matching grant program. The LDCHA recently reached an important milestone by assisting their 100th homeowner in January of 2020.

**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.



## ***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 2020 Point in Time homeless count is still the most recent full homeless count. It was conducted on January 22, 2020 and it provided a number of 408 individuals who were literally homeless, including those in emergency shelter (148), transitional housing (185), or in unsheltered situations (75). 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 14th 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 2021, 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 2021 program year, funding will remain intact for the Homeless Outreach Team, based out of the Bert Nash Mental Health Center, 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, Willow Domestic Violence Center, 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 Management Information 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.

Lawrence/Douglas County has a coordinated entry team led by staff from the Bert Nash Mental Health Center that works with agencies in the community to reach out to, assist, and help place those who are experiencing homelessness and to help find them case management and housing options. The VI-SPDAT (Vulnerability Index – Service Prioritization Decision Assistance) is used to determine the risk factors and helps to prioritize those who need housing and shelter assistance.

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

2021 CDBG – Lawrence Community Shelter (Shelter Operations) - \$54,960.94

2020 CDBG-CV – Lawrence Community Shelter (Healthy Shelter Improvements) - \$446,184

2021 HOME – Lawrence/Douglas County (TBRA Program) - \$250,000

The Lawrence Community Shelter typically has a capacity of 125 (140 in cold weather), though this number has gone down significantly decreased in the wake of the pandemic. They have a separate family area and workforce programs on site, along with a 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.

In the community, other non-CDBG/HOME funded agencies, such as Family Promise of Lawrence and Willow Domestic Violence Center, also work to assist those in emergency shelters.

**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.**

CDBG 2021 – Catholic Charities of NE Kansas (Lawrence Family Support Center Assistance Fund) - \$15,000

CDBG 2021 – Housing and Credit Counseling Inc. (Housing and Consumer Credit Counseling for Lawrence

Households Earning Lower Incomes) - \$10,540

CDBG 2021 – Success By 6 (Keep Infants and Toddlers Housed Program) - \$14,000

CDBG 2021 – Ballard Community Center - \$23,000

Overall, there are several programs in the Lawrence community that work with families to try to avoid homelessness. There are rental assistance, utility assistance, and landlord-tenant relations programs. There is a firm commitment to keeping people housed in the community. Many agencies have Memorandums of Understanding which run through a series of providers so 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 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**

CDBG 2021 – Catholic Charities of NE Kansas (Lawrence Family Support Center Assistance Fund) - \$15,000

CDBG 2021 – Housing and Credit Counseling Inc. (Housing and Consumer Credit Counseling for Lawrence Households Earning Lower Incomes) - \$10,540

CDBG 2021 – Success By 6 (Keep Infants and Toddlers Housed Program) - \$14,000

CDBG 2021 – Ballard Community Center - \$23,000

Overall, there are several programs in the Lawrence community that work with families to try to avoid homelessness. There are rental assistance, utility assistance, and landlord-tenant relations programs. There is a firm commitment to keeping people housed in the community. Many agencies have Memorandums of Understanding which run through a series of providers so 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 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.

## ***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 2018 International Codes (Building, Residential, Fire, Energy, Mechanical, Plumbing and Fuel Gas) and the 2017 National Electrical Code. The 2018 International Property Maintenance Code that has been adopted as the minimum housing code is similar to the requirements of HUD's Housing Quality Standards. The minimum housing code 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, 2021 through July 31, 2022. 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 derive strategy and priorities for housing and community development through the City Commission Strategic Plan Outcome Areas and the Step Up to Better Housing strategy. The Strategy was developed cooperatively with public and private agencies and community groups. Consolidated Plan goals, housing, housing services, and community development are the focus of the strategy, which is divided into five areas: emergency/temporary housing, transitional housing, permanent/permanent supportive housing, revitalized neighborhoods, and community facilities. 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 four of the current Capital Improvement Plan which has allocated around \$350,000 per year to affordable housing activities through the Affordable Housing Trust Fund, and the City recently had a sales tax passed by voters to repurpose .05% sales tax to affordable housing activities. This began in April of 2019, with collections starting in June of 2019.

### **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.

LCHT homes in the program stay permanently affordable. In addition, Habitat for Humanity has begun to insert permanent affordability provisions in their HOME-funded projects.

### **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 two 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 in combination with 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, The Housing Vision developed by the former Community Commission on Homeless, and the City Commission Strategic Plan Outcome Areas 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 Affordable Housing Advisory Board and city staff. 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. Habitat for Humanity will also be involved in providing HOME-funded homebuyer units. 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.

The Lawrence Housing Trust Fund serves as another strong coordinated effort for public/private coordination in housing. Agencies have trended towards collaborative projects that include housing, case

management, and supportive services. The 2020 AHAB Annual Report is attached to this document.

**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(l)(1,2,4)*

#### Introduction:

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. One citizen advisory board, the Affordable Housing Advisory Board (AHAB) contributed by discussing and recommending allocations for the HOME funding. A city staff group of comprised of representatives from the Community Development Department (2), the Finance Department (1), and the City Manager's Office (1) provided recommendations for the CDBG Public Service Funding. Representatives from the Community Development Division, the Parks and Recreation Department, the Transit Department, and the Municipal Services and Operations Department recommended allocations for various homeowner housing rehabilitation programs, Parks, transit, and infrastructure projects. Funding for 2021 was sufficient to recommend fully funding agency Non-Public Service projects. The City Commission was the ultimate decision body for final funding allocations that are submitted to HUD with this plan.

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

##### Reference 24 CFR 91.220(l)(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
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Annual Action Plan  
2021

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(I)(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 the HOME agreement is protected with a deed restriction 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.

Additional Resources for the 2021 City of Lawrence Annual Action Plan of the 2018-2022 Consolidated Plan:

1. Citizen Participation Plan (Revised April, 2020)
2. Step Up to Better Housing Strategy (Updated 2010)
3. City Commission Strategic Plan Critical Success Factors (2020)
4. Consolidated Plan Goals (2018-2022)
5. Affordable Housing Advisory Board Annual Report (2020)
6. Housing Vision Chart (Updated October 2009)
7. Continuum of Care local model (Updated 2021)
8. Low/Mod with Census Tract/Block Group (2011-2015 ACS Data)
9. Resale Provisions for HOME (2020)
10. Affidavit of Publication – Public Hearing 04/20/2021 (will be added upon printing on 4/13)
11. Resolution No. 7367 (will be added upon adoption by City Commission)
12. Investment Summary 2021 – **FINAL ADOPTED ALLOCATION 06/01/2021**

# City of Lawrence

## Citizen Participation Plan

### 1. **INTRODUCTION**

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

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

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

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

### 2. **OBJECTIVE**

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

### **3. CITIZEN PARTICIPATION (24 CFR 91.105)**

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

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

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

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

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

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



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

#### **4. CONSULTATION (24 CFR 91.100)**

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

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

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

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

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

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

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

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

## **5. AVAILABILITY OF DRAFT AND APPROVED DOCUMENTS**

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

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

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

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

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

## **6. AMENDMENTS**

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

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

(a) Consolidated Plan and Annual Action Plan Amendment Considerations: A Substantial Amendment will be made to the Consolidated Plan or Annual Action Plan whenever one of the following decisions is made:

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

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

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

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

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

## **7. PUBLIC HEARINGS, NOTIFICATION AND ACCESS**

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

## **8. ANTIDISPLACEMENT AND RELOCATION PLAN**

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

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

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

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



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

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

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

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

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

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

## **9. ASSESSMENT OF FAIR HOUSING**

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

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

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

# Step Up to Better Housing

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

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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

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### **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.

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

## **Permanent Housing**

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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**

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### **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**

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### **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.

Outcome Areas identified in the City's Strategic Plan	Description
Unmistakable Identity	Lawrence is a welcoming community, synonymous with arts, diverse culture, fun, and a quintessential downtown. City parks and community events contribute to the vibrancy experienced by all people in Lawrence.
Strong, Welcoming Neighborhoods	All people in Lawrence live in safe, functional, and aesthetically unique neighborhoods that provide opportunities to lead healthy lifestyles with access to safe and affordable housing and essential services that help them thrive.
Safe and Secure	Lawrence is a community where all people feel safe and secure and have access to trusted public and community-based safety resources.
Prosperity and Economic Security	The City of Lawrence fosters an environment that provides all people and businesses the opportunity for economic security and intentionally acknowledges, removes, and prevents barriers created by systemic and institutional injustice. Our community succeeds because of collective prosperity and a vibrant, sustainable local economy.
Infrastructure, Asset Management and Connectivity	The City of Lawrence has well-maintained, functional, and efficient infrastructure, facilities, and other assets. Connectivity supports accessible, sustainable methods for safely moving people and information throughout the community and the region. Investment in these assets reflects the City's commitment to contribute to the well-being of all people.

DRAFT - For Public Comment

Con Plan Priority Need	Description
Improved quality of owner housing	Help qualified low-moderate income homeowners stay in their homes by providing assistance for necessary repairs and emergency assistance. These programs are administered by Community Development Division staff for the City of Lawrence.
Availability of affordable rental units	The community Housing Vision lists an ultimate goal of permanently housing people and families going through the shelter, however the community also strives to house, and keep housed, those that are in units already. Affordability is a challenge, and increasing affordable units is an effort between agencies and programs.
Housing for the homeless	The community has adopted the Community Housing Vision, which is the strategic plan that works with homelessness. The goal of the Vision is to move people from being homeless and in an emergency shelter situation into permanent housing. This also speaks to the emergency shelter component under public services.
Accessibility of affordable housing	Accessibility improvements for housing.
Homelessness prevention services	Provide assistance/counseling to those attempting to avoid eviction and/or utility disconnection.
Availability of affordable owner housing	Homeownership subsidy and first time homeowner assistance
Quality/quantity/access of public improvements	Capital Improvements such as crosswalks, parks, sidewalks, and streets in low moderate income neighborhoods that provide safety improvements.
Supportive services for those with HIV/AIDS	Douglas County AIDS Project assists those with HIV/AIDS with financial assistance.
Public Services for LMI persons	Provide operations and essential services support to public service agencies that primarily assist LMI persons and families. Services such as housing and consumer credit counseling, emergency shelter, and financial assistance programs.
Neighborhood improvement and stability	Assistance to low-moderate income neighborhoods in the areas of improved infrastructure, services, and function.
AFH: Lack of Resources - FH agencies and orgs	AFH Factor: Lack of resources for fair housing agencies and organizations is a concern that was discussed as a contributing factor to improving local fair housing outreach efforts in conjunction with the AFH document. Primarily undertaken by the City of Lawrence Human Relations Division. The Human Relations Division will increase partnerships with outside agencies for advocacy of fair housing education and awareness.
AFH: Location and type of Affordable Housing	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.
AFH: Availability of AH units in a range of sizes	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.
AFH: Lack affordable, accessible hsg - range of sz	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.
AFH: Loss of Affordable Housing	In order to accurately assess the housing needs in the community, a comprehensive housing assessment must be 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
AFH: Source of income discrimination	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.
AFH: Lack of access due to high housing costs	Maintaining existing affordable housing.
AFH: Displacement of residents - to econ. pressure	AFH Goal: Maintain existing affordable housing

\*AFH (Assessment of Fair Housing)



**City of Lawrence, Kansas  
Affordable Housing Advisory Board**



**2020  
Annual  
Report**



**City of Lawrence**



## **City of Lawrence Affordable Housing Advisory Board**

### **Chair**

Monte Soukup

### **Vice-Chair**

Edith Guffey

### **Board Members**

Cole Browne, Rebecca Buford, Ron Gaches, Christina Gentry, Thomas Howe, Patrick Kelly, Paul Nuzum, Dana Ortiz, Shannon Oury, Sarah Waters, Erika Zimmerman

### **Staff Liaisons**

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

## Background

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

## Summary of 2020 Board Activities

In February 2020, the AHAB voted to recommend that the City Commission fund the Penn Street Lofts project. The City Commission received the recommendation, and awarded the project \$550,000 from the Affordable Housing Trust Fund. The project is currently under construction, and will include 47 residential rental units, all designated as affordable housing through the federal Low-Income Housing Tax Credit (LIHTC) program, seven market rate live/work rental units, and over 4,500 square feet of commercial and retail space.

The AHAB held a retreat in February 2020 to review the previous year's goals and accomplishments, to discuss their work plan priorities, to discuss the funding allocation distribution and geographic dispersion, and to discuss the topic of permanent affordability.

### Establishing a Vision & Mission

#### **Vision Statement**

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

#### **Mission Statement**

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

In March 2020, the AHAB reviewed applications for the 2020 federal HOME Investment Partnerships grant and made funding recommendations to the City Commission. The City Commission received the recommendations, and awarded \$426,662 in federal HOME grants to local agencies for affordable housing activities.

In June 2020, the AHAB received an emergency request for funding from the Lawrence-Douglas County Housing Authority for the Project Able Permanent Supportive Housing program. The AHAB voted to recommend that the City Commission fund the emergency request. The City Commission received the recommendation and awarded the program \$53,000 from the Affordable Housing Trust Fund. The program will provide rental assistance to help keep 14 extremely low-income families housed.

In August 2020, the AHAB reviewed and provided recommendation to the Planning Commission on Text Amendment TA-20-00002: Consider a text amendment to the Land Development Code to help reduce the cost of housing by 5% in the City of Lawrence.

The AHAB held a retreat in September 2020 to discuss whether to recommend an allocation of funds to certain goals, in contrast to the current allocation process. The advisory board recommended targeting up to 33% of the available funding to eligible projects that provide services such as rehabilitation of existing units, vouchers, or supportive services, with the balance of the funding to go to eligible projects that create new affordable housing units.

The AHAB released a Notice of Funding Availability (NOFA) in October 2020, accepting applications for awards of up to \$450,000 of funds from the City's Affordable Housing Trust Fund.

In November 2020, the AHAB conducted a public hearing on the [City of Lawrence 2019 Consolidated Annual Performance and Evaluation Report \(CAPER\)](#), which summarized the use of Federal grant funds from August 2019 to July 2020.

In December 2020, the AHAB heard presentations from eight applicants who responded to the NOFA. The board will continue their review of the NOFA applications, and will provide a funding recommendation to the City Commission in early 2021.

## Identified Goals

In 2019, the board established a set of both ongoing and short-term goals, based on the results from the August 2018 [Housing Market Analysis](#). In 2020, the board continued their work towards achieving these goals.



### **Ongoing Goal:**

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

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



### **Ongoing Goal:**

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

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



**Short-Term Goal (2019-2023):**

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

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

**Update:** 103 rental units have been funded with housing trust funds, with 56 units completed to date.



**Short-Term Goal (2019-2023):**

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

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

**Update:** 21 new construction ownership units have been funded with housing trust funds and HOME funds, with 11 units completed and sold to date. An additional 21 households have received down payment and/or closing cost assistance funded with HOME funds, with all 21 households completed to date.



**Short-Term Goal (2019-2023):**

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

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

**Update:** 29 renter and homeowner units have been funded with housing trust funds and CDBG funds, with 29 units completed to date.



**Short-Term Goal (2019-2023):**

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

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

**Update:** 138 household vouchers have been funded with housing trust funds and HOME funds.



**Short-Term Goal (2019-2023):**

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

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

**Update:** 133 homeowner unit improvements have been funded with CDBG funds, with all 133 completed to date.

**Defining Affordable Housing**

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

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

**Affordable Rental Housing**

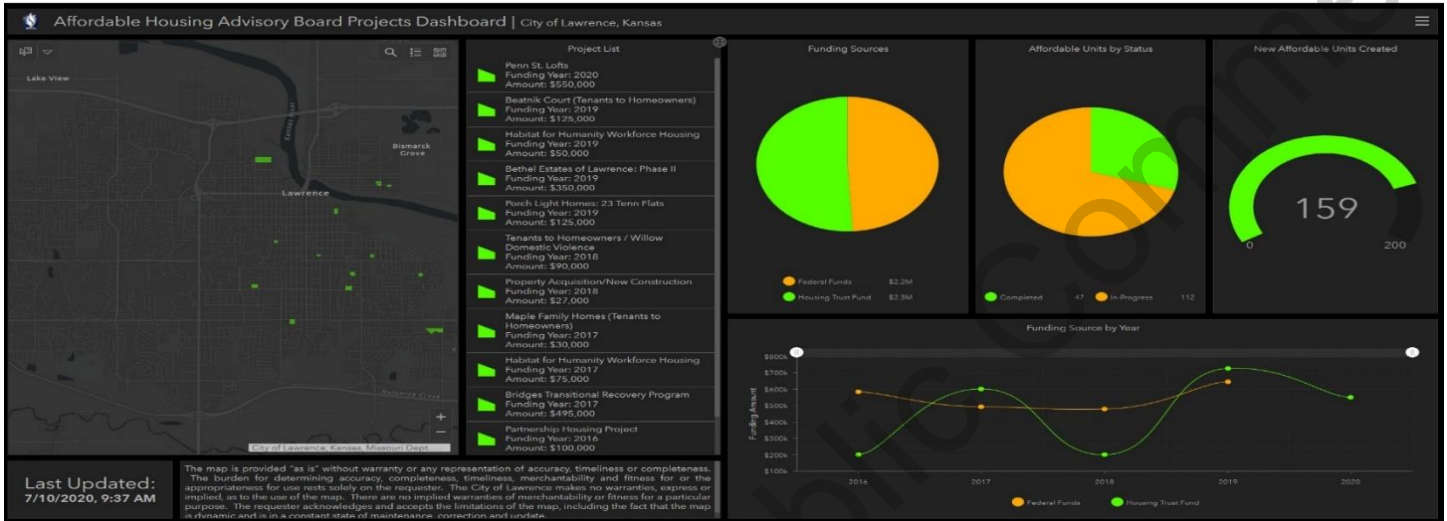
*Housing units with monthly rent and utilities not exceeding 110% of the HUD defined Fair Market Rent, as determined yearly by the Lawrence Douglas County Housing Authority.*

**Affordable Ownership Housing**

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

## Project Dashboard

City staff has created an [interactive dashboard](#) for affordable housing projects funded by both the Affordable Housing Trust Fund and federal dollars. The dashboard contains a live map and information on funded projects. Project documents are in the process of being uploaded to the complete the dashboard and staff will continue to add new projects as they are funded.



## Membership Changes

In June 2020, a new City At-Large board member (Cole Browne) was appointed to the board to fill a term that expires December 31, 2022.

Ron Gaches, Edith Guffey, Dana Ortiz, Shannon Oury, and Erika Zimmerman were all reappointed for three-year terms.

## Project Updates

**Bert Nash Community Mental Health Center (\$495,000 – 2017/2018):** The Transitions Housing program will provide up to 12 months of transitional supportive housing for households experiencing a Severe Mental Illness, extreme or no income, a Substance Use Disorder, and extreme housing insecurity. Facilities will be staffed 24/7 with mental health trained professionals, and participants will receive intensive services to achieve recovery, address barriers, learn skills for independent living, obtain benefits and resources, and transition into independent, community based living. Transitions will also include two residential crisis stabilization beds that provide crisis stabilization services for persons experiencing a crisis, but who do not need an involuntary or inpatient psychiatric service. The Transitions Housing Program will open in early 2021.

“Bert Nash is extremely grateful and fortunate to have received the support of the City of Lawrence HTF and AHAB for this project. Our experience has been a resoundingly positive one, with little to no issues to report other than thanks. We look forward to future projects that we may be able to partner with the HTF and AHAB on.”



**Bethel Estates of Lawrence Phase II (\$350,000 – 2019):** Bethel Estates of Lawrence Phase II is a residential development of 42 rental units for residents 55 year and older and at or below 60% area median income. This project completed in November of 2020 and currently have leased up 36 of the 42 units.

“We would like to thank the City of Lawrence. These funds were greatly needed so we could provide more affordable housing to the City of Lawrence. We appreciate all the City has done for us.”



## Financial Transactions

The table below summarizes the financial transactions of the Affordable Housing Trust Fund in 2020.

<b>Beginning Balance (as of 1/1/2020)</b>			<b>1,090,562</b>
<b>Revenues</b>			
	General Fund Support	350,000	
	Interest	29,798	
	Sales Tax Proceeds	916,859	
	Miscellaneous	305	
<b>Total Revenues</b>			<b>1,296,962</b>
<b>Expenses</b>			
	Prior Year Payments	(700,000)	
	Penn Street Lofts	(550,000)	
	Emergency Request	(53,000)	
	January/February 2021 Allocation	(450,000)	
	Investing Fees	(1,536)	
<b>Total Expenditures</b>			<b>(1,754,536)</b>
<b>Ending Balance (as of 12/31/2020)*</b>			<b>632,988</b>
*Fund balance is unaudited			

## List of Acronyms

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

## Additional Resources

[Affordable Housing Advisory Board Bylaws](#)  
[2018 Lawrence Housing Market Analysis](#)  
[Lawrence Housing Toolkit](#)  
[AHAB Goals and Accomplishments](#)  
[Monthly Affordable Housing Trust Fund Financial Reporting](#)  
[Interactive Map of Projects Funded by the Affordable Housing Trust Fund](#)



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

Emergency Housing Options				
Shelter	Temporary Housing	Transitional Housing (TBRA)	Permanent Supportive Housing	Permanent Housing
*75 **125 (one facility)	*100 new	*35 new	*22 new	
<p><b>Transients</b> (10 – outreach worker estimate) – may or may not seek shelter.</p> <p><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.</p>	<p><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.</p> <p><b>Homeless Families with Children</b> (45) – likely will seek shelter; many will move into TH; some will need private housing.</p>	<p><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.</p>	<p><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.</p>	

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

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

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

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

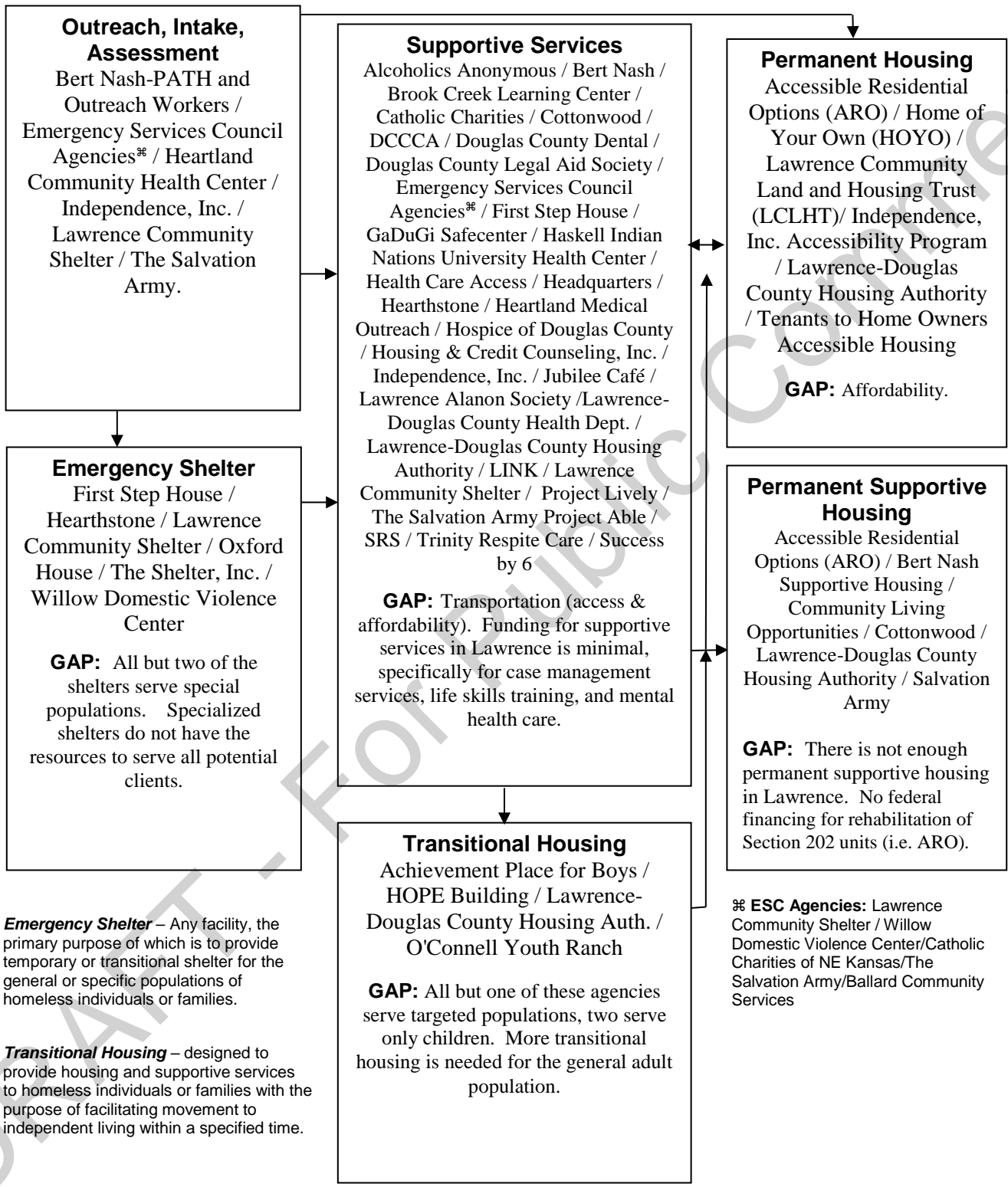
Transitional Housing: Assisted housing with support services, available for up to two years. Major gap is for people who are precluded from LDCHA due to methamphetamine conviction, sex offender status or other recent drug convictions.

Permanent Supportive Housing: Permanent housing with ongoing support services.

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

# City of Lawrence Continuum of Care for Housing and Homelessness 2021

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/Ballard Community Services

**Revitalized Neighborhoods**  
Neighborhood Associations, Parks and Recreation, Lawrence Community Garden, Utilities, MSO

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
Breededale	10.01/2	40.63%	195	480
Briarwood	6.03/1	21.07%	810	3845
Brook Creek	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
The Cottages	6.04/3	17.88%	160	895
Crossgate Court HOA	7.97/3	30.19%	705	2335
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
East Lawrence	2/1; 2/2; 2/3	75.04%	2405	3205
Edgewood Tenants	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
Kennedy	10.02/1	63.50%	1270	2000
Meadows Place	8.02/1	33.40%	895	2680
Monterey	6.03/1; 6.03/2	18.97%	1215	6405
North Lawrence	1/1; 1/2; 1/3	41.10%	1200	2920
Old West Lawrence	5.02/3	37.90%	415	1095
Oread Neighborhood Association	3/1; 3/2; 3/3; 3/4	87.65%	4825	5505
Oread Residents Association	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
Pinckney	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	7.97/1	46.71%	710	1520
Quail Run	16/1; 16/3	18.48%	655	3545
Raintree	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 N 1300 Road	10.02/2	18.73%	295	1575
Southern Parkway	8.02/1; 8.02/3	46.84%	2480	5295
Springwood Heights	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
Woodfield HOA	7.97/1	46.71%	710	1520
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 2020.

CDBGUOID	CDBGNAME	STUSAB	CTBGTY	STATE	COUNTY	COUNTYNAME	TRACT	BLKGRP	LOWMOD	LOWMODUNIV	LOWMODPCT	Total byCensus 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, ORA
201902	Lawrence	KS	51	20	045	Douglas County	000300	2	830	910	91.21%		3/2	ONA, ORA
201902	Lawrence	KS	51	20	045	Douglas County	000300	3	1215	1375	88.36%		3/3	ONA, ORA
201902	Lawrence	KS	51	20	045	Douglas County	000300	4	1115	1380	80.80%	87.65%	3/4	Babcock, ONA, University Place, ORA
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; Woodfield HOA
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	Crossgate Court HOA
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, Kennedy
201902	Lawrence	KS	51	20	045	Douglas County	001001	2	195	480	40.63%	43.85%	10.01/2	Breededale, Park Hill
201902	Lawrence	KS	51	20	045	Douglas County	001002	1	1270	2000	63.50%		10.02/1	Prairie Park, Kennedy
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:**

As required by HOME regulations, to ensure affordability for the required period of time, the City has elected to impose resale requirements on this housing. 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 secured by a recorded deed restriction signed by the buyer at closing.

**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 recorded deed restriction signed by the homebuyer(s) at closing. The deed restriction specifies:

1. The length of the affordability period (based on the dollar amount of HOME funds invested in the unit);
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 the Developer or CHDO 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 reset 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; and
  - 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(s) may not receive a return on his/her investment because the home sold for less or the same price as the original purchase price. The fair return on investment does not include any reasonable and customary sales expenses paid by the buyer or seller in connection with the sale, such as closing costs and/or property taxes.

**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:**

**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. The affordable sales price shall not exceed 95% of the median purchase price for the area as established by HUD.

**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 1st 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 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.

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Summary

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