



# City of Lawrence

PLANNING & DEVELOPMENT SERVICES

## 2015 CAPER



## Consolidated Plan 2013-2017



## CR-05 - Goals and Outcomes

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

In the 2015 program year, it continued to be obvious in several categories that the cost of construction is carrying a higher price than the past. The composition of the Comprehensive Rehabilitation Program is no longer working in its current form. Staff has discussed changes to that program including raising the limit, and altering the structure all together. The Accessibility Modification program continues to see increased prices in their construction, causing fewer units to be built over the program year. A major sidewalk gap program funded in 2015 is being run with the 2016 program so data is not available for this report regarding the impact and actual units of measure counts. The public service agencies spent the majority of their funds. Staff is seeing much higher requests and needs while seeing a decrease in funding and resources.

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

Goal	Category	Source / Amount	Indicator	Unit of Measure	Expected – Strategic Plan	Actual – Strategic Plan	Percent Complete	Expected – Program Year	Actual – Program Year	Percent Complete
Accessibility Modifications	Affordable Housing Non-Homeless Special Needs	CDBG: \$	Rental units rehabilitated	Household Housing Unit	35	17	48.57%	8	7	87.50%
Accessibility Modifications	Affordable Housing Non-Homeless Special Needs	CDBG: \$	Homeowner Housing Rehabilitated	Household Housing Unit	0	0		0	0	



Accessibility Modifications	Affordable Housing Non-Homeless Special Needs	CDBG: \$	Housing for Homeless added	Household Housing Unit	0	0		0	0	
Accessibility Modifications	Affordable Housing Non-Homeless Special Needs	CDBG: \$	Housing for People with HIV/AIDS added	Household Housing Unit	0	0		0	0	
Administration	Administration	CDBG: \$ / HOME: \$	Other	Other	1	1	100.00%	1	1	100.00%
Capital Improvements	Non-Housing Community Development	CDBG: \$	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	500	2400	480.00%	10	0	0.00%
Comprehensive Housing Rehabilitation	Affordable Housing	CDBG: \$	Homeowner Housing Rehabilitated	Household Housing Unit	45	6	13.33%	4	0	0.00%
Emergency and Furnace Loans	Affordable Housing	CDBG: \$	Homeowner Housing Rehabilitated	Household Housing Unit	60	46	76.67%	16	22	137.50%
Energy Improvements - Weatherization	Affordable Housing	CDBG: \$	Homeowner Housing Rehabilitated	Household Housing Unit	190	57	30.00%	15	24	160.00%



First Time Homebuyer Assistance	Affordable Housing	HOME: \$	Homeowner Housing Added	Household Housing Unit	0	0		0	0	
First Time Homebuyer Assistance	Affordable Housing	HOME: \$	Direct Financial Assistance to Homebuyers	Households Assisted	15	11	73.00%	2	2	100.00%
First Time Homebuyer Rehabilitation	Affordable Housing	CDBG: \$	Homeowner Housing Rehabilitated	Household Housing Unit	8	1	12.50%	0	1	
Homeless/HIV/AIDS Services	Homeless Non-Homeless Special Needs	CDBG: \$	Homeless Person Overnight Shelter	Persons Assisted	625	2895	463.20%	655	775	118.32%
Homeless/HIV/AIDS Services	Homeless Non-Homeless Special Needs	CDBG: \$	Homelessness Prevention	Persons Assisted	50	42	84.00%	25	15	60.00%
Homeless/HIV/AIDS Services	Homeless Non-Homeless Special Needs	CDBG: \$	Housing for People with HIV/AIDS added	Household Housing Unit	0	0		0	0	
Infrastructure	Non-Housing Community Development	CDBG: \$	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	6000	3695	61.58%	20000	27000	135.00%



Neighborhood Assistance	Neighborhoods	CDBG: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	18629	42085	225.91%	13880	14325	103.21%
Property Acquisition/New Construction	Affordable Housing	HOME: \$	Homeowner Housing Added	Household Housing Unit	12	4	33.33%	1	1	100.00%
Public Services	Non-Homeless Special Needs	CDBG: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	1020	1020	100.00%			
Public Services	Non-Homeless Special Needs	CDBG: \$	Public service activities for Low/Moderate Income Housing Benefit	Households Assisted	1000	708	70.80%	204	466	228.43%
Tenant-Based Rental Assistance	Affordable Housing Public Housing Homeless	HOME: \$	Tenant-based rental assistance / Rapid Rehousing	Households Assisted	100	70	70.00%	20	11	55.00%

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

**Assess how the jurisdiction's use of funds, particularly CDBG, addresses the priorities and specific objectives identified in the plan,**



**giving special attention to the highest priority activities identified.**

The Community Development Advisory Committee who is the body that makes the CDBG and HOME recommendations have made very hard decisions over the past few years, and will continue to do so as this trend continues. The committee continued to use the Step Up to Better Housing Strategy which is included in this packet. The Strategy aligns with the Consolidated Plan in that all the projects must have a housing or neighborhood assistance theme.

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

*Promote neighborhood improvement.*

**Actions:** The City of Lawrence provided funding to low-moderate income neighborhoods to assist with operations, coordinator, and neighborhood cleanup costs.

*Consider emergency shelter needs when investing available funds.*

**Actions:** The City spent a total of \$40,000 in CDBG funds to address emergency shelter needs.

*Consider transitional housing needs when investing available funds.*

**Actions:** The City budgeted \$174,804 of HOME funds for tenant based rental assistance, which is limited by HOME rules to two years of assistance per family.



*Continue to invest funds in homebuyer assistance.*

**Actions:** The City budgeted \$54,562 in HOME funds for general homebuyer assistance.

To address the needs of persons who need supportive housing, the City set aside \$174,804 of HOME funds for TBRA with \$165,800 spent during program year 2015.

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

**Actions:** The City spent a total of \$33,000 in CDBG funds on permanent housing activities for low-income, elderly, and persons with disabilities.

(Please note: Public service activities other than Low/Moderate Income Housing Benefit represents a duplicated count.)



## CR-10 - Racial and Ethnic composition of families assisted

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

91.520(a)

	CDBG	HOME
White	747	98
Black or African American	194	46
Asian	5	0
American Indian or American Native	92	11
Native Hawaiian or Other Pacific Islander	6	0
<b>Total</b>	<b>1,044</b>	<b>155</b>
Hispanic	53	8
Not Hispanic	991	147

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

### Narrative

The racial and ethnic status of the families assisted runs pretty parallel to the overall demographics of the city of Lawrence.

As of the 2010 - 2014 American Community Survey Five-Year Estimates, Lawrence was home to approximately 90,194 people, 16,039 of whom were members of minority groups. There are no specific areas of minority concentration within the City of Lawrence. According to the same survey, the median income of households in Lawrence was \$46,929 and 21.3% of individuals were in poverty. According to 2009-13 CHAS data, there were 34,427 households in Lawrence, and the percentage of households who earn less than 80% of the area median income and are therefore classified as low-or moderate-income by HUD was 46.33% of the city-wide population for whom household income could be determined. Funding for the 2015 program year was targeted toward these low and moderate income neighborhoods or toward activities that benefit all residents of the city who are low or moderate income.



## CR-15 - Resources and Investments 91.520(a)

### Identify the resources made available

Source of Funds	Source	Resources Made Available	Amount Expended During Program Year
CDBG	Public – federal	880090	557,497
HOME	Public – federal	327666	110,608

**Table 3 - Resources Made Available**

### Narrative

The Consolidated Annual Performance and Evaluation Report (CAPER) provides an explanation for the use of federal funds granted to the City of Lawrence by the U.S. Department of Housing and Urban Development (HUD) under the Community Development Block Grant (CDBG) and Home Investment Partnerships (HOME) programs. This CAPER covers the period beginning August 1, 2015 through July 31,

2016. Programs and activities described in this plan primarily benefited low and moderate-income residents of the City of Lawrence, neighborhoods with high concentrations of low-income and moderate-income residents, and the city as a whole.

This report is the product of public outreach, public hearings, and consultation with over 50 agencies, groups, and organizations involved in the development of affordable housing, creation of job opportunities for low and moderate-income residents, and/or provision of services to children, elderly persons, persons with disabilities, persons with HIV/AIDS and their families, and homeless persons. A complete draft of this report has been made available for public review and comment for a 30-day period beginning September 22, 2015. The availability of both the draft report and the final report was advertised in the local newspaper and the complete document was available for review on the City's website [www.lawrenceks.org/pds](http://www.lawrenceks.org/pds) and in print form in the Development Services office of Planning and Development Services.

### Identify the geographic distribution and location of investments

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description
City of Lawrence	100	100	

**Table 4 – Identify the geographic distribution and location of investments**

### Narrative

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



priorities were addressed in the following ways (not limited to):

*Promote neighborhood improvement.*

**Actions:** The City of Lawrence provided funding to low-moderate income neighborhoods to assist with operations, coordinator, and neighborhood cleanup costs.

*Consider emergency shelter needs when investing available funds.*

**Actions:** The City spent a total of \$40,000 in CDBG funds to address emergency shelter needs.

*Consider transitional housing needs when investing available funds.*

**Actions:** The City budgeted \$174,804 of HOME funds for tenant based rental assistance, which is limited by HOME rules to two years of assistance per family.

*Continue to invest funds in homebuyer assistance.*

**Actions:** The City budgeted \$54,562 in HOME funds for general homebuyer assistance.

To address the needs of persons who need supportive housing, the City set aside \$174,804 of HOME funds for TBRA with \$315,949 spent during program year 2015 (Because of the 24-month program, this number represents 2014 program year two and 2015 program year one).

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

**Actions:** The City spent a total of \$33,000 in CDBG funds on permanent housing activities for low-income, elderly, and persons with disabilities.



## Leveraging

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

Fiscal Year Summary – HOME Match	
1. Excess match from prior Federal fiscal year	6,275,178
2. Match contributed during current Federal fiscal year	144,450
3. Total match available for current Federal fiscal year (Line 1 plus Line 2)	6,419,628
4. Match liability for current Federal fiscal year	73,725
5. Excess match carried over to next Federal fiscal year (Line 3 minus Line 4)	6,345,903

**Table 5 – Fiscal Year Summary - HOME Match Report**



Match Contribution for the Federal Fiscal Year								
Project No. or Other ID	Date of Contribution	Cash (non-Federal sources)	Foregone Taxes, Fees, Charges	Appraised Land/Real Property	Required Infrastructure	Site Preparation, Construction Materials, Donated labor	Bond Financing	Total Match
9/15 Fundraising Auction - CSC (Cedarwood Senior Cottages)	08/06/2015	8,278	0	0	0	0	0	8,278
Catholic Campaign for Human Development - CSC	10/09/2015	25,000	0	0	0	0	0	25,000
Catholic Campaign for Human Development - CSC (2)	02/10/2016	25,000	0	0	0	0	0	25,000
Central Bank of the Midwest - CSC	04/19/2016	5,000	0	0	0	0	0	5,000
City of Lawrence Fee Waivers - CSC	07/06/2016	63,575	0	0	0	0	0	63,575



Match Contribution for the Federal Fiscal Year								
Project No. or Other ID	Date of Contribution	Cash (non-Federal sources)	Foregone Taxes, Fees, Charges	Appraised Land/Real Property	Required Infrastructure	Site Preparation, Construction Materials, Donated labor	Bond Financing	Total Match
Community Merchantile - CSC	07/27/2016	5,219	0	0	0	0	0	5,219
Falun Gong - CSC	12/14/2015	200	0	0	0	0	0	200
Floor Trader - CSC	03/30/2016	1,000	0	0	0	0	0	1,000
Geoff Strole - CSC	10/29/2015	6,000	0	0	0	0	0	6,000
Hernly Architects - CSC	05/26/2016	0	0	0	428	0	0	428
July Sponsors/Sep t. Auction - CSC	07/31/2016	3,450	0	0	0	0	0	3,450
Kroger's/Dillo ns Plus - CSC	07/20/2016	29	0	0	0	0	0	29
Kroger/Dillon s Plus - CSC (1)	01/19/2016	49	0	0	0	0	0	49
KU Surplus Services - CSC	06/08/2016	0	0	0	150	0	0	150



Match Contribution for the Federal Fiscal Year								
Project No. or Other ID	Date of Contribution	Cash (non-Federal sources)	Foregone Taxes, Fees, Charges	Appraised Land/Real Property	Required Infrastructure	Site Preparation, Construction Materials, Donated labor	Bond Financing	Total Match
OWL - Kaw Valley Chapter - CSC	04/13/2016	257	0	0	0	0	0	257
United Way TTH Designations - CSC	04/14/2016	815	0	0	0	0	0	815

Table 6 – Match Contribution for the Federal Fiscal Year

## HOME MBE/WBE report

Program Income – Enter the program amounts for the reporting period				
Balance on hand at beginning of reporting period \$	Amount received during reporting period \$	Total amount expended during reporting period \$	Amount expended for TBRA \$	Balance on hand at end of reporting period \$
0	41,835	41,835	41,835	0

Table 7 – Program Income



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

**Table 8 – Minority Business and Women Business Enterprises**

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

**Table 9 – Minority Owners of Rental Property**



<b>Relocation and Real Property Acquisition</b> – Indicate the number of persons displaced, the cost of relocation payments, the number of parcels acquired, and the cost of acquisition						
Parcels Acquired		0		0		
Businesses Displaced		0		0		
Nonprofit Organizations Displaced		0		0		
Households Temporarily Relocated, not Displaced		0		0		
Households Displaced	Total	Minority Property Enterprises				White Non-Hispanic
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	
Number	0	0	0	0	0	0
Cost	0	0	0	0	0	0

**Table 10 – Relocation and Real Property Acquisition**



## CR-20 - Affordable Housing 91.520(b)

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

	One-Year Goal	Actual
Number of Homeless households to be provided affordable housing units	125	125
Number of Non-Homeless households to be provided affordable housing units	10	21
Number of Special-Needs households to be provided affordable housing units	204	7
<b>Total</b>	<b>339</b>	<b>153</b>

Table 11 – Number of Households

	One-Year Goal	Actual
Number of households supported through Rental Assistance	20	26
Number of households supported through The Production of New Units	2	2
Number of households supported through Rehab of Existing Units	4	42
Number of households supported through Acquisition of Existing Units	0	0
<b>Total</b>	<b>26</b>	<b>70</b>

Table 12 – Number of Households Supported

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

The affordable housing units for the homeless mentioned above translate into shelter beds. The Lawrence Community Shelter can serve up to 125 individuals and family members in its facility per night.

The non-homeless provided with affordable housing units (21) is representative of the deposit assistance provided by Catholic Charities to assist people with obtaining housing.

The Housing Authority has a homeless specification to their TBRA program, and this has been able to house an additional 72 people (26 households). Comprehensive Rehabilitation projects are ongoing; however the cost of repairs has become increasingly problematic in keeping the cost of the projects under \$25,000 which is the program limit. Several projects have been bid and have come in over cost,



and this creates an issue of time spent and resources that have been used for projects that do not go forward.

It is staff's determination that the 204 expected to be assisted with units under special needs is representative of the agency assistance provided to Independence Inc to assist with accessibility modifications. The 204 number appears to be a 5-year goal entered in error for this population, so the seven is accurate for this count.

Rehabilitation of units includes furnace and emergency loans, as well as weatherization, for a total of 42 households served.

### **Discuss how these outcomes will impact future annual action plans.**

Due to the increasing cost of construction, the Consolidated Plan goals may need to be reevaluated to determine if a change needs to be made in the performance expectations of the allocation. CDBG rehabilitation programs are being reevaluated for effectiveness and efficiency. The allocated amounts are not funding as much as it used to, and while most grantees are working with the same amount of money as in the past less is being completed. Staff adjusted the request moving forward in PY2016 for Emergency and Furnace loans because of the high demand for these programs, and has adjusted Weatherization accordingly as well. As the projects do not change within the CDBG and HOME program, and all are under the "Step Up to Better Housing" Strategy, there will be no adjusting of the goals themselves, just the outcomes.

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

<b>Number of Persons Served</b>	<b>CDBG Actual</b>	<b>HOME Actual</b>
Extremely Low-income	4	0
Low-income	11	0
Moderate-income	24	2
<b>Total</b>	<b>39</b>	<b>2</b>

**Table 13 – Number of Persons Served**

### **Narrative Information**



All project and activities in the Lawrence CDBG and HOME program are geared toward all those 80% of AMI and under.

The statutory purpose of CDBG funding is “Decent housing and a suitable living environment and expanding economic opportunities for principally low- and moderate-income persons.” The City of Lawrence accomplishments and plans carry out this purpose both in spirit and in action. *Step Up to Better Housing*, the City strategy, concentrates CDBG and HOME resources on affordable housing and revitalized neighborhoods with low- and moderate-income people as the beneficiaries. The balanced approach outlined in *Step Up to Better Housing* seems to be addressing needs in a very functional manner.



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

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

The City, for the ninth year, allocated funding for Homeless Initiatives from its General Fund including \$164,000 for a homeless outreach team of four and \$8,000 for bus passes and work-related clothing and equipment to be dispersed by the shelter and agencies serving the homeless. This has allowed for continued outreach services. The Community Housing Vision (attached to this report) continued to be a guide to moving homeless individuals and families into housing. In the 2015 Program Year, the City of Lawrence was awarded \$5,000 in Homeless Outreach funding through the State of Kansas Emergency Solutions Grant to enhance the outreach services already in the community.

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

Programs with ongoing case management and continuing care also contributed to prevention services in the community. To further assist with homeless prevention and outreach efforts, information and education about programs was posted on community bulletin boards in various locations where homeless and at-risk individuals congregate. Heartland Community Health Care (formerly Douglas County Aids Project), The Lawrence Community Shelter, Housing & Credit Counseling, Inc. and Independence, Inc. are all agencies that do intake, outreach, or assessment and receive CDBG funding.

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

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

The Lawrence-Douglas County Housing Authority (LDCHA) operates a transitional housing program using



HOME TBRA funds which serves approximately 21 families, or 60+ individuals per year. Supportive services are provided by agencies that have entered into cooperative agreements with the LDCHA. Currently, the LDCHA has agreements with The Salvation Army for Project Able, Bert Nash's Community Mental Health Center, Independence, Inc., the State of Kansas Department of Department of Children and Families (DCF), Family Promise of Lawrence, Douglas County AIDS Project, Douglas County Sheriff's Office Reentry Program, ECKAN, Lawrence Community Shelter, Catholic Charities of NE Kansas, and Cottonwood. The Douglas County Health Department, DCCCA, ECKAN and Cottonwood, Inc. work closely with the LDCHA to provide services to their clients. During the LDCHA's 2015 fiscal year (1/1/15 - 12/31/15) the Transitional Housing program served 42 homeless families through a combination of funding from City and State HOME TBRA grants. Of those 42 families, 12 were graduated to a Section 8 Voucher.

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

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

**Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were**



## **recently homeless from becoming homeless again**

The City continued to support homeless prevention activities such as rent and utility assistance to avoid eviction and shutoff as well as landlord-tenant counseling. The further development of emergency transitional housing, as described in the housing vision, will result in fewer families being forced into shelters or onto the streets.

The Salvation Army continued their Transitional Housing program in program year 2015 as well. The TH program is able to serve four to five individuals or families.

A full sheltered/unsheltered homeless Point in Time count was conducted statewide on January 28, 2016 and 280 people were identified in Lawrence and Douglas County as literally homeless. This was a decrease of 16 people from the January 2015 count. Of the 280 literally homeless, 11 individuals met the definition of chronically homeless (having been homeless for one year or more, or having had four or more instances of homelessness in the past three years and having a disabling condition.) The next full sheltered/unsheltered count will occur in January 2017.

The Lawrence Unified School District (USD 497) indicates that there are additional elementary age students (grades K-6) and secondary age students (grades 7-12) in the district that qualify as homeless under the McKinney-Vento Act, which includes families that are doubled-up or staying with family or friends. For the 2015 point-in-time count, doubled up families were not counted because this data was not reported to HUD. With varying definitions of homelessness used by agencies, it is difficult to paint a true picture of the extent of the problem.

### **Foster Care:**

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

### **Mental Health:**

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

### **Corrections:**

The Douglas County Jail has developed an extensive re-entry program that includes a housing component. A full-time Re-entry Coordinator program began in 2008, and continues to provide services today. The Director of Re-Entry is active in the Homeless Issues Advisory Committee, as well as the



Transitional Housing Provider meetings, which brings TBRA case managers together quarterly to discuss the HOME-funded program. The County recognizes that releasing offenders into homelessness increases the likelihood for re-offending.



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

### **Actions taken to address the needs of public housing**

The Lawrence-Douglas County Housing Authority's main objective is to be good stewards of the housing programs it is charged with managing and administering. Primary to this is the sound management, maintenance, and preservation of its public housing inventory according to the highest standards of the housing industry while at the same time providing responsible and responsive assistance to those they serve. (LDCHA website, [www.ldcha.org](http://www.ldcha.org)). Approximately 88% of the families that LDCHA serves are at or below 50% AMI, and the average gross income of all households in LDCHA programs is \$18,193. There are 485 households that are participating in the Moving to Work initiative. As of January 2016 there were 1230 total units under lease with LDCHA. HOME funding is utilized in a Tenant-Based Rental Assistance Program. Individuals and families participate in the TRBA program, and then are ideally moved along the housing continuum into permanent Section 8 housing.

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

(From the 2015 LDCHA Annual Report) In 1999 the LDCHA was selected to participate in the Moving to Work Demonstration program (MTW), a Congressional Demonstration program that granted broad waivers from federal housing regulation for the purpose of moving households to work. Since 1999 the agency adopted a number of initiatives aimed at meeting this objective including the initial adoption of a new rent structure and work requirement for all non-elderly/non-disabled adults. The LDCHA has achieved great success at moving residents to work.

The LDCHA, as part of its MTW program, created a down payment fund to assist MTW participants to purchase a home. Ten families purchased homes in 2015, and seven families successfully transitioned into Section 8 housing (LDCHA Annual Report 2015).

The LDCHA Resident Services Office (RSO) runs several programs, including self-sufficiency programs geared toward crisis intervention, employment, and financial literacy. In 2015 the RSO assisted 400 individuals through support services, including economic stability. These services include case management, counseling, substance abuse treatment, parent education, financial literacy, and employment services.

### **Actions taken to provide assistance to troubled PHAs**



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



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

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

A review of the City of Lawrence housing policy indicates there are no institutional barriers to obtain affordable housing. The city has adopted the 2015 International Codes (Building, Residential, Fire, Energy, Mechanical, Plumbing and Fuel Gas) and the 2014 National Electrical Code. The 2015 International Property Maintenance Code that has been adopted as the minimum housing code is similar to the requirements of HUD's Housing Quality Standards. The minimum housing code is enforced through the rental registration program that requires all rental properties located in single-family zoned areas to be inspected at least once every three years. All other minimum housing code is enforced on a complaint basis.

The City does not impose rent controls. Regulations that are designed to protect the health, safety, and welfare of citizens may affect the cost of housing. However, these regulations are not designed to discourage the availability of affordable housing. Therefore, the City of Lawrence did not propose actions or reform steps to remove or restructure such policies in 2015 program year.

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

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

The statutory purpose of CDBG funding is "Decent housing and a suitable living environment and expanding economic opportunities for principally low- and moderate-income persons." The City of Lawrence accomplishments and plans carry out this purpose both in spirit and in action. *Step Up to Better Housing*, the City strategy, concentrates CDBG and HOME resources on affordable housing and revitalized neighborhoods with low- and moderate-income people as the beneficiaries. The balanced approach outlined in *Step Up to Better Housing* seems to be addressing needs in a very functional manner.

The most significant barrier to fulfilling the strategies and overall vision is that the money available is not sufficient to meet all the goals immediately. The City continues to make progress, but as the City grows, needs continue to grow as well. Another large issue is the current structure of housing rehabilitation programs, as the programs were created in the 1980s and many variables have challenged



the effectiveness of the programs and their allocation limitations.

Both the CDBG program and the HOME program are in good standing in all respects. Grant disbursements are timely and actual expenditures did not differ from letter of credit disbursements. Major goals are on target, with several large projects currently in process.

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

The City ensured that all federally funded improvement programs for the existing housing stock used lead hazard reduction activities including evaluating lead hazard risk and using only lead free paint. Staff distributed *Protect Your Family from Lead in Your Home* pamphlets, published by the Environmental Protection Agency, to every program applicant. In addition, all three of the staff members of the Community Development Division are certified in Lead-Based Paint Inspection as well as certified Lead-Based Paint Risk Assessors. All lead-based paint inspections are conducted by licensed professionals through Baker Environmental.

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

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



Vision will serve as the baseline for the city's antipoverty strategy.

In 2015 the City continued to support the *Step Up to Better Housing* strategy to assist families in getting out of poverty through the provision of affordable housing. Actions taken are detailed under Revitalized Neighborhoods, Emergency Housing, Transitional Housing, Permanent Housing and Housing Needs.

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

The City of Lawrence is committed to the goal of partnership with various agencies in the community regardless of their funding source in order to have the most effective impact that we can in the community. The Community Development Division, who administers the grants is a small division, however the impact is large when the partnerships with other agencies help to get the word out in the community. With these partnerships, the City is able to overcome gaps in institutional structures and enhance coordination.

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

Lawrence has a very strong commitment to agency coordination, and because of this commitment and the effort to bring community agencies and providers together this has been very successful. City staff attends quarterly meetings at the Lawrence-Douglas County Housing Authority as well as at the Bert Nash Mental Health Center. Agendas for advisory committees are structured as to obtain reports and feedback from community partners. The Homeless Issues Advisory Committee (HIAC) hears from a provider in each of the following areas on a quarterly basis: Emergency Shelter, Temporary/Transitional Housing, Permanent Supportive Housing, and Permanent Housing. In addition, the HIAC hears from a non-housing agency each month, including the City transit system, the local food bank, the hospital, mental health, utilities, temporary assistance providers, workforce development, and the Continuum of Care. Because of the effort to bring all stakeholders to the table no matter what the issue or discussion, there is a strong knowledge of community resources among the agencies. Lawrence is home to a very strong referral network and very effective discussions regarding needs analysis and service delivery.

The addition of the Affordable Housing Advisory Board has further elevated these partnerships, specifically with the developer and home builder community. Members of this community both attend meetings and sit on the board itself. The board consists of representatives from the Housing Authority, the CHDO, the faith-based community, homeless service providers, recipients of subsidized housing efforts, home builder community, Habitat for Humanity, the City Commission, and the County Commission.



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

The Analysis of Impediments was updated in 2013 and the City is reviewing relevant information to prepare for the new requirements. During the 2015 program year, the CDD staff partnered in fair housing activities via the Legal department. CDD staff also provided information at a Housing Information Fair which showcased the programs that the department is able to administer with CDBG and HOME funds as well as provided information and staff for questions and issues related to Fair Housing.

CDD requires compliance with fair housing policies. In 2003, the City adopted a wage floor ordinance, which requires companies receiving tax abatement to pay a minimum salary (at 130% of the U.S. Department of Health and Human Services poverty guidelines). The ordinance also takes into consideration the cost of an individual's health insurance. The Chamber of Commerce Economic Development staff continued to search for opportunities to bring employers to Lawrence and reduce barriers.

Bert Nash Community Mental Health Center staff work to develop relationships with landlords in the community, educate them about persons with mental illness and provided support to both landlord and clients to ensure the rental relationship is beneficial to both tenant and landlord. Staff uses these relationships to encourage landlords to reduce or waive the application fees that create hardships for tenants looking for rentals. Educating landlords and ensuring their relationships with Bert Nash CMHC clients are satisfactory is the best tool towards developing affordable housing for persons with severe and persistent mental illness.

The Salvation Army-Project Able program provides budget assistance, job readiness training (typing, computer, resume, interviewing, and job referrals), and life skills training (housekeeping, STDs, and personal self-worth). Lawrence Workforce Center provides assistance with completing applications, preparing resumes, interviewing, and access to equipment necessary to complete these tasks. Independence, Inc. has educational opportunities to educate disabled individuals with independent living skills (cooking, cleaning & social skills), computer skills, and vocational training. Lawrence-Douglas County Housing Authority provides education on being a good tenant/neighbor and budgeting.

The Willow Domestic Violence Center provides education on domestic violence. Cottonwood provides life skills education. First Step House and Hearthstone both provide drug/alcohol education and budgeting classes. Haskell Indian Health Center provides education on drugs and alcohol, mental health, and nutrition. Hospice Care of Douglas County provides grief and death education. Housing and Credit Counseling, Inc. provided tenant/landlord mediation and classes on budgeting and financial responsibility. GaDuGi SafeCenter provides victim survival education. SRS provides independent living skills, budgeting and financial responsibility education.



The AI indicates that Lawrence avoids systemic impediments to fair housing choice, though affordability remains a substantial challenge. City ordinances, regulations, administrative policies, procedures, or practices do not tend to impede housing choice. Lawrence has demonstrated its commitment to fair housing by expanding the protected classes beyond those required by federal law to include sexual orientation as a class protected by ordinance from housing discrimination.



## **CR-40 - Monitoring 91.220 and 91.230**

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

The City of Lawrence's Community Development Division conducts at least one on-site monitoring visit for each sub-recipient during every other program year. A monitoring schedule is prepared and the subrecipient visits are prioritized by determining if any organization is new to the program; if there has been staff turnover in key agency positions; and if there have been previous compliance issues. A desk review of the sub-recipient files is ongoing throughout the program year on an annual basis. Community Development staff closely monitors all federal programs. Administrative procedures will meet all federal rules, regulations and guidelines for program monitoring, compliance, and reporting. Staff conducts field inspections and also desk-monitors sub-recipients to ensure the compliance of locally administered projects. Staff also monitors the Consolidated Plan through the Annual Performance Report.

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

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

The Citizen Participation plan outlines this process and is attached to this document.



**CR-45 - CDBG 91.520(c)**

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

With the experience that the City of Lawrence has had with administering CDBG and HOME grants both in the 2015 program year and in previous years, the City feels that the manner in which the program has been handled has been effective and the City staff is very comfortable with the outcomes and experiences. As program administrators, the City staff is always looking at Best Practices and subsequently works to incorporate those items into the programs. There are no plans to change the practices with which the City administers either grant. Although projects and allocation amounts may differ from year to year, the focus has remained the same as has the administration of the program. One aspect staff will consider is the rising cost of construction as well as the attainability of the goals set forth in the Consolidated Plan.

<b>Does this Jurisdiction have any open Brownfields Economic Development Initiative (BEDI) grants?</b>	No
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**[BEDI grantees] Describe accomplishments and program outcomes during the last year.**



## **CR-50 - HOME 91.520(d)**

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

A list of those projects that should have been inspected on-site this program year based upon the schedule in §92.504(d) are included in the unique appendices.

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

The City provides opportunities to the maximum extent possible, to women and minority owned business enterprises for contract bids and services. The City of Lawrence encourages inclusion in the list of approved bidders for minority and women-owned businesses, and actively works to recruit new contractors into the programs administered by the CDD. Rehabilitation program staff ensures that MBE and WBE entities are included in contractor recruitment activities. HOME 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.

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

Program Income was received in the 2015 program year from two older projects that have paid back their loans in 2015. Both payoffs have been for first time homebuyer/rehabilitation projects. Staff has utilized this program income to put back into the HOME program to assist other buyers or



TBRA programs.

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

A review of the City of Lawrence housing policy indicates there are no institutional barriers to obtain affordable housing. The city has adopted the 2015 International Codes (Building, Residential, Fire, Energy, Mechanical, Plumbing and Fuel Gas) and the 2014 National Electrical Code. The 2015 International Property Maintenance Code that has been adopted as the minimum housing code is similar to the requirements of HUD's Housing Quality Standards. The minimum housing code is enforced through the rental registration program that requires all rental properties located in single-family zoned areas to be inspected at least once every three years. All other minimum housing code is enforced on a complaint basis.

The City does not impose rent controls. Regulations that are designed to protect the health, safety, and welfare of citizens may affect the cost of housing. However, these regulations are not designed to discourage the availability of affordable housing. Therefore, the City of Lawrence did not propose actions or reform steps to remove or restructure such policies in 2015 program year.

Work continues by affordable housing groups to look at this issue of affordable housing, and a Housing Trust Fund has been set up and funded by the City of Lawrence for use in leveraging funding for affordable housing projects. The board is still in the discussion stages of planning and is working through their strategic plan. The City has also looked to amendments to the incentive policy and that will be a continued discussion going forward.



## 2015 Investment Summary

<b>CDBG Public Services</b>	
<b>Brook Creek Neighborhood Association</b>	
Operating and Coordinator Expenses	5356.50
<b>East Lawrence Neighborhood Association</b>	
Operating and Coordinator Expenses	6676.50
<b>North Lawrence Improvement Association</b>	
Operating and Coordinator Expenses	5356.50
<b>Pinckney Neighborhood Association</b>	
Operating and Coordinator Expenses	5476.50
<i>Subtotal Neigh. Public Service \$22,866.00</i>	
<b>Ballard Community Services</b>	
Emergency Service Council	10,000
<b>Catholic Charities of Northeast Kansas</b>	
Lawrence Emergency Assistance Center	5,000
<b>Housing and Credit Counseling, Inc.</b>	
Tenant-Landlord Counseling & Education	10,000
<b>Heartland Medical Clinic, Inc.</b>	
Emergency Assistance Program	4,148
<b>Lawrence Community Shelter, Inc</b>	
Operating Expenses	40,000
<b>Success By Six</b>	
Housing Assistance Fund	7,000
<b>Willow domestic Violence Center</b>	
Laundry Equipment	3,000
<i>Subtotal Agency Public Service \$79,148.00</i>	
<b>Public Services Total</b>	<b>102,014</b>

<b>CDBG Capital Improvements</b>	
<b>Independence, Inc</b>	
Accessible Housing Program (AHP)	33,000
<b>City of Lawrence (Public Works Division)</b>	
Sidewalk Gap Project	142,500
31st St Pedestrian Hybrid Beacon	40,000
5th and Maine St Pedestrian Hybrid Beacon	20,000
<b>Community Development Division (CDD)</b>	
Housing Rehab/ EL/ FL/ Weatherization	360,000
<b>Community Living Opportunities</b>	
Exterior Building Repairs	36,200
<b>North Lawrence Improvement Association</b>	
Traffic Calming Device	3,500
<b>Total Capital Improvements</b>	<b>635,200</b>

<b>Contingency</b>	<b>6,859</b>
<b>CDD Administration of CDBG</b>	<b>136,017</b>
<b>GRAND TOTAL CDBG</b>	<b>880,090</b>

<b>HOME</b>	
Tenant Based Rental Assistance	174,804
CHDO Set-Aside	49,150
CHDO Operating Expenses	16,383
First-Time Homebuyer Program	54,562
CDD Administration of HOME	32,767
<b>GRAND TOTAL HOME</b>	<b>327,666</b>

### FUNDING SOURCES:

<b>2015 CDBG Grant</b>	<b>680,090</b>
<b>Projected Program Income</b>	<b>50,000</b>
<b>Grant Reallocation</b>	<b>150,000</b>
<b>Total CDBG Grant Allocation</b>	<b>880,090</b>

<b>2015 HOME Grant</b>	<b>327,666</b>
<b>Projected Program Income</b>	<b>0</b>
<b>Total HOME Grant Allocation</b>	<b>327,666</b>

<b>Total CDBG Grant Allocation</b>	<b>880,090</b>
<b>Total HOME Grant Allocation</b>	<b>327,666</b>
<b>GRAND TOTAL, CDBG &amp; HOME</b>	<b>1,207,756</b>



***Additional Resources for the City of Lawrence 2013-2017 Consolidated Plan (2015 CAPER):***

1. Citizen Participation Plan (Revised May 2012)
2. Step Up to Better Housing Strategy (Updated 2010)
3. Housing Vision Chart (Updated October 2009)
4. Continuum of Care local Model (Updated January 2015)
5. Low/Mod with Census Tract/Block Group (2010 Census Data)
6. 2015 HOME Annual Performance Report
7. 2015 TBRA HOME Property Inspection List w/Results
8. HUD PR 26 – CDBG Financial Summary
9. Maps of Projects (Furnace Loan, Homeowner Housing Added, Weatherization, First Time Homebuyer Assistance, Accessible Housing Program, Emergency Loan)



**CITIZEN PARTICIPATION PLAN**  
**FOR THE**  
**CITY OF LAWRENCE CONSOLIDATED PLAN**

**PURPOSE**

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

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

A secondary purpose of this Plan is to implement federal regulations regarding citizen participation for the 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.

This document may be amended by the City Commission.



## **PLAN OBJECTIVES**

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

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



## OBJECTIVE NO. 1

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

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

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

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



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

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



## OBJECTIVE NO. 2

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

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

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

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

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



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

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

August 1 - The new grant year begins for the CDBG and HOME programs funded through the Consolidated Plan process.

September - The Development Services staff will send notice and application forms to all interested parties regarding the CDBG/HOME Application process and deadline for the upcoming program year.

- A public meeting of the Community Development Advisory Committee, including public comment, will be held in September or October. The meeting is intended to provide: 1) Discussion of the City's performance during the most recent year; 2) General information and requirements for the CDBG and HOME programs, as well as the Consolidated Plan; 3) A forum for suggested future CDBG and HOME activities; 4) The opportunity to obtain the views of citizens, public agencies, and other interested parties on housing and community development needs of the community; and 5) A review of demographic data in the community to determine priority needs. The Annual Performance Report will be available at the public hearing for public comment. The thirty-day written comment period will begin. All written comments regarding the City's performance will be submitted to HUD along with the City's Annual Performance Report.
- Development Services staff will provide application information at the public hearing to be used by interested parties for requesting CDBG/HOME funds for the upcoming program year.

October 31- Deadline for the Annual Performance Report to be submitted to HUD.

November - The Community Development Advisory Committee will meet with the City Commission as needed in a Study Session to determine commission priorities for the upcoming CDBG program year.

December 1- Deadline for upcoming program year grant proposals.

January - The Community Development Advisory Committee begins meeting to consider grant proposals. Grant proposal requests will be distributed to the Committee at the first meeting.

March - The Community Development Advisory Committee completes deliberations and makes preliminary recommendations. Applicants will have an opportunity to appeal recommendations before the recommendations are passed on to the City Commission.



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



## **II. SUBSTANTIAL AMENDMENT TO THE CONSOLIDATED PLAN.**

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

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

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

- B. A Substantial Amendment in the scope of an activity will occur when the cost of the activity is reduced or increased by 50% or more, or when the quantity of the activity is reduced or increased by 50% or more.
- C. A Substantial Amendment in the location of an activity will occur when a change of location will cause the targeted group of beneficiaries to lose the benefit.
- D. A Substantial Amendment in the beneficiaries of an activity will occur when the targeted group of beneficiaries will no longer benefit, or when the percentage of low-income beneficiaries will be less than the minimum required by federal law or regulation.
- E. The Community Development Advisory Committee will consider Substantial Amendments at a public meeting conducted by said group. The recommendation regarding said Substantial Amendment will be forwarded to the City Commission for discussion and approval at the next regularly scheduled meeting. Notice of the meeting and information regarding the proposed Substantial Amendment will be made by publishing a display ad prior to the meeting, which will begin the thirty (30) day written comment period. Public comment may be heard at the meeting. If approved, the Substantial Amendment shall be attached to the Consolidated Plan, and submitted along with all written comments, to the local HUD office.



Implementation of the amendment shall not occur before the expiration of the written comment period.

### **OBJECTIVE NO. 3**

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

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

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



## OBJECTIVE NO. 4

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

### **I. PUBLIC HEARINGS.**

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



## **OBJECTIVE NO. 5**

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

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

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

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



## COMPLAINT FORM

CITY OF LAWRENCE, KANSAS  
DEVELOPMENT SERVICES

PLEASE PRINT OR TYPE

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

Name \_\_\_\_\_

Address \_\_\_\_\_

### 2. NATURE OF COMPLAINT

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

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### 3. PREVIOUS ACTION

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

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

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

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

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

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

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

\_\_\_\_\_  
DATE

\_\_\_\_\_  
SIGNATURE

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



## **OBJECTIVE NO. 6**

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

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



# 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

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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

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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.



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

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

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

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

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

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

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

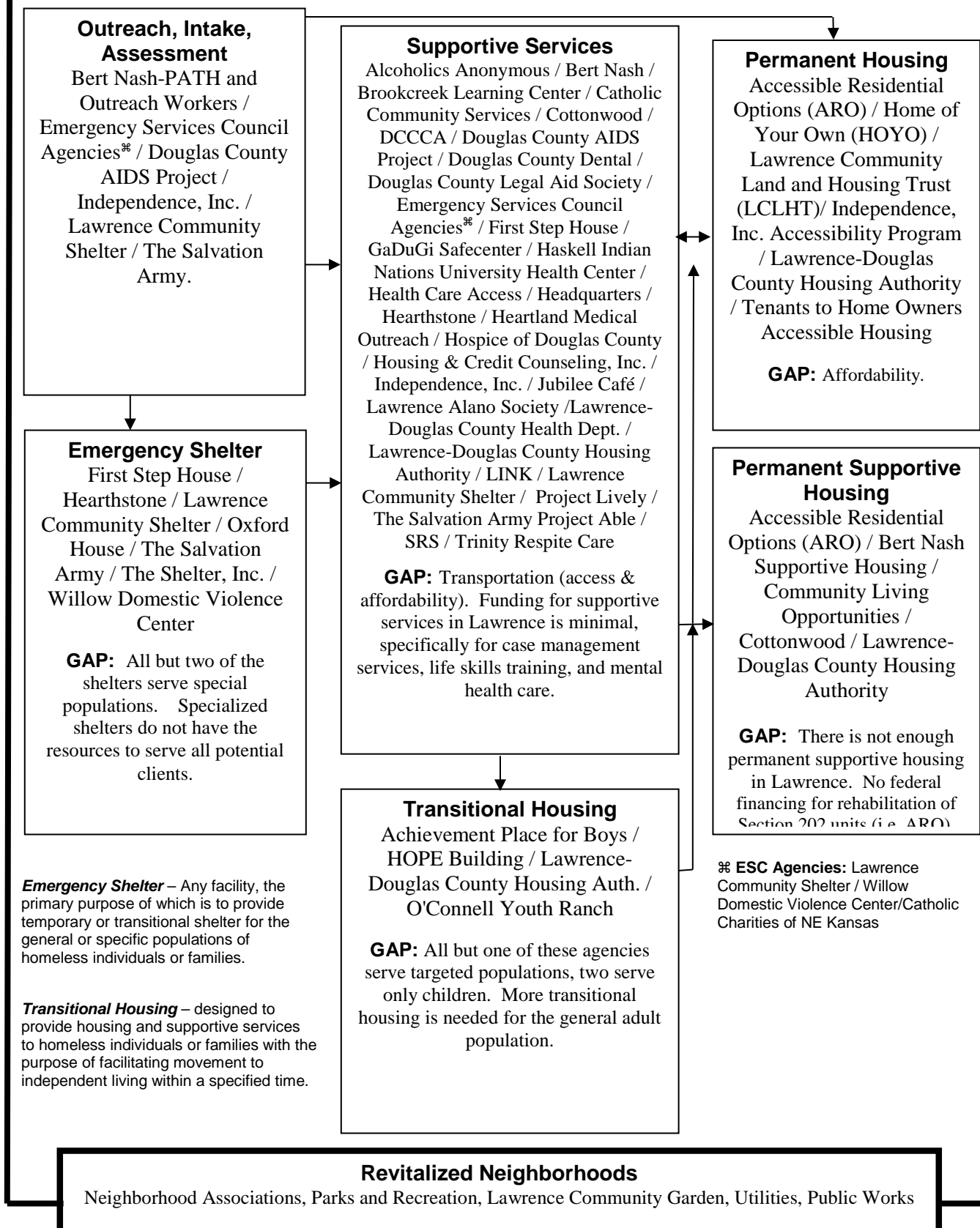
Permanent Supportive Housing: Permanent housing with ongoing support services.

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



# City of Lawrence Continuum of Care for Housing and Homelessness 2015

A local adaptation of the HUD model





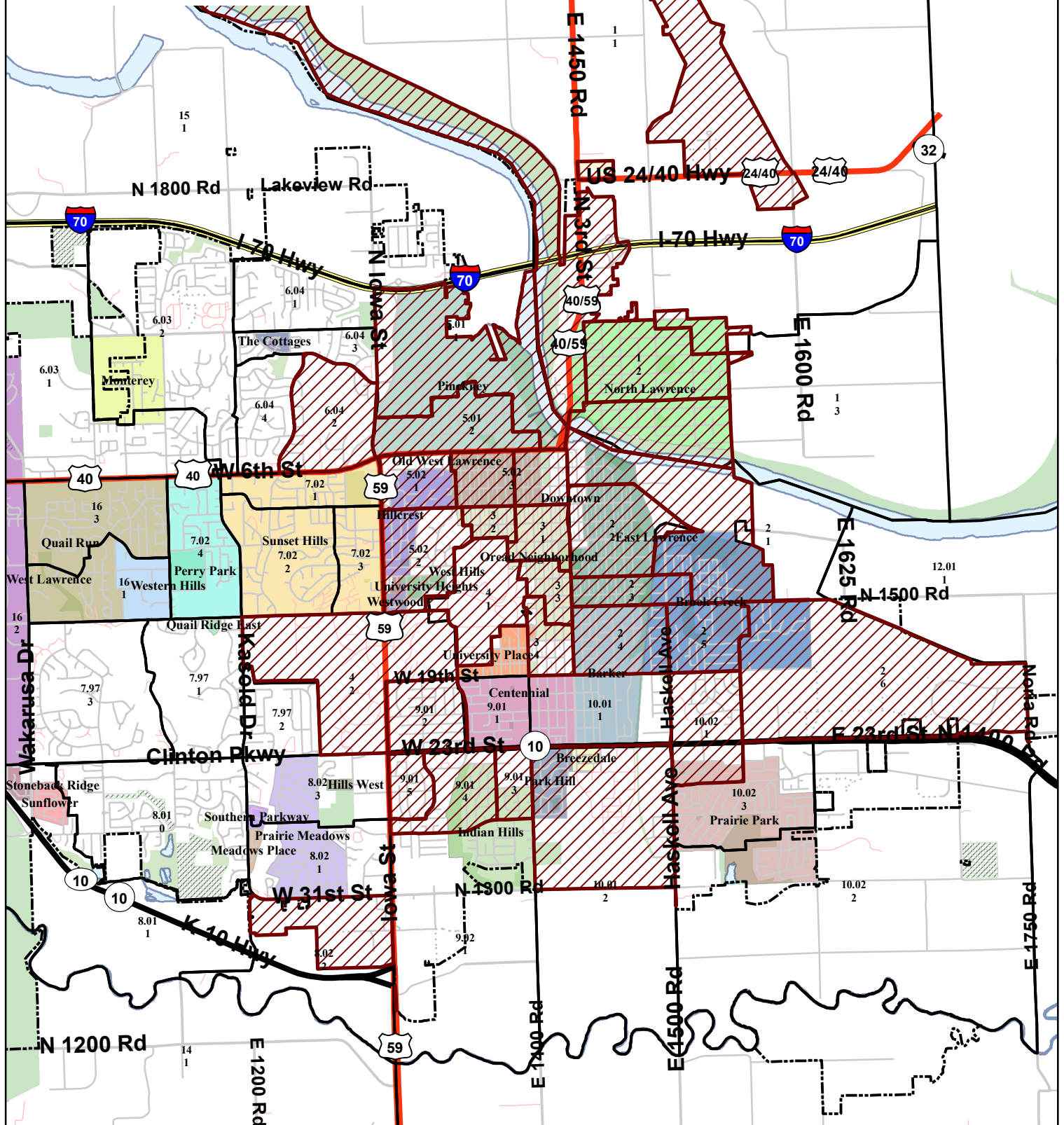
# Low/Mod with Census Tract/Block Group (2010 Census Data)



- CDBG Eligible Area
- Census Tract/Block Group

## DISCLAIMER NOTICE

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





# Annual Performance Report HOME Program

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

OMB Approval No. 2506-0171  
(exp. 8/31/2009)

Public reporting burden for this collection of information is estimated to average 2.5 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. This agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless that collection displays a valid OMB control number.

The HOME statute imposes a significant number of data collection and reporting requirements. This includes information on assisted properties, on the owners or tenants of the properties, and on other programmatic areas. The information will be used: 1) to assist HOME participants in managing their programs; 2) to track performance of participants in meeting fund commitment and expenditure deadlines; 3) to permit HUD to determine whether each participant meets the HOME statutory income targeting and affordability requirements; and 4) to permit HUD to determine compliance with other statutory and regulatory program requirements. This data collection is authorized under Title II of the Cranston-Gonzalez National Affordable Housing Act or related authorities. Access to Federal grant funds is contingent on the reporting of certain project-specific data elements. Records of information collected will be maintained by the recipients of the assistance. Information on activities and expenditures of grant funds is public information and is generally available for disclosure. Recipients are responsible for ensuring confidentiality when public disclosure is not required.

This form is intended to collect numeric data to be aggregated nationally as a complement to data collected through the Cash and Management Information (C/MI) System. Participants should enter the reporting period in the first block. The reporting period is October 1 to September 30. Instructions are included for each section if further explanation is needed.

Submit this form on or before December 31.	This report is for period (mm/dd/yyyy)		Date Submitted (mm/dd/yyyy)
Send one copy to the appropriate HUD Field Office and one copy to: <b>HOME Program, Rm 7176, 451 7th Street, S.W., Washington D.C. 20410</b>	Starting	Ending	

## Part I Participant Identification

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

## Part II Program Income

Enter the following program income amounts for the reporting period: in block 1, enter the balance on hand at the beginning; in block 2, enter the amount generated; in block 3, enter the amount expended; and in block 4, enter the amount for Tenant-Based rental Assistance.

1. Balance on hand at Beginning of Reporting Period	2. Amount received during Reporting Period	3. Total amount expended during Reporting Period	4. Amount expended for Tenant-Based Rental Assistance	5. Balance on hand at end of Reporting Period (1 + 2 - 3) = 5
-----------------------------------------------------	--------------------------------------------	--------------------------------------------------	-------------------------------------------------------	---------------------------------------------------------------

## Part III Minority Business Enterprises (MBE) and Women Business Enterprises (WBE)

In the table below, indicate the number and dollar value of contracts for HOME projects completed during the reporting period.

	a. Total	Minority Business Enterprises (MBE)				f. White Non-Hispanic
		b. Alaskan Native or American Indian	c. Asian or Pacific Islander	d. Black Non-Hispanic	e. Hispanic	
A. Contracts						
1. Number						
2. Dollar Amount						
B. Sub-Contracts						
1. Number						
2. Dollar Amount						
	a. Total	b. Women Business Enterprises (WBE)	c. Male			
C. Contracts						
1. Number						
2. Dollar Amount						
D. Sub-Contracts						
1. Number						
2. Dollar Amounts						



**Part IV Minority Owners of Rental Property**

In the table below, indicate the number of HOME assisted rental property owners and the total dollar amount of HOME funds in these rental properties assisted during the reporting period.

	a. Total	Minority Property Owners				f. White Non-Hispanic
		b. Alaskan Native or American Indian	c. Asian or Pacific Islander	d. Black Non-Hispanic	e. Hispanic	
1. Number						
2. Dollar Amount						

**Part V Relocation and Real Property Acquisition**

Indicate the number of persons displaced, the cost of relocation payments, the number of parcels acquired, and the cost of acquisition. The data provided should reflect only displacements and acquisitions occurring during the reporting period.

	a. Number	b. Cost				
1. Parcels Acquired						
2. Businesses Displaced						
3. Nonprofit Organizations Displaced						
4. Households Temporarily Relocated, not Displaced						

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



	A	B	C	D	E	F	G
1	ID #	Inspection Type	Inspection Date	Inspection Result	Re-Inspection Date if Required	Re-Inspection Result	Summary
2	94078	Annual Inspection	6/23/2016	Fail	7/22/2016	Pass	
3	97379	Annual Inspection	7/8/2016	Fail	8/8/2016	Pass	
4	12898	Annual Inspection	7/8/2015	Fail	8/7/2015	Pass	NO LONGER ON THE PROGRAM
5	11272	Annual Inspection	10/9/2015	FAIL			TENANT NO SHOWED RE-INSPECTION. NO LONGER ON THE PROGRAM
6	94509	Annual Inspection	8/5/2016	Fail	9/6/2016	N/A	Has not passed HQS
7	12677	Annual Inspection	8/22/2016	Pass			
8	12927	Annual Inspection	9/16/2015	Fail	10/16/2015	Pass	
9	11515	Annual Inspection	1/5/2015	Fail	2/4/2015	Pass	NO LONGER ON THE PROGRAM
10	10411	Annual Inspection	7/8/2015	Fail	7/21/2015	Pass	NO LONGER ON THE PROGRAM
11	99579	Initial Inspection	6/22/2016	Fail	6/23/2016	Pass	
12	98931	Annual Inspection	5/23/2016	Pass			
13	96985	Annual Inspection	6/13/2016	Pass			
14	10689	Annual Inspection	6/15/2016	Fail	7/15/2016	N/A	Does not appear to have passed HQS as re-inspection not completed due to tenant vacating 8/31/16
15	95898	Annual Inspection	6/16/2016	Fail	7/16/2015	Pass	
16	96853	Annual Inspection	6/21/2016	Fail	7/20/2016	Pass	
17	13143	Annual Inspection	8/11/2016	Fail	9/9/2016	N/A	Has not passed HQS
18	99175	Initial Inspection	1/6/2016	Pass			
19	11765	Annual Inspection	6/7/2016	Pass			
20	98620	Annual Inspection	12/23/2015	Fail	1/11/2016	Pass	
21	94949	Annual Inspection	3/7/2016	Fail	4/5/2016	Pass	



	A	B	C	D	E	F	G
22	<b>ID #</b>	<b>Inspection Type</b>	<b>Inspection Date</b>	<b>Inspection Result</b>	<b>Re-Inspection Date if Required</b>	<b>Re-Inspection Result</b>	<b>Summary</b>
23	11655	Annual Inspection	6/7/2016	Fail	6/29/2016	Pass	
24	13070	Annual Inspection	7/1/2016	Fail	8/1/2016	Pass	
25	12467	Annual Inspection	7/18/2016	Pass			
26	13310	Initial Inspection	12/16/2015	Pass			
27	12405	Initial Inspection	3/7/2016	Pass			
28	96265	Initial Inspection	4/13/2016	Pass			
29	12315	Initial Inspection	6/6/2016	Pass			
30	98887	Initial Inspection	5/2/2016	Pass			
31	94057	Initial Inspection	6/6/2016	Pass			
32	99833	Initial Inspection	7/11/2016	Pass			





Office of Community Planning and Development  
U.S. Department of Housing and Urban Development  
Integrated Disbursement and Information System  
PR26 - CDBG Financial Summary Report  
Program Year 2015  
LAWRENCE , KS

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TIME: 10:54  
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PART I: SUMMARY OF CDBG RESOURCES

01 UNEXPENDED CDBG FUNDS AT END OF PREVIOUS PROGRAM YEAR	752,569.77
02 ENTITLEMENT GRANT	680,090.00
03 SURPLUS URBAN RENEWAL	0.00
04 SECTION 108 GUARANTEED LOAN FUNDS	0.00
05 CURRENT YEAR PROGRAM INCOME	146,710.00
05a CURRENT YEAR SECTION 108 PROGRAM INCOME (FOR SI TYPE)	0.00
06 FUNDS RETURNED TO THE LINE-OF-CREDIT	0.00
06a FUNDS RETURNED TO THE LOCAL CDBG ACCOUNT	0.00
07 ADJUSTMENT TO COMPUTE TOTAL AVAILABLE	0.00
08 TOTAL AVAILABLE (SUM, LINES 01-07)	1,579,369.77

PART II: SUMMARY OF CDBG EXPENDITURES

09 DISBURSEMENTS OTHER THAN SECTION 108 REPAYMENTS AND PLANNING/ADMINISTRATION	620,542.70
10 ADJUSTMENT TO COMPUTE TOTAL AMOUNT SUBJECT TO LOW/MOD BENEFIT	0.00
11 AMOUNT SUBJECT TO LOW/MOD BENEFIT (LINE 09 + LINE 10)	620,542.70
12 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION	164,100.21
13 DISBURSED IN IDIS FOR SECTION 108 REPAYMENTS	0.00
14 ADJUSTMENT TO COMPUTE TOTAL EXPENDITURES	0.00
15 TOTAL EXPENDITURES (SUM, LINES 11-14)	784,642.91
16 UNEXPENDED BALANCE (LINE 08 - LINE 15)	794,726.86

PART III: LOW/MOD BENEFIT THIS REPORTING PERIOD

17 EXPENDED FOR LOW/MOD HOUSING IN SPECIAL AREAS	0.00
18 EXPENDED FOR LOW/MOD MULTI-UNIT HOUSING	0.00
19 DISBURSED FOR OTHER LOW/MOD ACTIVITIES	620,542.70
20 ADJUSTMENT TO COMPUTE TOTAL LOW/MOD CREDIT	0.00
21 TOTAL LOW/MOD CREDIT (SUM, LINES 17-20)	620,542.70
22 PERCENT LOW/MOD CREDIT (LINE 21/LINE 11)	100.00%

LOW/MOD BENEFIT FOR MULTI-YEAR CERTIFICATIONS

23 PROGRAM YEARS(PY) COVERED IN CERTIFICATION	PY: 2015 PY: PY:
24 CUMULATIVE NET EXPENDITURES SUBJECT TO LOW/MOD BENEFIT CALCULATION	0.00
25 CUMULATIVE EXPENDITURES BENEFITING LOW/MOD PERSONS	0.00
26 PERCENT BENEFIT TO LOW/MOD PERSONS (LINE 25/LINE 24)	0.00%

PART IV: PUBLIC SERVICE (PS) CAP CALCULATIONS

27 DISBURSED IN IDIS FOR PUBLIC SERVICES	96,961.73
28 PS UNLIQUIDATED OBLIGATIONS AT END OF CURRENT PROGRAM YEAR	4,446.81
29 PS UNLIQUIDATED OBLIGATIONS AT END OF PREVIOUS PROGRAM YEAR	7,635.94
30 ADJUSTMENT TO COMPUTE TOTAL PS OBLIGATIONS	0.00
31 TOTAL PS OBLIGATIONS (LINE 27 + LINE 28 - LINE 29 + LINE 30)	93,772.60
32 ENTITLEMENT GRANT	680,090.00
33 PRIOR YEAR PROGRAM INCOME	177,293.11
34 ADJUSTMENT TO COMPUTE TOTAL SUBJECT TO PS CAP	0.00
35 TOTAL SUBJECT TO PS CAP (SUM, LINES 32-34)	857,383.11
36 PERCENT FUNDS OBLIGATED FOR PS ACTIVITIES (LINE 31/LINE 35)	10.94%

PART V: PLANNING AND ADMINISTRATION (PA) CAP

37 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION	164,100.21
38 PA UNLIQUIDATED OBLIGATIONS AT END OF CURRENT PROGRAM YEAR	0.00
39 PA UNLIQUIDATED OBLIGATIONS AT END OF PREVIOUS PROGRAM YEAR	0.00
40 ADJUSTMENT TO COMPUTE TOTAL PA OBLIGATIONS	0.00
41 TOTAL PA OBLIGATIONS (LINE 37 + LINE 38 - LINE 39 + LINE 40)	164,100.21
42 ENTITLEMENT GRANT	680,090.00
43 CURRENT YEAR PROGRAM INCOME	146,710.00
44 ADJUSTMENT TO COMPUTE TOTAL SUBJECT TO PA CAP	0.00
45 TOTAL SUBJECT TO PA CAP (SUM, LINES 42-44)	826,800.00
46 PERCENT FUNDS OBLIGATED FOR PA ACTIVITIES (LINE 41/LINE 45)	19.85%





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

Report returned no data.

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

Report returned no data.

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

Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2014	6	2230	5856701	PUBLIC WORKS - UNITED WAY PARKING IMPROVEMENTS	03	LMC	\$6,131.87
					03	Matrix Code	\$6,131.87
2015	7	2264	5868233	Public Works - Pedestrian Hybrid Beacon Light 5th & Maine	03K	LMA	\$10,764.00
2015	7	2264	5889275	Public Works - Pedestrian Hybrid Beacon Light 5th & Maine	03K	LMA	\$4,042.50
2015	7	2264	5920346	Public Works - Pedestrian Hybrid Beacon Light 5th & Maine	03K	LMA	\$4,685.00
2015	7	2265	5882080	Public Works - Pedestrian Hybrid Beacon 2801 W 31st St.	03K	LMC	\$2,350.00
2015	7	2265	5889275	Public Works - Pedestrian Hybrid Beacon 2801 W 31st St.	03K	LMC	\$4,042.50
2015	7	2265	5899158	Public Works - Pedestrian Hybrid Beacon 2801 W 31st St.	03K	LMC	\$8,130.00
2015	7	2265	5920346	Public Works - Pedestrian Hybrid Beacon 2801 W 31st St.	03K	LMC	\$5,080.00
					03K	Matrix Code	\$39,094.00
2014	6	2195	5856701	PUBLIC WORKS - SIDEWALKS	03L	LMA	\$43,874.42
2014	6	2195	5899158	PUBLIC WORKS - SIDEWALKS	03L	LMA	\$89,998.58
2014	6	2195	5929807	PUBLIC WORKS - SIDEWALKS	03L	LMA	\$7,403.54
					03L	Matrix Code	\$141,276.54
2015	10	2234	5881987	BROOK CREEK NEIGHBORHOOD ASSOCIATION	05	LMA	\$1,076.56
2015	10	2234	5882080	BROOK CREEK NEIGHBORHOOD ASSOCIATION	05	LMA	\$1,142.99
2015	10	2234	5889275	BROOK CREEK NEIGHBORHOOD ASSOCIATION	05	LMA	\$655.00
2015	10	2234	5899158	BROOK CREEK NEIGHBORHOOD ASSOCIATION	05	LMA	\$16.13
2015	10	2234	5904058	BROOK CREEK NEIGHBORHOOD ASSOCIATION	05	LMA	\$360.00
2015	10	2234	5920346	BROOK CREEK NEIGHBORHOOD ASSOCIATION	05	LMA	\$245.00
2015	10	2234	5924210	BROOK CREEK NEIGHBORHOOD ASSOCIATION	05	LMA	\$315.00
2015	10	2234	5929807	BROOK CREEK NEIGHBORHOOD ASSOCIATION	05	LMA	\$1,089.13
2015	10	2234	5946637	BROOK CREEK NEIGHBORHOOD ASSOCIATION	05	LMA	\$315.00
2015	10	2235	5881985	EAST LAWRENCE NEIGHBORHOOD ASSOCIATION	05	LMA	\$400.00
2015	10	2235	5881987	EAST LAWRENCE NEIGHBORHOOD ASSOCIATION	05	LMA	\$800.00
2015	10	2235	5882080	EAST LAWRENCE NEIGHBORHOOD ASSOCIATION	05	LMA	\$400.00
2015	10	2235	5889275	EAST LAWRENCE NEIGHBORHOOD ASSOCIATION	05	LMA	\$1,297.35
2015	10	2235	5899158	EAST LAWRENCE NEIGHBORHOOD ASSOCIATION	05	LMA	\$400.00
2015	10	2235	5904058	EAST LAWRENCE NEIGHBORHOOD ASSOCIATION	05	LMA	\$400.00
2015	10	2235	5924210	EAST LAWRENCE NEIGHBORHOOD ASSOCIATION	05	LMA	\$400.00
2015	10	2235	5929807	EAST LAWRENCE NEIGHBORHOOD ASSOCIATION	05	LMA	\$400.00
2015	10	2235	5946637	EAST LAWRENCE NEIGHBORHOOD ASSOCIATION	05	LMA	\$800.00
2015	10	2235	5955817	EAST LAWRENCE NEIGHBORHOOD ASSOCIATION	05	LMA	\$979.15
2015	10	2236	5881982	NORTH LAWRENCE IMPROVEMENT ASSOCIATION	05	LMA	\$150.00
2015	10	2236	5881985	NORTH LAWRENCE IMPROVEMENT ASSOCIATION	05	LMA	\$1,242.60
2015	10	2236	5881987	NORTH LAWRENCE IMPROVEMENT ASSOCIATION	05	LMA	\$904.51
2015	10	2236	5882080	NORTH LAWRENCE IMPROVEMENT ASSOCIATION	05	LMA	\$65.95
2015	10	2236	5889275	NORTH LAWRENCE IMPROVEMENT ASSOCIATION	05	LMA	\$426.89
2015	10	2236	5899158	NORTH LAWRENCE IMPROVEMENT ASSOCIATION	05	LMA	\$351.95
2015	10	2236	5904058	NORTH LAWRENCE IMPROVEMENT ASSOCIATION	05	LMA	\$429.67
2015	10	2236	5920346	NORTH LAWRENCE IMPROVEMENT ASSOCIATION	05	LMA	\$75.01
2015	10	2236	5924210	NORTH LAWRENCE IMPROVEMENT ASSOCIATION	05	LMA	\$1,161.90
2015	10	2236	5929807	NORTH LAWRENCE IMPROVEMENT ASSOCIATION	05	LMA	\$426.50
2015	10	2236	5946637	NORTH LAWRENCE IMPROVEMENT ASSOCIATION	05	LMA	\$89.50
2015	10	2237	5881987	PINCKNEY NEIGHBORHOOD ASSOCIATION	05	LMA	\$622.80
2015	10	2237	5889275	PINCKNEY NEIGHBORHOOD ASSOCIATION	05	LMA	\$600.00
2015	10	2237	5904058	PINCKNEY NEIGHBORHOOD ASSOCIATION	05	LMA	\$1,095.89





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Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2015	10	2237	5920346	PINCKNEY NEIGHBORHOOD ASSOCIATION	05	LMA	\$300.00
2015	10	2237	5924210	PINCKNEY NEIGHBORHOOD ASSOCIATION	05	LMA	\$923.04
2015	10	2237	5929807	PINCKNEY NEIGHBORHOOD ASSOCIATION	05	LMA	\$300.00
2015	10	2237	5946637	PINCKNEY NEIGHBORHOOD ASSOCIATION	05	LMA	\$300.00
2015	10	2237	5955817	PINCKNEY NEIGHBORHOOD ASSOCIATION	05	LMA	\$300.00
2015	11	2238	5881982	EMERGENCY SERVICES COUNCIL	05	LMC	\$3,968.96
2015	11	2238	5881985	EMERGENCY SERVICES COUNCIL	05	LMC	\$5,621.85
2015	11	2238	5881987	EMERGENCY SERVICES COUNCIL	05	LMC	\$409.19
2015	11	2239	5955817	Catholic Charities of NE Kansas EA	05	LMC	\$5,000.00
2015	11	2240	5881985	HOUSING AND CREDIT COUNSELING, INC.	05	LMC	\$1,275.00
2015	11	2240	5881987	HOUSING AND CREDIT COUNSELING, INC.	05	LMC	\$2,040.00
2015	11	2240	5882080	HOUSING AND CREDIT COUNSELING, INC.	05	LMC	\$1,445.00
2015	11	2240	5889275	HOUSING AND CREDIT COUNSELING, INC.	05	LMC	\$2,550.00
2015	11	2240	5904058	HOUSING AND CREDIT COUNSELING, INC.	05	LMC	\$850.00
2015	11	2240	5920346	HOUSING AND CREDIT COUNSELING, INC.	05	LMC	\$935.00
2015	11	2240	5924210	HOUSING AND CREDIT COUNSELING, INC.	05	LMC	\$905.00
2015	11	2241	5881985	Heartland Community Health Center	05	LMC	\$220.57
2015	11	2241	5881987	Heartland Community Health Center	05	LMC	\$250.00
2015	11	2241	5889275	Heartland Community Health Center	05	LMC	\$500.00
2015	11	2241	5904058	Heartland Community Health Center	05	LMC	\$493.95
2015	11	2241	5920346	Heartland Community Health Center	05	LMC	\$989.69
2015	11	2241	5924210	Heartland Community Health Center	05	LMC	\$500.00
2015	11	2241	5946637	Heartland Community Health Center	05	LMC	\$500.00
2015	11	2241	5955817	Heartland Community Health Center	05	LMC	\$250.00
2015	11	2242	5929807	LAWRENCE COMMUNITY SHELTER	05	LMC	\$40,000.00
2015	11	2243	5881985	Success By 6	05	LMC	\$575.00
2015	11	2243	5882080	Success By 6	05	LMC	\$1,816.98
2015	11	2243	5889275	Success By 6	05	LMC	\$1,017.87
2015	11	2243	5904058	Success By 6	05	LMC	\$1,220.00
2015	11	2243	5929807	Success By 6	05	LMC	\$460.00
2015	11	2243	5955817	Success By 6	05	LMC	\$1,910.15
					05	Matrix Code	\$96,961.73
2014	1	2231	5904058	1334 BROOK ST., TTH	14A	LMH	\$3,298.11
2014	1	2231	5946637	1334 BROOK ST., TTH	14A	LMH	\$16,378.26
2014	5	2214	5856696	1554 LEGEND TRAIL DR., MATTHEY,C.	14A	LMH	\$885.00
2014	5	2214	5856701	1554 LEGEND TRAIL DR., MATTHEY,C.	14A	LMH	\$450.00
2014	5	2216	5856696	110 N. MICHIGAN ST. LOT 95, ALLEN, G.	14A	LMH	\$2,350.00
2014	5	2227	5856696	1510 E 13TH ST, SCHUSTER, C	14A	LMH	\$600.00
2014	5	2227	5899158	1510 E 13TH ST, SCHUSTER, C	14A	LMH	\$265.00
2014	5	2228	5856696	1300 FAIR LN, POLY, J	14A	LMH	\$5,000.00
2014	5	2229	5856696	1121 PENNSYLVANIA ST, ROBINSON, S	14A	LMH	\$4,800.00
2015	5	2250	5856696	2600 RAWHIDE LN.	14A	LMH	\$4,410.00
2015	5	2251	5868233	1944 LEARNARD AVE.	14A	LMH	\$4,500.00
2015	5	2252	5899158	1425 NEW YORK ST.	14A	LMH	\$4,979.00
2015	5	2253	5856701	535 INDIANA ST.	14A	LMH	\$5,000.00
2015	5	2254	5856701	1121 PENNSYLVANIA ST.	14A	LMH	\$5,000.00
2015	5	2256	5889275	1313 ELMWOOD ST.	14A	LMH	\$5,000.00
2015	5	2272	5904058	110 N. MICHIGAN #79	14A	LMH	\$1,900.00
2015	5	2276	5924210	346 INDIANA ST	14A	LMH	\$2,815.00
2015	5	2276	5946637	346 INDIANA ST	14A	LMH	\$1,495.00
2015	5	2279	5929807	101 N MICHIGAN LOT 76	14A	LMH	\$2,242.50
2015	5	2282	5946637	2545 OUSDAHL RD	14A	LMH	\$5,000.00
2015	5	2283	5946637	832 LOCUST ST	14A	LMH	\$3,700.00
2015	5	2286	5946637	2305 ATCHISON AVE	14A	LMH	\$3,527.62
2015	5	2287	5955817	220 N 6TH ST	14A	LMH	\$2,400.00
2015	6	2255	5899158	1313 ELMWOOD ST.	14A	LMH	\$3,801.00
2015	6	2255	5929807	1313 ELMWOOD ST.	14A	LMH	\$1,199.00





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2015	6	2257	5899158	2305 ATCHISON ST.	14A	LMH	\$2,806.72
2015	6	2270	5899158	3323 IOWA ST. LOT 333	14A	LMH	\$2,500.00
2015	6	2271	5904058	5910 LONGLEAF CIR.	14A	LMH	\$5,000.00
2015	6	2274	5946637	622 UTAH CT.	14A	LMH	\$5,000.00
2015	6	2280	5946637	2200 HARPER ST. LOT B-1	14A	LMH	\$1,400.00
2015	6	2280	5955817	2200 HARPER ST. LOT B-1	14A	LMH	\$642.85
2015	6	2285	5946637	4712 W 24th St.	14A	LMH	\$3,477.88
2015	8	2258	5882080	1301 E 25TH TER.	14A	LMH	\$850.00
2015	8	2259	5899158	2200 HARPER ST. LOT C25	14A	LMH	\$6,200.00
2015	8	2260	5889275	3323 IOWA ST. LOT 280	14A	LMH	\$7,210.00
2015	8	2267	5889275	101 N MICHIGAN ST. LOT 20	14A	LMH	\$6,100.00
2015	8	2268	5889275	113 PINECONE DR.	14A	LMH	\$5,452.50
2015	8	2277	5924210	1908 E 19TH ST E-18	14A	LMH	\$8,150.00
2015	8	2284	5946637	111 PINECONE DR.	14A	LMH	\$1,397.50
					14A	Matrix Code	\$147,182.94
2015	4	2269	5889275	Weatherization Program	14F	LMH	\$11,628.37
2015	4	2269	5899158	Weatherization Program	14F	LMH	\$24,081.64
2015	4	2281	5929807	Weatherization Program Supplemental	14F	LMH	\$305.34
					14F	Matrix Code	\$36,015.35
2015	2	2247	5856696	CDD-PROGRAM DELIVERY	14H	LMH	\$11,448.19
2015	2	2247	5856701	CDD-PROGRAM DELIVERY	14H	LMH	\$11,564.06
2015	2	2247	5868233	CDD-PROGRAM DELIVERY	14H	LMH	\$10,937.20
2015	2	2247	5882080	CDD-PROGRAM DELIVERY	14H	LMH	\$10,463.33
2015	2	2247	5889275	CDD-PROGRAM DELIVERY	14H	LMH	\$19,277.23
2015	2	2247	5899158	CDD-PROGRAM DELIVERY	14H	LMH	\$8,581.79
2015	2	2247	5904058	CDD-PROGRAM DELIVERY	14H	LMH	\$11,020.48
2015	2	2247	5920346	CDD-PROGRAM DELIVERY	14H	LMH	\$12,180.02
2015	2	2247	5924210	CDD-PROGRAM DELIVERY	14H	LMH	\$11,600.65
2015	2	2247	5929807	CDD-PROGRAM DELIVERY	14H	LMH	\$9,394.91
2015	2	2247	5929808	CDD-PROGRAM DELIVERY	14H	LMH	\$2,280.00
2015	2	2247	5946637	CDD-PROGRAM DELIVERY	14H	LMH	\$14,797.40
2015	2	2247	5955817	CDD-PROGRAM DELIVERY	14H	LMH	\$16,857.54
2015	8	2246	5882080	INDEPENDENCE, INC PROGRAM DELIVERY	14H	LMH	\$85.00
2015	8	2246	5889275	INDEPENDENCE, INC PROGRAM DELIVERY	14H	LMH	\$1,876.00
2015	8	2246	5904058	INDEPENDENCE, INC PROGRAM DELIVERY	14H	LMH	\$620.00
2015	8	2246	5924210	INDEPENDENCE, INC PROGRAM DELIVERY	14H	LMH	\$815.00
2015	8	2246	5946637	INDEPENDENCE, INC PROGRAM DELIVERY	14H	LMH	\$81.47
					14H	Matrix Code	\$153,880.27
Total							\$620,542.70

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

Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2015	10	2234	5881987	BROOK CREEK NEIGHBORHOOD ASSOCIATION	05	LMA	\$1,076.56
2015	10	2234	5882080	BROOK CREEK NEIGHBORHOOD ASSOCIATION	05	LMA	\$1,142.99
2015	10	2234	5889275	BROOK CREEK NEIGHBORHOOD ASSOCIATION	05	LMA	\$655.00
2015	10	2234	5899158	BROOK CREEK NEIGHBORHOOD ASSOCIATION	05	LMA	\$16.13
2015	10	2234	5904058	BROOK CREEK NEIGHBORHOOD ASSOCIATION	05	LMA	\$360.00
2015	10	2234	5920346	BROOK CREEK NEIGHBORHOOD ASSOCIATION	05	LMA	\$245.00
2015	10	2234	5924210	BROOK CREEK NEIGHBORHOOD ASSOCIATION	05	LMA	\$315.00
2015	10	2234	5929807	BROOK CREEK NEIGHBORHOOD ASSOCIATION	05	LMA	\$1,089.13
2015	10	2234	5946637	BROOK CREEK NEIGHBORHOOD ASSOCIATION	05	LMA	\$315.00
2015	10	2235	5881985	EAST LAWRENCE NEIGHBORHOOD ASSOCIATION	05	LMA	\$400.00
2015	10	2235	5881987	EAST LAWRENCE NEIGHBORHOOD ASSOCIATION	05	LMA	\$800.00
2015	10	2235	5882080	EAST LAWRENCE NEIGHBORHOOD ASSOCIATION	05	LMA	\$400.00





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Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2015	10	2235	5889275	EAST LAWRENCE NEIGHBORHOOD ASSOCIATION	05	LMA	\$1,297.35
2015	10	2235	5899158	EAST LAWRENCE NEIGHBORHOOD ASSOCIATION	05	LMA	\$400.00
2015	10	2235	5904058	EAST LAWRENCE NEIGHBORHOOD ASSOCIATION	05	LMA	\$400.00
2015	10	2235	5924210	EAST LAWRENCE NEIGHBORHOOD ASSOCIATION	05	LMA	\$400.00
2015	10	2235	5929807	EAST LAWRENCE NEIGHBORHOOD ASSOCIATION	05	LMA	\$400.00
2015	10	2235	5946637	EAST LAWRENCE NEIGHBORHOOD ASSOCIATION	05	LMA	\$800.00
2015	10	2235	5955817	EAST LAWRENCE NEIGHBORHOOD ASSOCIATION	05	LMA	\$979.15
2015	10	2236	5881982	NORTH LAWRENCE IMPROVEMENT ASSOCIATION	05	LMA	\$150.00
2015	10	2236	5881985	NORTH LAWRENCE IMPROVEMENT ASSOCIATION	05	LMA	\$1,242.60
2015	10	2236	5881987	NORTH LAWRENCE IMPROVEMENT ASSOCIATION	05	LMA	\$904.51
2015	10	2236	5882080	NORTH LAWRENCE IMPROVEMENT ASSOCIATION	05	LMA	\$65.95
2015	10	2236	5889275	NORTH LAWRENCE IMPROVEMENT ASSOCIATION	05	LMA	\$426.89
2015	10	2236	5899158	NORTH LAWRENCE IMPROVEMENT ASSOCIATION	05	LMA	\$351.95
2015	10	2236	5904058	NORTH LAWRENCE IMPROVEMENT ASSOCIATION	05	LMA	\$429.67
2015	10	2236	5920346	NORTH LAWRENCE IMPROVEMENT ASSOCIATION	05	LMA	\$75.01
2015	10	2236	5924210	NORTH LAWRENCE IMPROVEMENT ASSOCIATION	05	LMA	\$1,161.90
2015	10	2236	5929807	NORTH LAWRENCE IMPROVEMENT ASSOCIATION	05	LMA	\$426.50
2015	10	2236	5946637	NORTH LAWRENCE IMPROVEMENT ASSOCIATION	05	LMA	\$89.50
2015	10	2237	5881987	PINCKNEY NEIGHBORHOOD ASSOCIATION	05	LMA	\$622.80
2015	10	2237	5889275	PINCKNEY NEIGHBORHOOD ASSOCIATION	05	LMA	\$600.00
2015	10	2237	5904058	PINCKNEY NEIGHBORHOOD ASSOCIATION	05	LMA	\$1,095.89
2015	10	2237	5920346	PINCKNEY NEIGHBORHOOD ASSOCIATION	05	LMA	\$300.00
2015	10	2237	5924210	PINCKNEY NEIGHBORHOOD ASSOCIATION	05	LMA	\$923.04
2015	10	2237	5929807	PINCKNEY NEIGHBORHOOD ASSOCIATION	05	LMA	\$300.00
2015	10	2237	5946637	PINCKNEY NEIGHBORHOOD ASSOCIATION	05	LMA	\$300.00
2015	10	2237	5955817	PINCKNEY NEIGHBORHOOD ASSOCIATION	05	LMA	\$300.00
2015	11	2238	5881982	EMERGENCY SERVICES COUNCIL	05	LMC	\$3,968.96
2015	11	2238	5881985	EMERGENCY SERVICES COUNCIL	05	LMC	\$5,621.85
2015	11	2238	5881987	EMERGENCY SERVICES COUNCIL	05	LMC	\$409.19
2015	11	2239	5955817	Catholic Charities of NE Kansas EA	05	LMC	\$5,000.00
2015	11	2240	5881985	HOUSING AND CREDIT COUNSELING, INC.	05	LMC	\$1,275.00
2015	11	2240	5881987	HOUSING AND CREDIT COUNSELING, INC.	05	LMC	\$2,040.00
2015	11	2240	5882080	HOUSING AND CREDIT COUNSELING, INC.	05	LMC	\$1,445.00
2015	11	2240	5889275	HOUSING AND CREDIT COUNSELING, INC.	05	LMC	\$2,550.00
2015	11	2240	5904058	HOUSING AND CREDIT COUNSELING, INC.	05	LMC	\$850.00
2015	11	2240	5920346	HOUSING AND CREDIT COUNSELING, INC.	05	LMC	\$935.00
2015	11	2240	5924210	HOUSING AND CREDIT COUNSELING, INC.	05	LMC	\$905.00
2015	11	2241	5881985	Heartland Community Health Center	05	LMC	\$220.57
2015	11	2241	5881987	Heartland Community Health Center	05	LMC	\$250.00
2015	11	2241	5889275	Heartland Community Health Center	05	LMC	\$500.00
2015	11	2241	5904058	Heartland Community Health Center	05	LMC	\$493.95
2015	11	2241	5920346	Heartland Community Health Center	05	LMC	\$989.69
2015	11	2241	5924210	Heartland Community Health Center	05	LMC	\$500.00
2015	11	2241	5946637	Heartland Community Health Center	05	LMC	\$500.00
2015	11	2241	5955817	Heartland Community Health Center	05	LMC	\$250.00
2015	11	2242	5929807	LAWRENCE COMMUNITY SHELTER	05	LMC	\$40,000.00
2015	11	2243	5881985	Success By 6	05	LMC	\$575.00
2015	11	2243	5882080	Success By 6	05	LMC	\$1,816.98
2015	11	2243	5889275	Success By 6	05	LMC	\$1,017.87
2015	11	2243	5904058	Success By 6	05	LMC	\$1,220.00
2015	11	2243	5929807	Success By 6	05	LMC	\$460.00
2015	11	2243	5955817	Success By 6	05	LMC	\$1,910.15
					05	Matrix Code	\$96,961.73
Total							\$96,961.73

LINE 37 DETAIL: ACTIVITIES INCLUDED IN THE COMPUTATION OF LINE 37





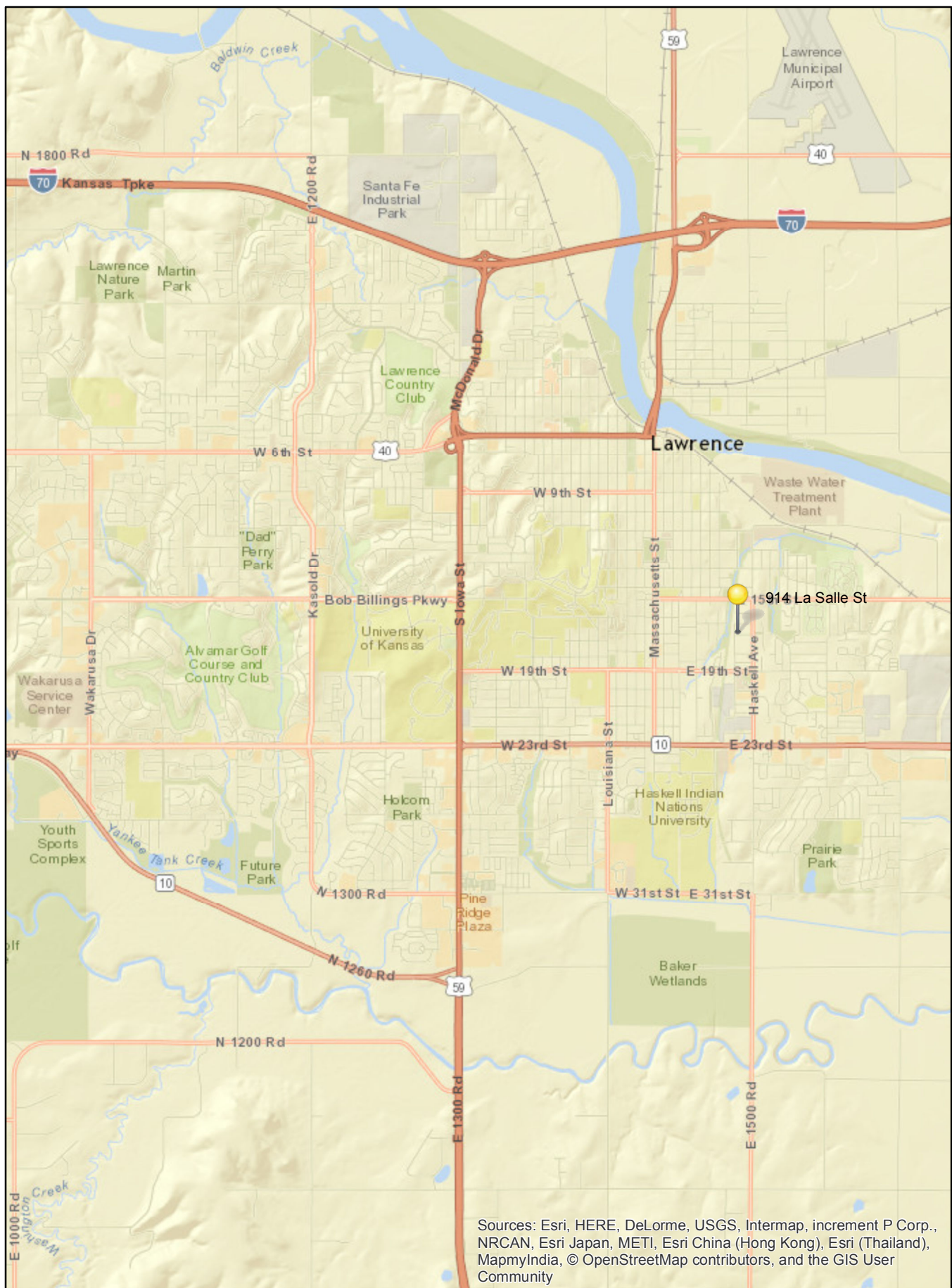


# 2015 Furnace Loan Program



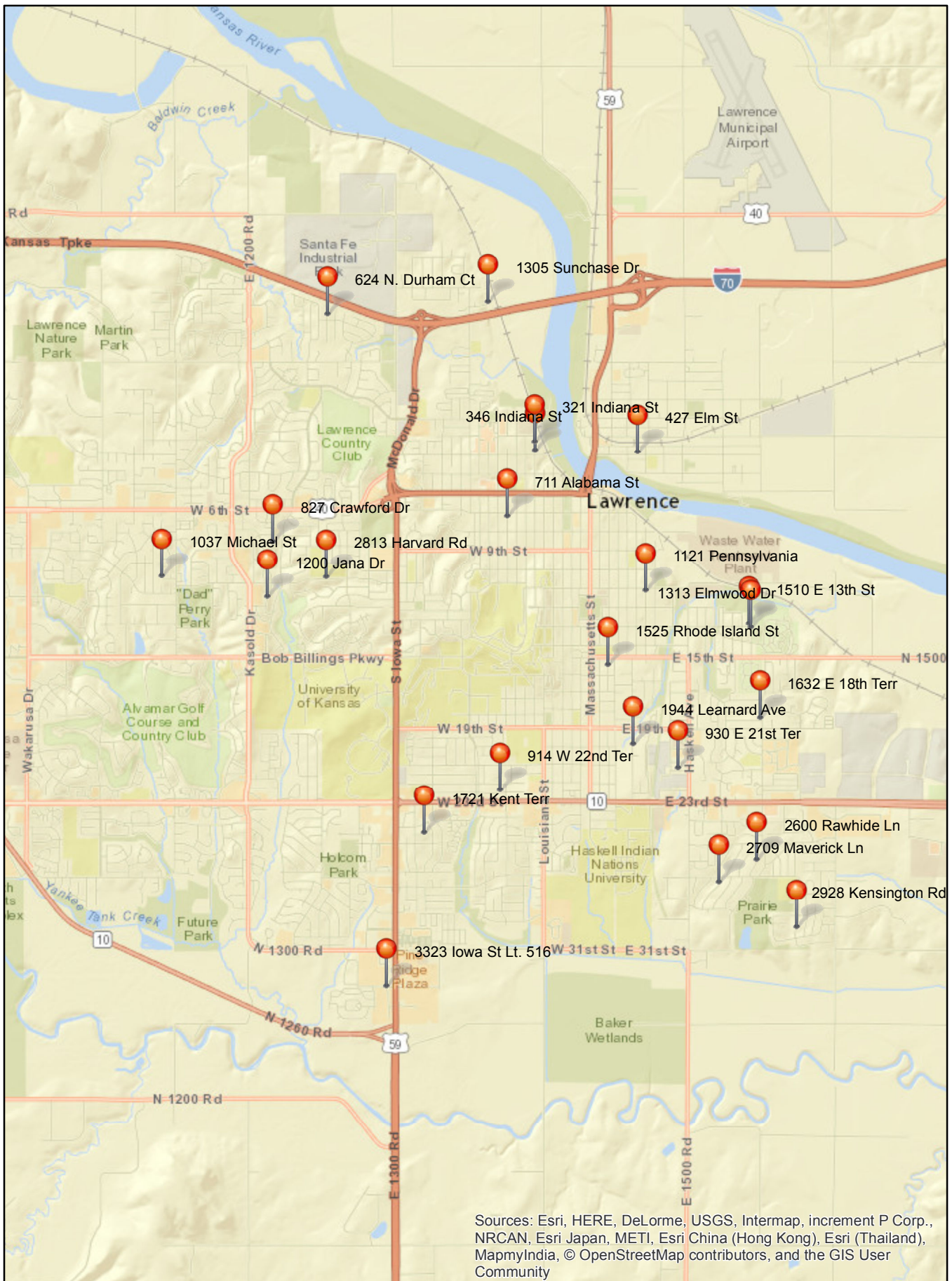


## 2015 Homeowner Housing Added





# 2015 Weatherization Program



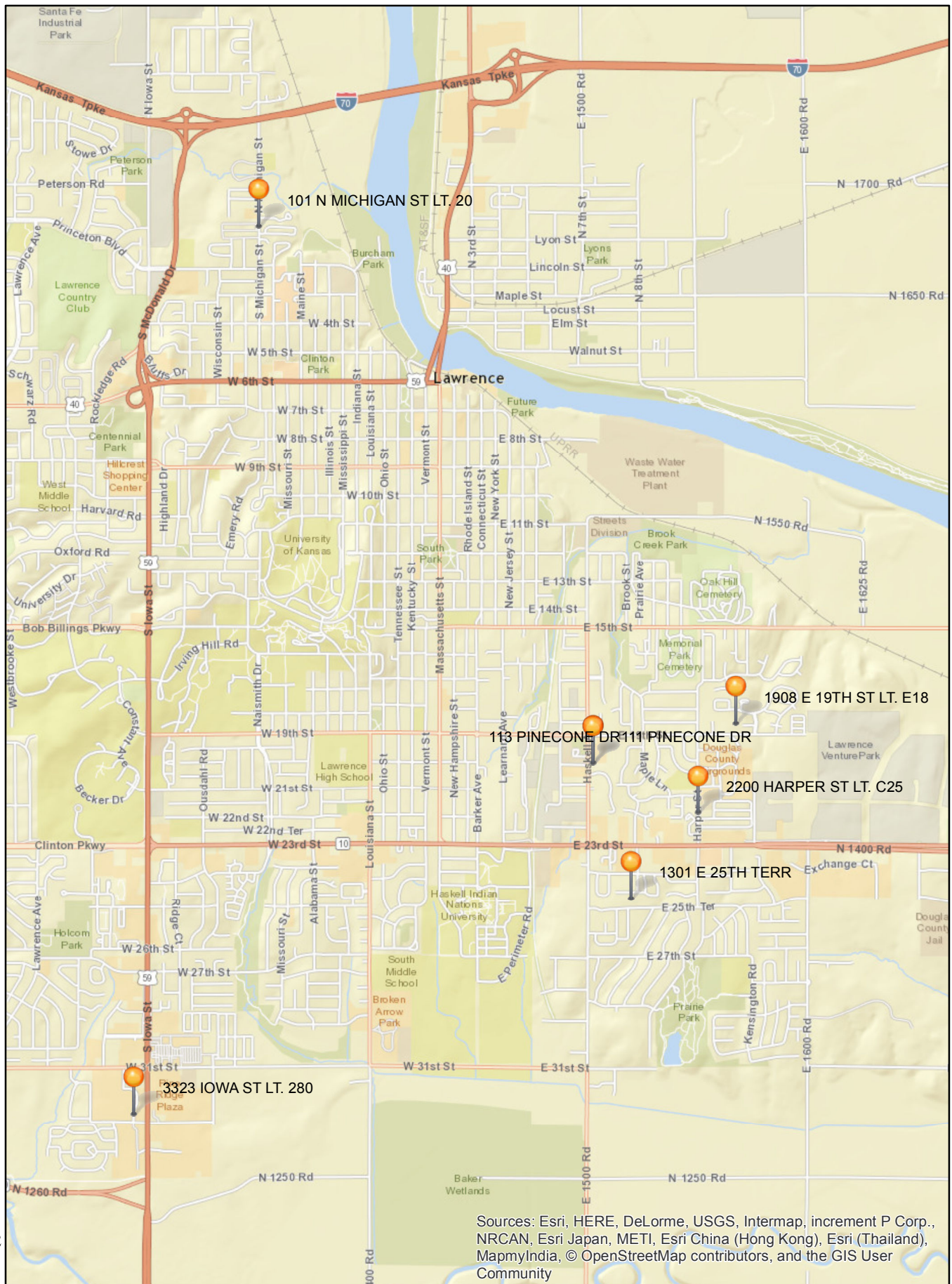


# 2015 First Time Homebuyer Program



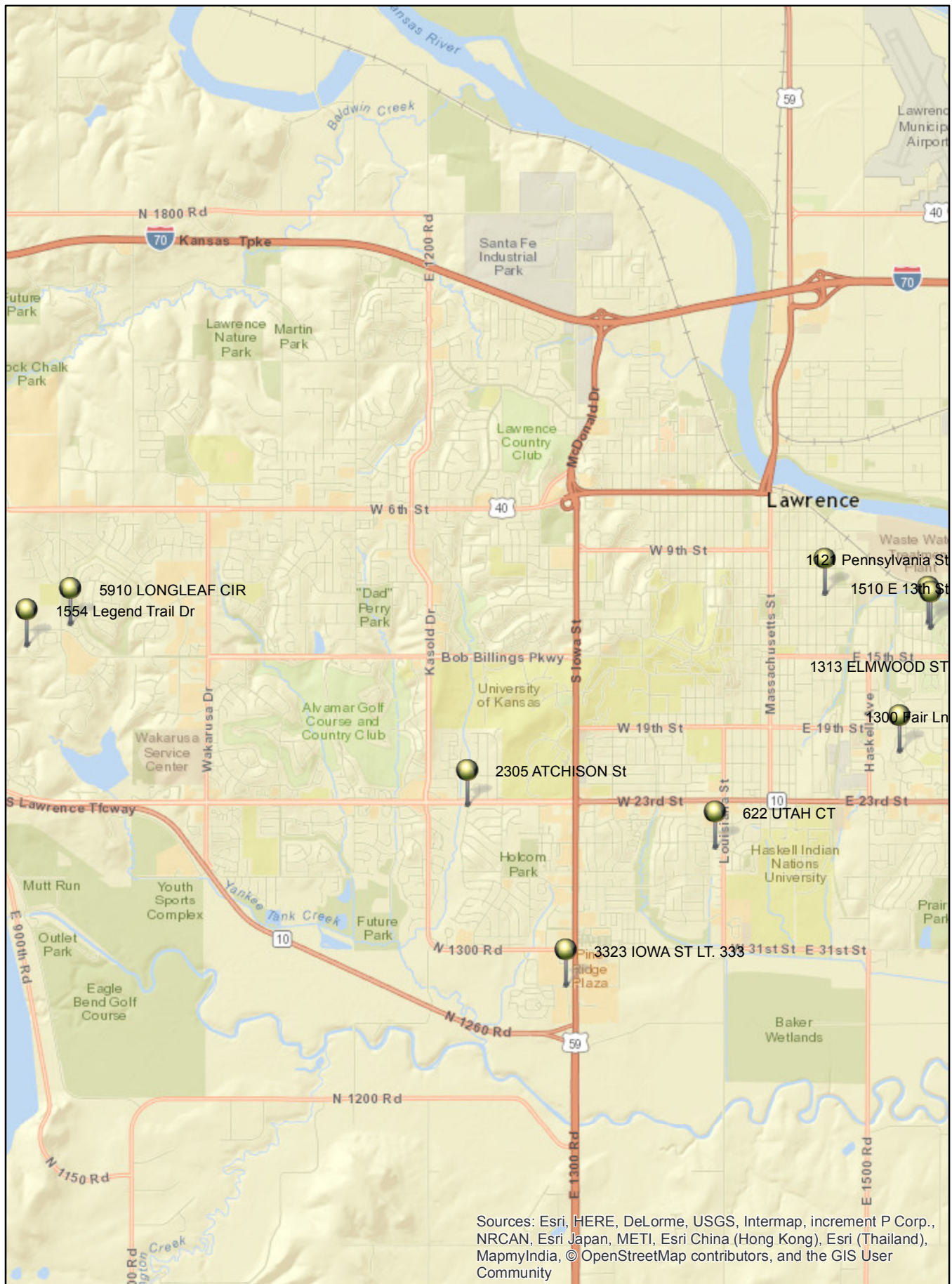


# 2015 Accessible Housing Program





# 2015 Emergency Loan Program





City of Lawrence, KS  
Community Development Advisory Committee  
September 22, 2016 Minutes (City Commission Room)

MEMBERS PRESENT: Alex Delaney, Jonathan Holley, James Minor, Kendall Simmons, Blake Swenson, Patrick Wilbur

MEMBERS ABSENT: Frank Brown, Jenna Coker, Steven Koprince

STAFF PRESENT: Danelle Dresslar, Brad Karr

PUBLIC PRESENT: None

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Delaney called the meeting to order at 5:48 p.m.

1. Approval of the September 8, 2016 Minutes.

Holley moved to approve the CDAC meeting minutes from September 8, 2016. Simmons seconded the motion. The motion passed 6-0.

2. Approval of Revised Application Documents.

Staff was notified by Wilbur of a few errors in the application packets; the errors were corrected. Delaney said he was impressed with the new application packets and hoped they help streamline the application process. Simmons moved to approve the revised application packets. Wilbur seconded the motion. The motion passed 6-0.

3. Calendar – Next meeting January 12, 2017.

Dresslar reminded the committee the next meeting would be January 12, 2017 at 5:30 p.m.

4. (6:00PM) Recess Meeting to conduct Public Hearing (2015 CAPER and Update to the Citizen Participation Plan).

Delaney recessed the regular meeting of the CDAC to conduct the Public Hearing on the 2015 CAPER and the update to the Citizen Participation Plan. Holley asked if the \$1 neighborhood association membership fee was set by federal regulations. Dresslar said she thought it was part of the regulations; the association cannot charge more than \$1, but individuals can donate more.

Simmons asked what CAPER stood for. Dresslar said it is the Consolidated Annual Performance and Evaluation Report on the activities of the last grant year. The report was made available on September 15, 2016 and staff will take public comment on the report until October 15, 2016; the report will then be submitted to HUD.

Dresslar explained the Citizen Participation Plan has been updated to include additional information on the upcoming Assessment of Fair Housing. The document was made available on September 22, 2016 and staff will take public comment on it for fifteen days.

There was no public comment at the Public Hearing.



### 5. Reconvene Meeting.

Delaney reconvened the regular meeting of the CDAC.

### 6. Miscellaneous.

Dresslar updated the committee on the neighborhood newsletter coordinated print bid. The specifications of each neighborhood newsletter were given to the City's current print bid winner. The resulting bid was less for some of the neighborhoods but more for others. Staff recommended the neighborhood associations get together and get quotes from other printers to try to lower each neighborhood's cost.

### 7. Public Comment.

There was no public comment.

### 8. Adjourn.

Holley moved to adjourn the September 22, 2016 meeting of the CDAC at 6:06 p.m. Simmons seconded the motion. The motion passed 6-0.

### Attendance Record

Members	Jan 14	Jan 28	Feb 11	Feb 25	Mar 10	Apr 14	Apr 28	Sep 8	Sep 22							
Frank Brown	+*	+	E	+	+	+	+	+	U							
Jenna Coker	+	+	+	E	+	+	+	+	E							
Alex Delaney	+	+	+	+	+	+	+	+	+**							
Jonathan Holley	U	U	U	+	+	+	+	+	+**							
Steven Koprince	+	+	E	E	+	+	+	E	U**							
James Minor	+	U	+	E	+	+	+	+	+							
Blake Swenson	+*	+	+	+	+	+	+	+	+							
Patrick Wilbur	+	+	+	E	+	+	+	+	+^							
Kendall Simmons			+*	+	+	+	+	E	+							

- E Excused Absence
- U Unexcused Absence
- X Meeting Cancelled – Weather Conditions
- Meeting Cancelled – Committee Vote/No Business
- \* First meeting after appointment
- \*\* Last Meeting Prior to expired term
- ^ Last Meeting



## Affidavit in Proof of Publication

STATE OF KANSAS

Douglas County

Shanice Varnado of the Legal Dept. of the Lawrence Daily Journal-World being first duly sworn, deposes and says:

That this daily newspaper printed in the State of Kansas, and published in and of general circulation in Douglas County, Kansas, with a general paid circulation on a daily basis in Douglas County, Kansas, and that said newspaper is not a trade, religious or fraternal publication, and which newspaper has been admitted to the mails as periodicals class matter in said County, and that a notice of which is hereto attached, was published in the regular and entire issue of the Lawrence Daily Journal-World

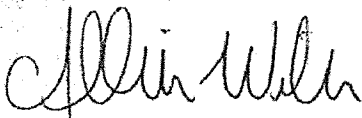
Said newspaper is published daily 365 days a year; has been so published continuously and uninterruptedly in said county and state for a period of more than five years prior to the first publication of said notice and been admitted at the post office of Lawrence in said County as second class matter.

That the attached notice is a true copy thereof and was published in the regular and entire issue of said newspaper for 1 consecutive days/weeks the first publication thereof being made as aforesaid on 09/15/2016 with publications being made on the following dates:

09/15/2016



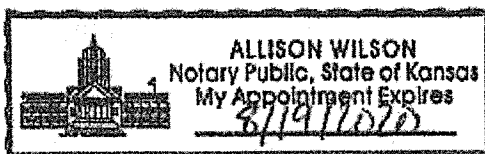
Subscribed and sworn to before me this 19th day of September, 2016.



Notary Public

My Appointment expires: 8/19/2020

Notary And Affidavit	\$0.00
Additional Copies	\$0.00
Publication Charges	\$842.40
	<u>\$842.40</u>





## NOTICE OF PUBLIC HEARING FOR THE CITY OF LAWRENCE

### COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) and HOME INVESTMENT PARTNERSHIPS (HOME) PROGRAMS

The City of Lawrence Community Development Division of Planning and Development Services Department will conduct an annual public hearing on its Community Development Block Grant (CDBG) and HOME Investment Partnerships (HOME) Programs with the Community Development Advisory Committee on **Thursday, September 22, 2016, at 6:00 P.M.** in the City Commission Chambers, First Floor, City Hall, 6 East 6th Street, Lawrence, Kansas, 66044.

The annual hearing is intended to provide the following:

1. A discussion of the City's performance in implementation of past CDBG and HOME activities, especially those funded during the past program year. The Consolidated Annual Performance and Evaluation Report (CAPER) will be completed and will be submitted to the U.S. Department of Housing and Urban Development (the federal agency which funds the program) by October 31, 2016. Copies of the performance report will be available for review on September 15, 2016, in the Community Development Division offices, 1 Riverfront Plaza, Level 1, Suite 110 and online at [www.lawrenceks.org/pds](http://www.lawrenceks.org/pds). The written comment period for the CAPER will be thirty (30) days from the date of the publication, until October 15, 2016. Written comments may be sent to the Community Development Division, P.O. Box 708, Lawrence, KS 66044 or emailed to [ddresslar@lawrenceks.org](mailto:ddresslar@lawrenceks.org).
2. General information about the CDBG and HOME programs, as well as the Consolidated Plan, including a discussion about the primary objectives of the programs, the "Step Up to Better Housing Strategy", and past and projected funding levels.
3. A forum for suggested future CDBG and HOME activities for the upcoming program year (August 1, 2017 to July 31, 2018), and to discuss procedures for making proposals for CDBG or HOME funded activities.
4. An opportunity for Lawrence citizens, public agencies, and other interested parties to express and discuss their opinions about the needs of low and moderate income persons, housing and community development needs, and other needs in Lawrence they feel are important.

#### Additional Public Hearing Discussion

The Community Development Advisory Committee will consider an amendment to the Citizen Participation Plan. Copies of the Citizen Participation Plan will be available for review on September 22, 2016, in the Community Development Division offices, 1 Riverfront Plaza, Level 1, Suite 110 and online at [www.lawrenceks.org/pds](http://www.lawrenceks.org/pds). The written comment period for the Citizen Participation Plan will be fifteen (15) days from the date of the public hearing, until October 10, 2016. Written comments may be sent to the Community Development Division, P.O. Box 708, Lawrence, KS 66044 or emailed to [ddresslar@lawrenceks.org](mailto:ddresslar@lawrenceks.org).

