



## DEPARTMENT OF COMMUNITY DEVELOPMENT SERVICES

*Grants Management Division*

### **m e m o r a n d u m**

**TO:** Elizabeth H. Tyler, FAICP, Community Development Director

**FROM:** Kelly H. Mierkowski, Manager, Grants Management Division

**DATE:** April 21, 2017

**SUBJECT:** **A RESOLUTION APPROVING THE CITY OF URBANA AND URBANA HOME CONSORTIUM FY 2017-2018 ANNUAL ACTION PLAN**

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#### **Description**

The City of Urbana, Grants Management Division, has prepared a City of Urbana and Urbana HOME Consortium (Champaign/Urbana/Champaign County) Annual Action Plan for FY 2017-2018. The Plan must be submitted to the US Department of Housing and Urban Development (HUD) by May 15, 2017 in order for the City of Urbana to continue to receive Community Development Block Grant (CDBG) and HOME Investment Partnerships (HOME) funding.

#### **Issues**

The issue is for the Community Development Commission (CDC) to review the Annual Action Plan for FY 2017-2018 and make any final recommendations.

#### **Background & Discussion**

With regard to the City's CDBG and HOME grants, all proposed activities' budgets will be proportionally increased or decreased from the estimated funding levels to match actual allocation amounts, once the City is notified of its allocation prior to submission of the Annual Action Plan (AAP) to HUD for approval, as recommended by the HUD Chicago Field Office staff. In FY 2016-2017, the HOME allocation was **\$641,206** and the CDBG allocation was **\$364,676**.

The Draft Annual Action Plan (AAP) for FY 2017-2018 includes potential budgets for utilizing the Urbana CDBG entitlement funds. The Draft AAP will also include amounts budgeted for the HOME Program with regard to Community Development Housing Organization (CHDO) Reserve Set-Aside and Program Administration. The draft budgets for HOME Program funding for the City of Champaign, Champaign County, and City of Urbana are included in this memo, with different potential scenarios for funding allocations.

## Options

The Community Development Commission can:

1. Forward the Resolution approving the Annual Action Plan for FY 2017-2018 to the Urbana City Council with a recommendation for approval.
2. Forward the Resolution approving the Annual Action Plan for FY 2017-2018 to the Urbana City Council with a recommendation for approval, with suggested changes.
3. Forward the Resolution to the Urbana City Council with a recommendation for disapproval.

## Fiscal Impact

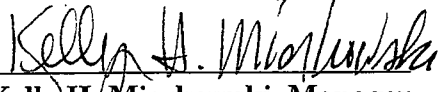
There are considerable fiscal impacts associated with the FY 2017-2018 Annual Action Plan. The main impact of the Annual Action Plan is that it sets priorities regarding funding availability and utilization of CDBG and HOME funding. If a proposed project is not consistent with the goals and strategies of the Annual Action Plan, the project cannot be funded with CDBG or HOME funding, unless the Plan is amended to include the project. The proposed Annual Action Plan FY 2017-2018 includes potential revenues from HUD of **\$364,676** in CDBG funds, and **\$641,206** in HOME program revenue.

Spreadsheets are included with this memo to reflect the fiscal analysis associated with programs and projects that staff is recommending. Current figures are shown, along with amounts for a 10% decrease in the budget and a 10% increase in the budget, as recommended by HUD Chicago Field Office staff.

## Recommendation

Staff recommends that the Community Development Commission forward the Resolution approving the City of Urbana and Urbana HOME Consortium Annual Action Plan FY 2017-2018 to the Urbana City Council with a recommendation for approval. The Committee of the Whole will consider the FY 2017-2018 Annual Action Plan at its meeting on April 24, 2017, with approval to be made at its May 1, 2017 City Council meeting.

Prepared By:

  
**Kelly H. Mierkowski, Manager**  
**Grants Management Division**

### Attachment:

1. A Resolution Approving the City of Urbana and Urbana HOME Consortium FY 2017-2018 Annual Action Plan
2. DRAFT City of Urbana and Urbana HOME Consortium Annual Action Plan for FY 2017-2018

## Scenario Budget #1:

### HOME PROGRAM FY 2017-2018 Proposed Budget

<b>HOME Grant Allocation (Estimated)</b>	<b>\$641,206.00</b>
<b>Administration (10%)</b>	<b>\$64,120.00</b>
Personnel	\$62,620.00
Other	\$1,500.00
<b>CHDO Set-Aside (15%)</b>	<b>\$96,180.00</b>
CHDO Project Applications (15%)	\$96,180.00
<b>CONSORTIUM SPLIT</b>	<b>\$480,906.00</b>
City of Champaign (50.0%)	\$240,453.00
County (18.1%)	\$87,044.00
Urbana (31.9%)	\$153,409.00
<b>TOTAL Budget</b>	<b>\$641,206.00</b>

### CDBG PROGRAM FY 2017-2018 Proposed Budget

<b>CDBG Federal Allocation (Estimated)</b>	<b>\$364,676.00</b>
<b>ADMINISTRATION (20%)</b>	<b>\$72,935.00</b>
Personnel	\$55,786.00
Other Administration (CDBG & HOME)	\$17,149.00
<b>PUBLIC SERVICE (15%)</b>	<b>\$54,701.00</b>
Transitional Housing (personnel)	\$29,623.00
Transitional Housing (programming)	\$16,078.00
Neighborhood Cleanup (\$4,000 CDBG; \$20,000 Other Funding)	\$4,000.00
Consolidated Social Service Fund	\$5,000.00
<b>AFFORDABLE HOUSING PROGRAMS</b>	<b>\$237,040.00</b>
<b>Housing-Related Program Delivery</b>	
Program Delivery (Personnel & misc.)	\$115,000.00
Case Preparation	\$1,000.00
<b>Housing-Related Programs</b>	
Emergency/Access	\$60,000.00
Urbana Senior Repair	\$15,000.00
Property Acquisition/Demolition/New Construction (estimated)	\$46,040.00
<b>TOTAL Budget</b>	<b>\$364,676.00</b>

**Scenario Budget #2 (10% Reduction):**

HOME PROGRAM FY 2017-2018 Proposed Budget

<b>HOME Grant Allocation (Estimated)</b>	<b>\$577,085.00</b>
<b>Administration (10%)</b>	<b>\$57,708.00</b>
Personnel	\$56,208.00
Other	\$1,500.00
<b>CHDO Set-Aside (15%)</b>	<b>\$86,562.00</b>
CHDO Project Applications (15%)	\$86,562.00
<b>CONSORTIUM SPLIT</b>	<b>\$432,814.00</b>
City of Champaign (50.0%)	\$216,407.00
County (18.1%)	\$78,339.00
Urbana (31.9%)	\$138,068.00
<b>TOTAL Budget</b>	<b>\$577,085.00</b>

CDBG PROGRAM FY 2017-2018 Proposed Budget

<b>CDBG Federal Allocation (Estimated)</b>	<b>\$328,209.00</b>
<b>ADMINISTRATION (20%)</b>	<b>\$65,641.00</b>
Personnel	\$50,641.00
Other Administration (CDBG & HOME)	\$15,000.00
<b>PUBLIC SERVICE (15%)</b>	<b>\$40,231.00</b>
Transitional Housing (personnel)	\$25,231.00
Transitional Housing (programming)	\$15,000.00
Neighborhood Cleanup (\$4,000 CDBG; \$1,000 Other Funding)	\$4,000.00
Consolidated Social Service Fund	\$5,000.00
<b>AFFORDABLE HOUSING PROGRAMS</b>	<b>\$222,337.00</b>
<b>Housing-Related Program Delivery</b>	
Program Delivery (Personnel & misc.)	\$115,000.00
Case Preparation	\$1,000.00
<b>Housing-Related Programs</b>	
Emergency/Access	\$60,000.00
Urbana Senior Repair	\$15,000.00
Property Acquisition/Demolition/New Construction (estimated)	\$31,337.00
<b>TOTAL Budget</b>	<b>\$328,209.00</b>

**Scenario Budget #3 (10% increase):**

HOME PROGRAM FY 2017-2018 Proposed Budget

<b>HOME Grant Allocation (Estimated)</b>	<b>\$705,326.00</b>
<b>Administration (10%)</b>	<b>\$70,532.00</b>
Personnel	\$69,032.00
Other	\$1,500.00
<b>CHDO Set-Aside (15%)</b>	<b>\$105,798.00</b>
CHDO Project Applications (15%)	\$105,798.00
<b>CONSORTIUM SPLIT</b>	<b>\$528,996.00</b>
City of Champaign (50.0%)	\$264,498.00
County (18.1%)	\$95,749.00
Urbana (31.9%)	\$168,749.00
<b>TOTAL Budget</b>	<b>\$705,326.00</b>

CDBG PROGRAM FY 2017-2018 Proposed Budget

<b>CDBG Federal Allocation (Estimated)</b>	<b>\$401,143.00</b>
<b>ADMINISTRATION (20%)</b>	<b>\$80,228.00</b>
Personnel	\$65,228.00
Other Administration (CDBG & HOME)	\$15,000.00
<b>PUBLIC SERVICE (15%)</b>	<b>\$60,171.00</b>
Transitional Housing (personnel)	\$36,171.00
Transitional Housing (programming)	\$15,000.00
Neighborhood Cleanup (\$4,000 CDBG; \$1,000 Other Funding)	\$4,000.00
Consolidated Social Service Fund	\$5,000.00
<b>AFFORDABLE HOUSING PROGRAMS</b>	<b>\$260,743.00</b>
<b>Housing-Related Program Delivery</b>	
Program Delivery (Personnel & misc.)	\$115,000.00
Case Preparation	\$1,000.00
<b>Housing-Related Programs</b>	
Emergency/Access	\$60,000.00
Urbana Senior Repair	\$15,000.00
Property Acquisition/Demolition/New Construction (estimated)	\$69,744.00
<b>TOTAL Budget</b>	<b>\$401,143.20</b>

RESOLUTION NO. \_\_\_\_\_

A RESOLUTION APPROVING THE CITY OF URBANA  
AND CHAMPAIGN/URBANA/CHAMPAIGN COUNTY HOME CONSORTIUM

FY 2017-2018 ANNUAL ACTION PLAN

WHEREAS, the City of Urbana has been designated an entitlement city under the Federal Housing and Community Development Act of 1974, as amended, and as such is eligible for Community Development Block Grant (hereinafter "CDBG") funds upon proper submittal being made to the United States Department of Housing and Urban Development (hereinafter "HUD"); and

WHEREAS, the City of Urbana has been designated lead entity for the Urbana HOME Consortium in accordance with the Cranston-Gonzalez National Affordable Housing Act of 1990, as amended, and as such is eligible to receive HOME Investment Partnerships (hereinafter "HOME") funds on behalf of the City of Urbana, City of Champaign, and Champaign County; and

WHEREAS, on January 5, 1995, HUD published a final rule in the Federal Register requiring a five-year consolidated plan and annual action plans for all HUD community planning and development formula grant programs, consolidating into a single annual submission the planning, application, and reporting aspects of the CDBG, HOME, Emergency Shelter Grants, and Housing Opportunities for Persons with AIDS Programs, and the Comprehensive Housing Affordability Strategy; and

WHEREAS, the Urbana City Council approved the *City of Urbana and Urbana HOME Consortium (Champaign/Urbana/Champaign County) FY 2015-2019 Consolidated Plan* on May 4, 2015 (Ordinance# 2015-05-047); and

WHEREAS, the Urbana Community Development Commission, assisted by Urbana Community Development Services staff, has prepared the *City of Urbana and Urbana HOME Consortium Annual Action Plan FY 2017-2018* (hereinafter the "Annual Action Plan"); and

WHEREAS, on December 23, 2016, a notice was published on the City of Urbana website describing the Annual Action Plan, requesting public input, and announcing public hearings which were held on January 9, 2017, January 10, 2017, January 11, 2017, and January 12, 2017 regarding the Annual Action Plan; and

WHEREAS, on March 10, 2017, a notice was published on the City of Urbana website describing the Annual Action Plan; announcing a public review period beginning March 27, 2017 and ending April 25, 2017 during which members of the public are able to view a Draft Annual Action Plan and provide input; and

WHEREAS, the Community Development Commission held a public hearing on the Annual Action Plan on March 28, 2017, at the Urbana City Building, 400 South Vine Street, Urbana, Illinois; and

WHEREAS, at its April 25, 2017 meeting, the Urbana Community Development Commission recommended adoption of the Annual Action Plan by the Urbana City Council.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF URBANA, ILLINOIS, as follows:

Section 1. That the *City of Urbana and Urbana HOME Consortium Annual Action Plan FY 2017-2018*, in substantially the form as attached hereto and incorporated herein by reference, is hereby approved.

Section 2. That the Mayor is hereby designated as the authorized representative of the City of Urbana to take any action necessary in connection with said Annual Action Plan to implement the CDBG and HOME programs and to provide such additional information as may be required.

Section 3. That upon review and comment by the Urbana Community Development Commission, the Mayor is hereby designated to execute subgrantee agreements for the following programs and activities identified in said Annual Action Plan.

- Public Service Activities under the Consolidated Social Service Funding Program

Section 4. That subgrantee agreements for the following programs and activities identified in said Annual Action Plan shall be subject to review and approval by the Urbana City Council before execution by the Mayor.

- Community Housing Development Project Funds (15% CHDO Set-Aside)
- Community Housing Development Operating Funds (5% CHDO Operating Set-Aside)

PASSED by the City Council this \_\_\_\_\_ day of \_\_\_\_\_,

\_\_\_\_\_.

AYES:

NAYS:

ABSTAINS:

\_\_\_\_\_  
Phyllis D. Clark, City Clerk

APPROVED by the Mayor this \_\_\_\_\_ day of \_\_\_\_\_,

\_\_\_\_\_.

\_\_\_\_\_  
Laurel Lunt Prussing, Mayor





***CITY OF URBANA***  
***AND***  
***URBANA HOME CONSORTIUM***

**DRAFT**  
**Annual Action Plan**  
**FY 2017-2018**

Prepared by:  
City of Urbana  
Community Development Services  
Grants Management Division  
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# Executive Summary

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

### 1. Introduction

The Urbana HOME Consortium and the City of Urbana Annual Action Plan for FY 2017-2018 identifies activities that are planned to be implemented by the City of Urbana and the members of the Urbana HOME Consortium during the period beginning July 1, 2017 and ending June 30, 2018. This Annual Action Plan budgets the use of two federal housing entitlement funds, Community Development Block Grant (CDBG) and the HOME Investment Partnerships (HOME) Program. The Annual Action Plan for FY 2017-2018 has been developed to further strategies identified in the City of Urbana and Urbana HOME Consortium Consolidated Plan for Program Years 2015-2019. The Annual Action Plan identifies activities that will be undertaken by the City of Urbana and the Urbana HOME Consortium during the second year of the five-year Consolidated Plan period. The CDBG portion of the Annual Action Plan identifies the planned uses of CDBG entitlement funds by the City of Urbana for FY 2017-2018. The HOME portion of the Annual Action Plan identifies uses of HOME funds by members of the Urbana HOME Consortium. The members of the Urbana HOME Consortium (a.k.a. the Champaign/ Urbana/Champaign County HOME Consortium) are the City of Urbana, the City of Champaign, and Champaign County. The Annual Action Plan will be on file for public review and comment during the period beginning March 27, 2017 through April 24, 2017. On March 28, 2017, the City held a public hearing to obtain comments regarding the draft Annual Action Plan. The hearing was held at 7:00 p.m. in the Council Chambers of the Urbana City Building, 400 South Vine Street, before the regular meeting of the Urbana Community Development Commission. All comments received at the hearing, as well as other written comments submitted during the public review period, will be included in the Annual Action Plan.

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

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

A summary of the Consolidated Plan Objectives and Outcomes is provided below and contains Objectives (with associated Goals as listed in Appendix D of the FY 2015-2019 City of Urbana and Urbana HOME Consortium Consolidated Plan) and the anticipated Outcomes from implementing the strategies associated with the Consolidated Plan goals. The attached Objectives and Outcomes summary serves as the framework for an outcome-based performance measurement system for the City of Urbana and Urbana HOME Consortium to monitor its progress toward meeting goals of the FY 2015-2019 Consolidated Plan. Each project identified in this Annual Action Plan provides the applicable Objectives and Outcomes. The anticipated results are provided as "Outcome Indicators."

**OBJECTIVE 1: PROVIDE A SUITABLE LIVING ENVIRONMENT**

**GOAL 6:** Provide Support for existing agencies delivering services to homeless individuals and families and encourage expansion of local services to meet community homeless needs.

**GOAL 7:** Support efforts to reduce the exposure of young children to lead-based paint hazards in their homes

**GOAL 8:** Support infrastructure improvements in Urbana's Community Development Target Area

**GOAL 9:** Preserve and support Urbana's neighborhoods as vibrant places to live.

**Outcome: Accessibility for the purpose of creating suitable living environments**

Strategies	Create a Suitable Living Environment by providing better access to health care in the community for low-income residents. ( <i>Consolidated Social Service Funding Projects</i> )
	Create a Suitable Living Environment for owner-occupied households with incomes at or below 80% of the area median by improving infrastructure in the targeted neighborhood. ( <i>Projects including Neighborhood Sidewalks &amp; Streetlights, and Kerr Subdivision Project Infrastructure</i> )
	Create a Suitable Living Environment by improving the appearance of the targeted areas by reducing blight. ( <i>Neighborhood Cleanup</i> )

**Outcome: Sustainability for the purpose of creating suitable living environments**

Strategies	Create Suitable Living Environment by addressing conditions that are a threat to the health and safety of homeowners and/or provide lead safe housing and making housing accessible to persons with disabilities. ( <i>Emergency Grant and Access Grant</i> )
	Create Suitable Living Environment by addressing conditions that are a threat to the health and safety of homeowners and/or provide lead safe housing and housing accessible to persons with disabilities. All recipients of assistance must have household incomes at or below 50% of the area median. ( <i>Senior Repair Service</i> )
	Create Suitable Living Environment by providing assistance to property owners in the target area having household incomes at or below 80% Median Family Income (MFI) by removing dilapidated structures from owner-occupied property. ( <i>Clearance of Slum &amp; Blighted Conditions</i> )

**Outcome: Sustainability for the purpose of creating suitable living environments**

Strategy	Create a Suitable Living Environment by providing better access to social services in the community for low-income residents. ( <i>Consolidated Social Service Funding Projects</i> )
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**Outcome: Affordability for the purpose of creating suitable living environments**

Strategy	Create a Suitable Living Environment by providing support to the existing network of local homeless services. ( <i>Urbana-Champaign Continuum of Care, Council of Service Providers to the Homeless, and the Emergency Relocation Task Force</i> )
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**OBJECTIVE 2: PROVIDE DECENT HOUSING**

**GOAL 1:** Provide decent affordable housing opportunities for low- and moderate-income households.

**GOAL 2:** Address barriers to obtaining affordable housing

**GOAL 3:** Preserve and improve supply of affordable housing as a community resource.

**GOAL 4:** Work with Housing Authority of Champaign County (HACC) to improve conditions for residents of public housing.

**Outcome: Affordability for the purpose of providing decent affordable housing**

Strategies	Provide Decent Housing by increasing capacity of Community Housing Development Organizations (CHDOs) to identify and implement programs that will provide affordable housing opportunities to recipients at or below 60% of area median income for rental and at or below 80% of the area median for homeownership. ( <i>CHDO Home ownership/Rental programs</i> )
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	Provide Decent Housing by creating or maintaining affordable housing opportunities for households with incomes at or below 80% of the area median. <i>(Property Acquisition)</i>
	Provide Decent Housing by providing an opportunity for households with incomes at or below 80% of the area median to become homeowners. <i>(CHDO affordable housing projects)</i>
	Provide Decent Housing by constructing new mixed-income housing tax credit development that would include at least thirty units for residents whose household incomes are at or below 60% Median Family Income (MFI). <i>(Redevelop of Urbana Townhomes &amp; Aspen Court)</i>
	Provide Decent Housing by providing tenant-based rental assistance to households with incomes at or below 60% of the area median, targeting those at or below 125% of the poverty line. <i>(Tenant Based Rental Assistance)</i>
	Provide Decent Housing by developing new down payment assistance programs for low-income buyers. <i>(HOME Consortium – Acquisition Rehab; Urbana Dream Down Payment Assistance Program)</i>
<b>Outcome: Accessibility for the purpose of providing decent affordable housing.</b>	
Strategies	Provide Decent Housing by providing access to services and counseling for homeless families with children to assist with transition into more permanent housing. <i>(Urbana Transitional Housing Program for Homeless Families with Children; Supportive Housing Program for Homeless Families in Transition)</i>
	Provide Decent Housing by identifying programs that will provide affordable housing opportunities to income qualified recipients (at or below 60% of area median for rental and at or below 80% of the area median for homeownership). <i>(City Redevelopment Programs)</i>
	Provide Decent Housing by addressing conditions that are a result of deferred maintenance through rehabilitation of homes of recipients from three income categories, at or below 30% MFI, 31-50% MFI and 51-80% MFI. Program is intended to improve the quality of the housing stock by bringing units into compliance with applicable code requirements, eliminating lead based paint hazards, and improving exterior appearance. <i>(Whole House Rehabilitation Program)</i>
<b>OBJECTIVE 3: Expand Economic Opportunities</b>	
GOAL 5: Support community efforts to provide services and training for low- and moderate-income residents.	
GOAL 6: Provide Support for existing agencies delivering services to homeless individuals and families/encourage the expansion of local services to meet community homeless needs.	
<b>Outcome: Accessibility for the purpose of creating economic opportunities</b>	
Strategies	Support expansion of job-training programs for low-income individuals by area social service agencies, and encourage them to conduct a review of all available programs to determine if they meet current need. <i>(Consolidated Social Service Funding Projects)</i>
	Encourage appropriate area social service agencies to expand recreational, educational, and cultural opportunities and alternatives for very low-income youth and young adults. <i>(Consolidated Social Service Funding Projects)</i>
	Support area providers such as the Senior Services Division of Champaign County Regional Planning Commission and Family Service of Champaign County in their efforts to provide supportive services to low-income elderly persons residing in Urbana. <i>(Consolidated Social Service Funding Projects)</i>

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

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

Based on input received during public hearings, Community Development Commission meetings and City Council meetings, funds should be set aside for future public facilities and infrastructure projects, as this will help to provide a more suitable and safe living environment. The set aside for infrastructure reconstruction and installation projects in this Annual Action Plan will also address suitable and safe living environment objectives. The demand for assistance through the Emergency, Access, and Senior Repair Programs fluctuates year-to-year. Increasing utility and maintenance costs as well as other rising housing costs place a burden on the lower income households. The City maintains a waiting list for Whole House Rehabilitation participants for which the demand remains high, due to limited funding availability. Owner-occupied housing rehabilitation programs have a positive impact for participants and help stabilize properties. Programs addressing neighborhood conditions are continuing to becoming more successful at improving the overall appearance of the target neighborhoods. City of Urbana staff annually conducts a survey in targeted neighborhoods to identify blighted secondary structures and vacant, deteriorated buildings that need to be repaired or demolished. As part of this program, during FY 2016-2017, staff will continue to work with owners to encourage mitigation of the blighted conditions. Property owners are also informed of the availability of City of Urbana programs for income-qualified owner-occupants that will offset the cost of abatement. Residents are informed about services through public notices and information posted on the City website at [www.urbanaininois.us](http://www.urbanaininois.us), in the local newspaper, and on the public access television channel (UPTV). The City's Emergency Grant and Senior Repair Service Programs provide much-needed funds that mitigate the immediate and deferred maintenance issues for those who otherwise would not be able to afford such repairs. The Access Grant Program is intended to help remove barriers to accessibility for persons with disabilities. It is available for renters or homeowners who earn less than 80% of Median Family Income to make necessary improvements. Both programs are essential elements needed to help stabilize targeted neighborhoods.

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

Summary from citizen participation section of plan.

The Annual Action Plan was developed by the City of Urbana in accordance with its Citizen Participation Plan included as part of the 2015-2019 Consolidated Plan process. The Urbana Community Development Commission sponsored public hearings to obtain input prior to and during plan preparation. In order to encourage public participation by the broadest audience possible, the City held public hearings, and solicited citizen input at various times and locations throughout the City. See attached table.

Citizen Participation

Date	Format	Target Audience	Location	Mom.	Eve.
1/11/16	Neighborhood Meeting	Residents of Neighborhood, Urbana & Consortium	Dr. Preston L. Williams Jr. Elementary School		✓
1/12/16	Neighborhood Meeting	Residents of Neighborhood, Urbana & Consortium	Hamilton on the Park Clubhouse		✓
1/13/16	Neighborhood Meeting	Residents of Neighborhood, Urbana & Consortium	Crystal View Townhomes Community Center		✓
1/14/16	Public Hearing	Social Service Agencies	Urbana City Building Council Chambers	✓	
1/14/16	Neighborhood Meeting	Residents of Neighborhood, Urbana & Consortium	Urbana City Building Council Chambers		✓
3/22/16-4/21/16	Public Review & Comment	Residents of Neighborhood, Urbana & Consortium, and all interested parties	Urbana Public Library	(Business Hrs)	
				✓	✓
			City Clerk's Office	✓	✓
			Community Development Services Office	✓	✓
3/22/16	Public Hearing	Residents of Urbana & Consortium and all interested parties	Urbana City Building	✓	✓

**Citizen Participation**

**5. Summary of public comments**

This could be a brief narrative summary or reference an attached document from the Citizen Participation section of the Con Plan.

Comments received in January – April 2017 regarding the Annual Action Plan will be included in the final Annual Action Plan. Meeting minutes and attendance sheets are also included and attached to this Action Plan. In order to broaden public participation in the Annual Action Plan process, the City provided notice of neighborhood meetings and public hearings as follows: (1) Provided public notice on the City Website [www.urbanaininois.us](http://www.urbanaininois.us) and UPTV, (2) Emailed public notice to social service agencies, media, and concerned citizens, and (3) Posted 14-day public notice on each site where public hearing was to be held.

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

Not applicable

## 7. Summary

The Annual Action Plan reflects the coordinated efforts of the Urbana HOME Consortium and its citizens, as well as the expansive network of housing and human service providers in Champaign County. Through strategies documented in this plan, the effectiveness and impact of federal funds will be maximized through thoughtful investment of resources, reduced duplication of services, and improved service delivery. The goals and objectives identified in this plan aim to improve the quality of life in Champaign County, particularly for low-income, homeless, elderly, and/or special needs individuals and families.

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

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

The following are the agencies/entities responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

Agency Role	Name	Department/Agency
CDBG Administrator	URBANA	Community Development/Grants Management Division
HOME Administrator	URBANA	Community Development/Grants Management Division

**Table 1 – Responsible Agencies**

**Narrative**

The City of Urbana, through the Grants Management Division of its Community Development Services Department, acts as the lead agency for the Urbana HOME Consortium. As such, Urbana staff took the lead role in developing the *City of Urbana and Urbana HOME Consortium Consolidated Plan for Program Years 2015-2019*, especially as it relates to policies, procedures, programs and activities, and other issues specifically involving the City. However, overall development of the Consolidated Plan was a cooperative effort involving the City of Urbana, the City of Champaign, and the Champaign County Regional Planning Commission (representing the unincorporated areas of Champaign County). These regions are geographically contiguous and the areas of responsibility of the entities tend to overlap. These factors have contributed to an open and cooperative relationship among the municipalities which extends to both staff and elected officials. This cooperation is essential in assessing and attending to the needs of the greater community, and is the foundation for the Consortium's successes. The Grants Management Division also administers the Community Development Block Grant (CDBG), on behalf of the City of Urbana.

**Consolidated Plan Public Contact Information**

Copies of proposed and approved Consolidated Plans/Annual Action Plans, Performance Reports, and substantial amendments to the plan are available for public review on the City of Urbana website at [www.urbanaininois.us](http://www.urbanaininois.us) and at the following locations:

Annual Action Plan  
2017



- City of Urbana, 400 South Vine Street, Urbana - Grants Management Division & City Clerk's Office
- Urbana Free Library, 210 West Green Street, Urbana
- Champaign County Regional Planning Commission, 1776 E. Washington Street, Urbana

The City of Champaign is responsible to make the Plans and Reports available at the following locations:

- Champaign Public Library, 200 West Green Street, Champaign
- City of Champaign, 102 N. Neil Street, Champaign, Neighborhood Services Department Information Desk

Questions or comments regarding the Community Development Program should be addressed to Kelly H. Mierkowski, Manager, Grants Management Division, 400 South Vine Street, Urbana, Illinois 61801 or [khmierkowski@urbanaindinois.us](mailto:khmierkowski@urbanaindinois.us).

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

### **1. Introduction**

The Consortium regularly participates in a number of meetings of community organizations, cooperatives, etc. occurring on a monthly, quarterly, or other regular basis, in order to develop and maintain partnerships with other community organizations. These meetings provide continual feedback on the needs and trends in the community, as well as opportunities for the Consortium to disseminate information about the programs and services it provides. Staff members of the Consortium entities often serve on committees and sub-committees, taking a very active and visible role in the community. In addition to the municipalities, a number of public and private entities play key roles in the health of the community. The Consortium makes every effort to include these organizations in the planning and implementation of the Annual Action Plan. Input from the public was also sought through public hearings and neighborhood meetings throughout the City of Urbana in targeted neighborhoods.

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

The Housing Authority continues to inform local jurisdictions of major housing opportunities and is currently collaborating on major redevelopments in Champaign (Bristol Place) and Urbana (Aspen Court/Urbana Townhomes and Highland Green/Kerr Avenue). The Housing Authority also has several new developments being designed in the county. The consultation confirmed the need for additional rental housing opportunities for low income households. The Urbana HOME Consortium coordinates with the Mental Health Board and other local funders during the drafting FY 2016/17 Annual Action Plan. The staff in coordination with other funding groups will continue to discuss and monitor ongoing needs for persons with mental health and other needs, particularly low-income persons and youth. Staff from local government and the Mental Health Board currently serve together on the United Way of Champaign County's Community Impact Committee and are serving together on the local Continuum of Care's monitoring subcommittee.

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

The Urbana HOME Consortium members (Lisa Benson, Kelly Mierkowski, and Kerri Spear) have all served as past chairs for the Continuum of Care and/or Council of Service Providers to the Homeless. All three participating jurisdictions/subrecipients to the HOME Consortium continue to serve on the Continuum of Care and Council of Service Providers to the Homeless. The City of Urbana through its Consolidated Social Service Funding process and the administration of the Emergency Solutions Grant, funds many agencies in the community that work with homeless populations, including Courage

Connections, Community Elements, Crisis Nursery, Daily Bread Soup Kitchen, and Champaign County Regional Planning Commission.

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

The Champaign County Continuum of Care receives funding allocation amounts from the State of Illinois that are then made available to agencies. The CoC reviews the past performance of agencies who have received the funding, in order to determine how to allocate ESG funds in the community. The CoC is currently developing performance standards and the evaluation of outcomes for members who receive funding. The HMIS system is administered by the Champaign County Regional Planning Commission under agreement with the CoC. HMIS staff assigns access and provides initial training for authorized users, maintains oversight and continuing training updates for quality of data entry, collects HMIS data for HUD HDX and other grant reports, and supports CoC planning efforts requiring data about clients served. At this time, most data is entered by a single user from hard copy documents collected at agency intake and data is shared among agencies only in aggregated formats to preserve confidentiality of households.

**2. Agencies, groups, organizations and others who participated in the process and consultations**

Table 2 – Agencies, groups, organizations who participated

1	<p>Agency/Group/Organization</p> <p>Agency/Group/Organization Type</p> <p>What section of the Plan was addressed by Consultation?</p> <p>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</p>	<p>CRISIS NURSERY</p> <p>Services-Children Services-homeless</p> <p>Homeless Needs - Families with children Non-Homeless Special Needs</p> <p>Crisis Nursery staff attended a public hearing for social service agencies to provide input regarding community needs; continued coordination.</p>
2	<p>Agency/Group/Organization</p> <p>Agency/Group/Organization Type</p> <p>What section of the Plan was addressed by Consultation?</p> <p>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</p>	<p>DON MOYER BOYS AND GIRLS CLUB</p> <p>Services-Children Services-Education Services-Employment</p> <p>Homeless Needs - Families with children Non-Homeless Special Needs</p> <p>DMBGC staff attended a public hearing for social service agencies to provide input regarding community needs; continued coordination</p>
3	<p>Agency/Group/Organization</p> <p>Agency/Group/Organization Type</p> <p>What section of the Plan was addressed by Consultation?</p>	<p>Courage Connection</p> <p>Services - Housing Services-Victims of Domestic Violence Services-homeless</p> <p>Homeless Needs - Chronically homeless Homeless Needs - Families with children</p>

<p>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</p>	<p>Courage Connection staff attended a public hearing held for social service provides to provide input regarding community needs; continued coordination.</p>
<p>4 Agency/Group/Organization Agency/Group/Organization Type What section of the Plan was addressed by Consultation?</p>	<p>HABITAT FOR HUMANITY Services - Housing Housing Need Assessment Non-Homeless Special Needs</p>
<p>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</p>	<p>Habitat staff attended a public hearing for social service agencies to provide input regarding community needs; continued coordination.</p>
<p>5 Agency/Group/Organization Agency/Group/Organization Type What section of the Plan was addressed by Consultation?</p>	<p>CHAMPAIGN Other government - Local Housing Need Assessment Non-Homeless Special Needs</p>
<p>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</p>	<p>City of Champaign staff attended a public hearing for social service agencies, as an Urbana HOME Consortium member, to provide input regarding community needs.</p>
<p>6 Agency/Group/Organization Agency/Group/Organization Type What section of the Plan was addressed by Consultation?</p>	<p>University YMCA Services-Health Services-Education Non-Homeless Special Needs</p>
<p>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</p>	<p>YMCA staff attended a public hearing for social service agencies, as an Urbana HOME Consortium member, to provide input regarding community needs.</p>

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

Not applicable

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

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	CCRPC, GCAP	The CoC Strategic Plan overlaps with regarding to housing, i.e. by PROVIDING A COMPREHENSIVE CONTINUUM OF HOUSING SERVICES, Increase affordable housing

Table 3 – Other local / regional / federal planning efforts

**Narrative**

**AP-12 Participation - 91.401, 91.105, 91.200(c)**

**1. Summary of citizen participation process/Efforts made to broaden citizen participation  
Summarize citizen participation process and how it impacted goal-setting**

The schedule for the FY 1718 Annual Action Plan Process was made available to the public on the City website. Future focus groups, public hearings, and open houses were also posted on the City of Urbana website calendar for public review. In January 2017 the City of Urbana and the Urbana HOME Consortium hosted a public hearing/open house event in each of the four census tracts within the City of Urbana Community Development Target Area. The hearings were designed to obtain resident input regarding community development and housing needs, and were announce on the City website. In addition, the City of Urbana also hosted a public hearing on the AAP at a regular Community Development Commission meeting to obtain preliminary comments from the Commission and public before a draft was underway, which was held in March 2017. A thirty-day comment period was held from March 27, 2017 to April 25, 2017.

**Citizen Participation Outreach**

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (if applicable)
1	Public Meeting	Minorities low mod income households	no response or attendance	no comments received	not applicable	na

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (if applicable)
2	Public Hearing	low mod income households	Members of several social service agencies and a unit of general government based in Champaign County were in attendance.		not applicable	na
3	Public Hearing	Non-targeted/broad community low mod income households	Members of several social service agencies and units of general government based in Champaign County were in attendance.		not applicable	www.urbanainllinois.us
4	Public Meeting	Minorities social service agencies			Not applicable	
5	Public Meeting	Minorities low mod income households			Not applicable	

Table 4 – Citizen Participation Outreach



## Expected Resources

### AP-15 Expected Resources - 91.420(b), 91.220(c)(1,2)

#### Introduction

It is estimated that the Urbana HOME Consortium will receive an allocation of \$641,206 in HOME funds, to be distributed amongst the Consortium Members based on the population share of the Consortium-wide area. It is also estimated that the City of Urbana will receive an allocation of \$364,676 in Community Development Block Grant (CDBG) funds. However, all proposed activities budgets will be proportionally increased or decreased from the estimated funding levels to match actual allocation amounts.

#### Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1			Expected Amount Available Reminder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$		

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$	
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	364,676	0	0	364,676	Acquisition: Funds will be allocated for the purchase and maintenance of properties and structures primarily in CT 53/54/55/56 Block Group 1. Admin/Planning: Admin Activities include personnel/HOME Admin costs/other admin expenses. ED: No plans to use CDBG funding for ED purposes. Housing: Emergency/Access Grants/Senior Repair Grants. Public Improvements: installation of infrastructure for affordable housing developments, the construction/reconstruction of City infrastructure in the City Target areas, or construction/reconstruction of streetlights in target area neighborhoods. Public Service: transitional housing program/one-day, neighborhood cleanup activities held in Fall 2017 and/or Spring 2018, in the CD Target Area/balance of available funding at 15% of the current entitlement will be allocated for program activities yet to be determined which would benefit low-income residents of the CD Target Area.
			364,676	0	0	364,676	1,458,704

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
HOME	public - federal	Acquisition Homebuyer assistance Homeowner rehab Multifamily rental new construction Multifamily rental rehab New construction for ownership TBRA	641,206	30,000	0	671,206	2,551,088	Acquisition, Homebuyer assistance, Homeowner rehab, Multifamily rental new construction, multifamily rental rehab, new construction for ownership, and TBRA: Funds, including carryover funds, may be allocated by the City of Urbana to programs such as DPA, Acq-Rehab, Purchase-Rehab-Resale, Rental Rehab, Kerr Ave Sustainable Development, Lot Acq/Demon, and/or other programs currently under development or may be proposed that further the affordable housing goals and mission of the City, Council, and Grants Management Division. Funds may be allocated by the City of Champaign to new or existing programs, such as TBRA, the Acq-Rehab, FHIP, or Lot Acq programs, to promote revitalization efforts of targeted neighborhoods. Funds may be allocated by Champaign County to TBRA or to provide rehab assistance to both investor-owned properties as well as single-family owner-occupied projects. Admin/Planning: Funds will be contributed to personnel costs as well as supplies and other expenses

Table 1 - Expected Resources – Priority Table

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

These federal funds will assist to leverage a variety of private, state and local funds. The City of Urbana and Cunningham Township have historically invested general funds into public service activities, funded with CDBG. Other funds that the City of Urbana uses to meet match obligations include grant funds from the Attorney General and allocations from the City's Capital Improvement Plan. All Consortium members continue to seek grant opportunities from the State of Illinois that further the goals outlined in the Consolidated Plan. The City of Champaign used its CDBG funding to leverage a Section 108 Loan from HUD for the redevelopment of Bristol Neighborhood. Several tax credit developments are anticipated in the AAP period, including the redevelopment of Aspen Court and former Urbana Townhomes site, as well as the Kerr Avenue Sustainable Development (Highland Green). Habitat secured an Attorney General grant in the amount of \$2M for redevelopment activities that will be matched with HOME CHDO funding and donation of vacant/blighted properties (2-3 per year). That grant will be matched to meet future obligations with HOME CHDO funding for HOME projects or for projects that will be conditioned with HOME funding. The City of Urbana also received funding through the Blight Reduction Program/Abandoned Properties Program from IHDA to be used to demo abandoned/blighted properties. Re the match requirement for the HOME program, the Consortium has utilized a variety of leveraging sources to fulfill this obligation. The City of Urbana contributes cash match towards its HOME projects, and the City of Champaign has historically used a combination of cash match and forbearance of customary fees for large developments. Land donations for larger developments will contribute to the program in the coming year, as well as sweat equity and cash contributions provided by the volunteers of Habitat for Humanity of Champaign County will exceed the anticipated match requirement in the coming five years. Match credit is also available from previous housing development projects, for those entities who are unable to provide any match.

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

Not applicable.

**Discussion**

Not applicable.

## Annual Goals and Objectives

### AP-20 Annual Goals and Objectives - 91.420, 91.220(c)(3)&(e)

#### Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Provide decent affordable housing opportunities	2015	2019	Affordable Housing	CENSUS TRACT NUMBERS 53, 54, 55, AND 56	Affordable Housing	HOME: \$255,088	Homeowner Housing Added: 5 Household Housing Unit Homeowner Housing Rehabilitated: 3 Household Housing Unit Direct Financial Assistance to Homebuyers: 10 Households Assisted Tenant-based rental assistance / Rapid Rehousing: 24 Households Assisted

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
2	Address Barriers to Affordable Housing	2015	2019	Affordable Housing Non-Housing Community Development	CENSUS TRACT NUMBERS 53, 54, 55, AND 56 Beardsley Park Neighborhood Improvement Plan Area Garden Hills United Neighborhood Association Action Plan City of Urbana City of Champaign Urbana Consortium-wide Area Bristol Park Neighborhood Plan Area	Community Development Needs	HOME: \$680,000	Direct Financial Assistance to Homebuyers: 15 Households Assisted

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
3	Preserve Existing Affordable Housing Supply	2015	2019	Affordable Housing	CENSUS TRACT NUMBERS 53, 54, 55, AND 56 Beardsley Park Neighborhood Improvement Plan Area Garden Hills United Neighborhood Association Action Plan City of Urbana City of Champaign Urbana Consortium-wide Area Bristol Park Neighborhood Plan Area	Affordable Housing	CDBG: \$475,000 HOME: \$244,065	Homeowner Housing Rehabilitated: 6 Household Housing Unit

Table 2 – Goals Summary

Goal Descriptions

1	<p><b>Goal Name</b></p> <p>Provide decent affordable housing opportunities</p>	<p><b>Goal Description</b></p> <p>Increase supply of affordable housing available to low and moderate income households, by providing Tenant Based Rental Assistance to households with incomes at or below 60% of the area median, targeting those at or below 125% of the poverty level, support new construction for homeownership sponsored by CHDOs and other nonprofits, support new construction of affordable rental units sponsored by CHDOs and other nonprofits, support and provide guidance for for-profit developers building new affordable renter and owner units, support construction of new affordable rental units through LIHTC, in compatible areas, encourage the development of non-profit housing development organizations eligible for CHDO status. Expand homeownership opportunities for low and moderate income households, by providing support and encourage homeownership education programs, support the Housing Authority of Champaign County's Section 8 Homeownership program, support the development of local Lease Purchase Programs, directly encourage homeownership through downpayment assistance programs such as programs funded with Private activity bond funds, develop new downpayment assistance programs for low-income buyers.</p>
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<b>2</b> <b>Goal Name</b>	Address Barriers to Affordable Housing
<b>Goal Description</b>	<p>Address barriers to obtaining affordable housing, by addressing issues faced by certain special populations, such as seniors and individuals in need of supportive service/ substance abuse treatment, partner with other municipalities and agencies in the Consortium area to complete a housing needs study that will identify gaps in the housing stock, including an analysis of current housing availability and a projection of future housing needs; provide assistance for affordable permanent housing for persons with targeted disabilities; support efforts to increase accessible and visitable housing units for persons with disabilities; encourage housing developers to include visitability/accessibility measures in new construction efforts; Access Grants that provide grants for approximately 25 low-income residents over a five-year period to increase the supply of accessible and visitable housing; The Urbana Human Relations Division will promote community awareness of the Urbana Human Rights Ordinance and will provide fair housing training for landlords and tenants; Education and training opportunities, which focus on eliminating barriers to affordable housing, will be encouraged; encourage the Urbana Human Relations Division, the Building Safety Division, and Persons Assuming Control of their Environment, Inc. (PACE) to join forces in an effort to acquaint developers with local codes and fair housing laws to insure that handicapped units are produced when new housing is constructed; support tenant advocacy and educational efforts by agencies such as the C-U Tenant Union; encourage landlord and community group distribution of information in multiple languages to help overcome language and/or cultural barriers; and the City could consider undertaking a discrimination testing program to obtain preliminary results to determine if further programs are necessary.</p>
<b>3</b> <b>Goal Name</b>  <b>Goal Description</b>	Preserve Existing Affordable Housing Supply

Table 3 -- Goal Descriptions



## AP-35 Projects - 91.420, 91.220(d)

### Introduction

The following is a list of proposed programs listed in the PY 2015-2019 Consolidated Plan, for the one-year FY 1617 Annual Action Plan period. All of the proposed projects are in response to an identified need in the Consolidated Plan. Consideration has also been given to program delivery, and staffing requirements to successfully operate the grant activities, various objectives of leveraged funding available, as well as programmatic constraints of both the HOME Investment Partnerships and Community Development Block Grant programs. The projected target start date for the proposed programs is July 1, 2016 and projected commencement of proposed programs is June 30, 2017.

#	Project Name
1	CDBG Planning & Administration
2	CDBG Public Services
3	CDBG Housing Activities
4	CDBG Public Facilities
5	HOME Planning & Administration
6	HOME CHDO Operating
7	HOME City of Urbana Neighborhood Revitalization
8	HOME Champaign County Neighborhood Revitalization
9	HOME CHDO Project
10	HOME City of Champaign Neighborhood Revitalization
11	Tenant Based Rental Assistance

Table 3 – Project Information

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

The City of Urbana has utilized its allocation of CDGB and HOME funds to address obstacles to meeting underserved needs, foster and maintain decent housing, support public housing improvements and resident initiatives, address lead-based paint hazards, reduce the number of persons below poverty level, and has provided assistance in coordinating housing and service agencies. These funded activities are noted within the previous listings and budget for FY 2017-2018 projects.

# AP-38 Project Summary

## Project Summary Information

Table 4 – Project Summary

1	<b>Project Name</b>	CDBG Planning & Administration
	<b>Target Area</b>	CENSUS TRACT NUMBERS 53, 54, 55, AND 56
	<b>Goals Supported</b>	
	<b>Needs Addressed</b>	Homeless Prevention & Services Non-Homeless Special Needs Community Development Needs
	<b>Funding</b>	CDBG: \$72,935
	<b>Description</b>	Funds will be used to support the administrative activities associated with carrying out the goals and objectives of the Community Development Block Grant Program.
	<b>Target Date</b>	
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	
	<b>Location Description</b>	
	<b>Planned Activities</b>	Funds will be used to support the administrative activities associated with carrying out the goals and objectives of the Community Development Block Grant Program.
2	<b>Project Name</b>	CDBG Public Services
	<b>Target Area</b>	CENSUS TRACT NUMBERS 53, 54, 55, AND 56 City of Urbana
	<b>Goals Supported</b>	Address Barriers to Affordable Housing

Needs Addressed	Homeless Prevention & Services Non-Homeless Special Needs Community Development Needs
Funding	CDBG: \$54,701
Description	Funds will be used to support the public service activities undertaken by the City of Urbana.
Target Date	
Estimate the number and type of families that will benefit from the proposed activities	
Location Description	
Planned Activities	Transitional Housing, Neighborhood Cleanup, and public service grant awards.
3 Project Name	CDBG Housing Activities
Target Area	CENSUS TRACT NUMBERS 53, 54, 55, AND 56 City of Urbana
Goals Supported	Provide decent affordable housing opportunities
Needs Addressed	Affordable Housing Non-Homeless Special Needs
Funding	CDBG: \$75,000
Description	Funds will be used to support housing rehabilitation activities undertaken by the City of Urbana.
Target Date	
Estimate the number and type of families that will benefit from the proposed activities	
Location Description	

	<b>Planned Activities</b> <p>Emergency grant, Access grant, and Senior Repair programs. The Emergency Grants program allows up to \$5,000 in repairs that risk the health and safety of household occupants, such as a furnace failing in the winter months or an actively leaking roof that needs to be patched. The Access Grant provides improvements necessary to remove barriers to accessibility to persons with disabilities. It is available for renters or homeowners who earn less than 80% of the Median Family Income. The Senior Repair program provides for home maintenance repair for elderly or persons with disabilities who are at or below 50 percent of the Median Family Income. The ultimate goal of the program is to sustain the housing and continue the occupant's ability to remain in their home.</p>
4	<p><b>Project Name</b> CDBG Public Facilities</p> <p><b>Target Area</b> CENSUS TRACT NUMBERS 53, 54, 55, AND 56 City of Urbana</p> <p><b>Goals Supported</b> Preserve Existing Affordable Housing Supply</p> <p><b>Needs Addressed</b> Non-Homeless Special Needs Community Development Needs</p> <p><b>Funding</b> CDBG: \$73,039</p> <p><b>Description</b> Funds will be used to support the public facilities projects undertaken by the City of Urbana.</p> <p><b>Target Date</b></p> <p><b>Estimate the number and type of families that will benefit from the proposed activities</b></p> <p><b>Location Description</b></p> <p><b>Planned Activities</b> Planned activities include public facility improvements to social service providers' brick and mortar assets.</p> <p><b>Project Name</b> HOME Planning &amp; Administration</p> <p><b>Target Area</b> CENSUS TRACT NUMBERS 53, 54, 55, AND 56 Urbana Consortium-wide Area</p>
5	

<b>Goals Supported</b>	Provide decent affordable housing opportunities
<b>Needs Addressed</b>	Affordable Housing
<b>Funding</b>	HOME: \$64,121
<b>Description</b>	Funds will be used to support the administrative activities associated with carrying out the HOME program goals and strategies.
<b>Target Date</b>	
<b>Estimate the number and type of families that will benefit from the proposed activities</b>	
<b>Location Description</b>	
<b>Planned Activities</b>	Activities include administrative undertakings associated with carrying out the HOME Program goals and objectives.
<b>6</b>	
<b>Project Name</b>	HOME CHDO Operating
<b>Target Area</b>	CENSUS TRACT NUMBERS 53, 54, 55, AND 56 Urbana Consortium-wide Area
<b>Goals Supported</b>	Provide decent affordable housing opportunities
<b>Needs Addressed</b>	Affordable Housing
<b>Funding</b>	:
<b>Description</b>	Funds will be used to support the projects undertaken within the Consortium-wide area by Community Housing Development Organizations.
<b>Target Date</b>	
<b>Estimate the number and type of families that will benefit from the proposed activities</b>	

	<b>Location Description</b>	
	<b>Planned Activities</b>	New construction of approximately four single-family units.
7	<b>Project Name</b>	HOME City of Urbana Neighborhood Revitalization
	<b>Target Area</b>	CENSUS TRACT NUMBERS 53, 54, 55, AND 56 Urbana Consortium-wide Area
	<b>Goals Supported</b>	Provide decent affordable housing opportunities
	<b>Needs Addressed</b>	Affordable Housing
	<b>Funding</b>	HOME: \$153,408
	<b>Description</b>	Funds will be used to support the neighborhood revitalization activities undertaken by the City of Urbana, including: Down Payment Assistance, Acquisition-Rehab, Purchase-Rehab-Resale, Rental Rehab, Kerr Avenue Sustainable Development, New Construction activities, Tenant Based Rental Assistance, Owner-Occupied Rehabilitation, Lot Acquisition/Demolition, and/or other programs currently under development or may be proposed that further the affordable housing goals and mission of the City, Council, and Grants Management Division. Programs must comply with applicable local, state and federal regulations, including but not limited to HOME regulations.
	<b>Target Date</b>	
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	
	<b>Location Description</b>	



<p><b>Planned Activities</b></p>	<p>Neighborhood Revitalization activities include: Down Payment Assistance, Acquisition-Rehab, Purchase-Rehab-Resale, Rental Rehab, Kerr Avenue Sustainable Development, Lot Acquisition and/or Demolition, New Construction activities, Owner Occupied Rehabilitation, Tenant Based Rental Assistance, and/or other programs currently under development or may be proposed that further the affordable housing goals and mission of the City, Council, and Grants Management Division. Programs must comply with applicable local, state and federal regulations, including but not limited to HOME regulations. Funds are anticipated to be used for the Whole House Rehabilitation program. If tax credits are approved for the Urbana Townhomes/Aspen Court and the Kerr Avenue site, the City of Urbana will pursue investing in these tax credit projects in FY 16-17.</p>
<p><b>8</b></p> <p><b>Project Name</b></p> <p><b>Target Area</b></p> <p><b>Goals Supported</b></p> <p><b>Needs Addressed</b></p> <p><b>Funding</b></p> <p><b>Description</b></p> <p><b>Target Date</b></p> <p>Estimate the number and type of families that will benefit from the proposed activities</p> <p>Location Description</p> <p>Planned Activities</p> <p><b>9</b></p> <p><b>Project Name</b></p> <p><b>Target Area</b></p>	<p>HOME Champaign County Neighborhood Revitalization</p> <p>Urbana Consortium-wide Area</p> <p>Provide decent affordable housing opportunities</p> <p>Affordable Housing</p> <p>:</p> <p>Funds will be used to support the neighborhood revitalization activities undertaken by the Champaign County Regional Planning Commission, including Tenant Based Rental Assistance and Owner-Occupied Housing Rehabilitation.</p> <p></p> <p></p> <p>TBRA and Owner-Occupied Housing Rehabilitation.</p> <p>HOME CHDO Project</p> <p>Urbana Consortium-wide Area</p>

<b>Goals Supported</b>	Provide decent affordable housing opportunities
<b>Needs Addressed</b>	Affordable Housing
<b>Funding</b>	HOME: \$96,181
<b>Description</b>	Funds will be used to support the projects undertaken within the Consortium-wide area by Community Housing Development Organizations. CHDO Reserve funds in the amount of 15% of the total annual allocation are being set aside to be allocated to certified Urbana Consortium CHDO or CHDOs whose proposed project(s) meet project readiness requirements. In order to meet project readiness requirements, the CHDO project(s) receiving reserve allocation(s) must be able to begin construction within one year from the date of execution of the agreement. Staff is continuing to work to identify feasible projects in the Consortium area, and a rolling CHDO Project application process is currently underway.
<b>Target Date</b>	
<b>Estimate the number and type of families that will benefit from the proposed activities</b>	
<b>Location Description</b>	
<b>Planned Activities</b>	New construction of approximately four single-family units.
<b>Project Name</b>	HOME City of Champaign Neighborhood Revitalization
<b>Target Area</b>	City of Champaign
<b>Goals Supported</b>	Provide decent affordable housing opportunities
<b>Needs Addressed</b>	Affordable Housing
<b>Funding</b>	HOME: \$240,452
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<b>Description</b>	Funds will be used to support the neighborhood revitalization activities undertaken by the City of Champaign, including full home improvement program (FHIP), acquisition rehabilitation program (Acq-Rehab) and lot acquisition/clearance for new construction (LAP). The FHIP and Acq-Rehab programs will be prioritized in the following areas of Champaign in order to provide maximum benefit in areas identified with the greatest housing needs and/or lowest incomes: Planning Areas 1, 2, 4, 7, 8, 9 14, and 15. The LAP program will be limited to neighborhoods with plans underway or being developed at the time of this Consolidated Plan: Beardsley Park, Bristol Park and Garden Hills.
<b>Target Date</b>	
<b>Estimate the number and type of families that will benefit from the proposed activities</b>	
<b>Location Description</b>	
<b>Planned Activities</b>	Funds will be used to support the neighborhood revitalization activities undertaken by the City of Champaign, including full home improvement program (FHIP), acquisition rehabilitation program (Acq-Rehab) and lot acquisition/clearance for new construction (LAP). The FHIP and Acq-Rehab programs will be prioritized in the following areas of Champaign in order to provide maximum benefit in areas identified with the greatest housing needs and/or lowest incomes: Planning Areas 1, 2, 4, 7, 8, 9 14, and 15. The LAP program will be limited to neighborhoods with plans underway or being developed at the time of this Consolidated Plan: Beardsley Park, Bristol Park and Garden Hills.
<b>11</b>	
<b>Project Name</b>	Tenant Based Rental Assistance
<b>Target Area</b>	Urbana Consortium-wide Area
<b>Goals Supported</b>	Provide decent affordable housing opportunities
<b>Needs Addressed</b>	Affordable Housing
<b>Funding</b>	HOME: \$87,044
<b>Description</b>	Funds will be used to support various TBRA programs in the Consortium area.

	<b>Target Date</b>	
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	
	<b>Location Description</b>	
	<b>Planned Activities</b>	To provide affordable housing through the various TBRA programs in the Consortium area.

**AP-50 Geographic Distribution - 91.420, 91.220(f)**

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

Assistance will be targeted in the City of Urbana's Community Development Target Area, which includes Census Tracts 53, 54, 55 and 56 Block Group 1.

**Geographic Distribution**

Target Area	Percentage of Funds
CENSUS TRACT NUMBERS 53, 54, 55, AND 56	70
Beardsley Park Neighborhood Improvement Plan Area	
Garden Hills United Neighborhood Association Action Plan	
City of Urbana	10
City of Champaign	
Urbana Consortium-wide Area	20
Bristol Park Neighborhood Plan Area	

Table 5 - Geographic Distribution

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

These census tracts have populations in which at least 51% of the total number of households is at or below 80% of the area medium family income. CDBG funds will be targeted to these census tracts, HOME funds will be targeted in low income neighborhoods throughout the Urbana HOME Consortium, including the previously mentioned census tracts.

### **Discussion**

## Affordable Housing

### AP-55 Affordable Housing - 91.420, 91.220(g)

#### Introduction

The City of Urbana will use its HOME funds to support its Neighborhood Revitalization program activities, including: Down Payment Assistance, Acquisition-Rehab, Purchase-Rehab-Resale, Rental Rehab, Kerr Avenue Sustainable Development (Highland Green), New Construction activities, Tenant Based Rental Assistance (TBRA), Owner-Occupied Rehabilitation, Lot Acquisition/Demolition, and/or other programs currently under development or may be proposed that further the affordable housing goals and mission of the City, Council, and the Grants Management Division. Programs must comply with applicable local, state and federal regulations, including but not limited to HOME regulations.

One Year Goals for the Number of Households to be Supported	
Homeless	24
Non-Homeless	200
Special-Needs	100
Total	324

**Table 6 - One Year Goals for Affordable Housing by Support Requirement**

One Year Goals for the Number of Households Supported Through	
Rental Assistance	24
The Production of New Units	5
Rehab of Existing Units	3
Acquisition of Existing Units	5
Total	37

**Table 7 - One Year Goals for Affordable Housing by Support Type**

#### Discussion

## AP-60 Public Housing - 91.420, 91.220(h)

### Introduction

The Urbana HOME Consortium and the City of Urbana Annual Action Plan for FY 2017-2018 identifies activities that are planned to be implemented by the City of Urbana and the members of the Urbana HOME Consortium during the period beginning July 1, 2017 and ending June 30, 2018. This Annual Action Plan budgets the use of two federal housing entitlement funds, Community Development Block Grant (CDBG) and the HOME Investment Partnerships (HOME) Program. The Annual Action Plan for FY 2017-2018 has been developed to further five-year strategies identified in the *City of Urbana and Urbana HOME Consortium Consolidated Plan for Program Years 2015-2019*. The Annual Action Plan identifies activities that will be undertaken by the City of Urbana and the Urbana HOME Consortium during the second year of the five-year Consolidated Plan period. The CDBG portion of the AAP identifies the planned uses of CDBG entitlement funds by the City of Urbana for FY 2017-2018. The HOME portion of the AAP identifies uses of HOME funds by members of the Urbana HOME Consortium. The members of the Urbana HOME Consortium (a.k.a. the Champaign/ Urbana/Champaign County HOME Consortium) are the City of Urbana, the City of Champaign, and Champaign County. The AAP was on file for public review and comment during the period beginning March 27, 2017 through April 25, 2017. On March 28, 2016, the City held a public hearing to obtain comments regarding the draft AAP. The hearing was held at 7:00 p.m. in the Council Chambers of the Urbana City Building, 400 South Vine Street, Urbana, IL, before the regular meeting of the Urbana Community Development Commission. All comments received at the hearing, as well as other written comments submitted during the public review period, will be included in the AAP.

For more information regarding the City of Urbana's use of CDBG or HOME funds, contact:

Kelly H. Mierkowski, Manager, Grants Management Division, City of Urbana, Grants Management Division, at 217-384-2447 or by email: [khmierkowski@urbanaininois.us](mailto:khmierkowski@urbanaininois.us).

For more information regarding use of CDBG or HOME funds in the City of Champaign, contact:

Kerri Spear, Neighborhood Programs Manager, City of Champaign, Neighborhood Services Department, at 217-403-7070. The Neighborhood Services Department email address is [NeighborhoodServices@ci.champaign.il.us](mailto:NeighborhoodServices@ci.champaign.il.us).



For more information regarding use of HOME funds in Champaign County, contact:

Lisa Benson, Social Services Director, Champaign County Regional Planning Commission, at 217-328-3313 or by email at [dkloeppel@ccrpc.org](mailto:dkloeppel@ccrpc.org)

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

The Housing Authority of Champaign County (HACC) is a Moving to Work (MTW) organization. This innovative approach to housing takes into account the impact work has on an individual, his or her personal growth, as well as an ability to provide for themselves and any other members of the household. Able-bodied public housing residents are required to work a minimum of 20 hours a week, and case management is provided to assist tenants in the job search process. Moving to Work (MTW) is a demonstration that provides a limited number of Public Housing Authorities with the ability to design and test innovative approaches tailored to their communities, using federal dollars more efficiently, providing increased support for families to become economic self-sufficient, and increasing housing choice for low income households. The broad flexibility to waive statute and regulations allows HACC to better serve and house residents while streamlining internal operations. The seven-member HACC Board of Commissioners consists of two commissioners appointed by each of the Cities of Urbana and Champaign, an appointee that rotates between the two cities called a "floating" appointee, a commissioner appointed by the Champaign County Board, and a commissioner appointed from among residents of the HACC properties. The City will work with the HACC towards the redevelopment of Urbana Townhomes complex; a developer has been selected for the site. The City will also continue to work with the HACC to develop collaborative measures to further each organization's programmatic goals in the community regarding affordable housing initiatives.

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

The HACC recently started a revised homeownership program in partnership with Habitat for Humanity of Champaign County. Habitat is a certified Community Housing Development Organization (CHDO) for the Urbana HOME Consortium. The Consortium will seek ways to continue to support Habitat, which will in turn further the homeownership goals set by the HACC for its public housing residents seeking to transition into homeownership.

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

**provided or other assistance**

The Housing Authority of Champaign County is not designated as a troubled PHA.

**Discussion**

## **AP-65 Homeless and Other Special Needs Activities - 91.420, 91.220(i)**

### **Introduction**

The Champaign County Continuum of Care (CoC) surveys homeless person in Champaign County each January as is required by HUD, in an effort to count the number of homeless individuals and families, to better understand the causes of homelessness and to plan services that will effectively address the needs of this population. In summary, the 2016 Point-In-Time survey reported that Champaign County had approximately 163 homeless individuals (including 30 children) in 136 households.

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

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

Priority will be given to programming that meets the needs of the chronic homeless population. However, of the chronic homeless population, priority will not be given to new projects at the expense of undermining the current homeless services provided by existing area organizations. The Champaign County Continuum of Care is working towards a centralized intake to assist persons experiencing homelessness find the services they need. Currently, the Phoenix Drop-in Center is working to fulfill that role. As a subsidiary of Partnering Against Homelessness, the Champaign-Urbana Canteen Run works with the Salvation Army to operate a Canteen truck that drives throughout Champaign-Urbana with the purpose of offering food, drinks, blankets, and clothing, as well as information about homeless service agencies, to anyone in need. This service is an important outreach strategy with regards to the unsheltered and chronically homeless populations.

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

The United Way and other members of the Emergency Family Shelter Steering Committee, which includes the City of Urbana, has partnered with the Housing Authority of Champaign County to rehabilitate a former Urban Park Place apartment complex into an Emergency Family Shelter. The City of Urbana maintains a Transitional Housing Program for Homeless Families with Children; the program works with homeless families by providing support and referrals so that they can become self-sufficient. The City of Urbana, through the Supportive Housing Program, administers the Homeless Families in Transition Project on behalf of Courage Connection, which provides homeless services and domestic violence services. The City of Urbana also administers the Emergency Solutions Grant through the State of Illinois and the Continuum of Care, on behalf of agencies and shelters, including Crisis Nursery and

Community Elements.

**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**

In the most recent survey data available of homeless persons in Champaign County (January 2015), 12 families with children were identified, made up of 38 individuals of whom 25 were children. Transitional homelessness occurs when a housing crisis (i.e. loss of job, domestic violence) temporarily renders an individual or family homeless. When homeless services are provided, these persons usually are able to locate and obtain another stable housing situation. The Champaign County Continuum of Care is working on data obtained from the January 2016 Point in Time Survey.

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

The Champaign County Continuum of Care seeks to address homelessness at each stage of homelessness through prevention, outreach and assessment, emergency shelters and services, transitional housing, and helping homeless persons make the transition to permanent housing and independent living. There is a wide array of services provided in the community that help coordinate these efforts throughout Champaign County.

## Discussion

<b>One year goals for the number of households to be provided housing through the use of HOPWA for:</b>
Short-term rent, mortgage, and utility assistance to prevent homelessness of the individual or family
Tenant-based rental assistance
Units provided in housing facilities (transitional or permanent) that are being developed, leased, or operated
Units provided in transitional short-term housing facilities developed, leased, or operated with HOPWA funds
<b>Total</b>

## **AP-75 Barriers to affordable housing - 91.420, 91.220(j)**

### **Introduction**

Barriers to affordable housing are largely financial. The need for affordable housing units far outweighs funding available to construct or subsidize those units. In addition to financial gaps, other social aspects play a role in an individual or family's ability to secure affordable housing, including mental illness, unemployment, drug and/or alcohol addictions, as well as criminal record. Residents seeking assistance from the Housing Authority of Champaign County must have a clean criminal record over the past five years. This policy is imposed at a federal level and cannot be amended. Persons or families affected with a criminal history often cannot secure housing in the larger metropolitan area and are forced to seek housing in outlying areas that may be more relaxed regarding background and credit checks, however, transportation may be an issue.

**Actions it planned to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment**

The cost of housing within the Consortium is not significantly affected by local public policies. The City of Champaign, the City of Urbana, and Champaign County have policies on taxation, land use, zoning, building codes, fees, etc., that are conventional and similar to other downstate Illinois and Midwest communities. Housing costs are influenced by the large number of transient tenants and homebuyers who are attending the University of Illinois. This high demand for housing has resulted in increased housing costs, especially in the rental housing market. One significant program change that the City of Urbana will be implementing regarding its owner-occupied housing rehabilitation program is the lien structure imposed on participants receiving assistance. The program formerly operated as a deferred loan program that was not forgiven until sale transfer. This often resulted in liens that remained on a property for upwards of 20 years. Some residents aging out of housing may have been burdened by the lien, or those inheriting properties had to pay the lien to receive clear title. As such, the program is being restructured to allow the lien to be forgiven after a set amount of time, such as five or ten years. This will ensure that the low-income household receives the benefit of the investment but is not burdened by long-term secondary financing.

### **Discussion**

Ways that barriers to affordable housing are being addresses is through the Tenant Based Rental Assistance (TBRA) program, as well as the Shelter Plus Care program administered by the Champaign County Regional Planning Commission, which assists hard to serve homeless individuals with disabilities and their families. These individuals primarily include those with serious mental illness, chronic problems with alcohol and/or drugs, and HIV/AIDS or related diseases.

## **AP-85 Other Actions - 91.420, 91.220(k)**

### **Introduction**

This section describes any actions to be undertaken by the City of Urbana that will further the goals of the Consolidated Plan and Annual Action Plans.

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

The communities within the Consortium face numerous obstacles to meeting underserved needs. These include but are not limited to the following: (1) Limited Financial Resources. This is the core obstacle to meeting all underserved needs. It is unlikely that there will ever be enough funding to address all housing and community development needs in the community. Funding at levels of government for many community development initiatives increases the difficulty of meeting underserved needs; (2) Success in Providing Social Services: The City of Urbana and the greater community have been very successful in developing social service assistance programming. The provision of such quality services can result in persons requiring such services migrating to the community to consume these services and programs. With this continued influx of new persons in need, it becomes increasingly difficult to meet an ever-increasing demand.

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

The City of Urbana will continue to partner with developers, as well as the Housing Authority of Champaign County, to redevelop housing units that are in need of repair or replacement. This includes assisting developers with tax credit applications, environmental reviews of the project, and the possibility of providing funds. The City of Urbana and Urbana HOME Consortium will also continue to work with Habitat for Humanity, to provide funding and properties for affordable housing units.

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

The City of Urbana will continue to seek funding opportunities to address lead hazards that are outside the scope of our other programs as funding arises. The City will continue to use Lead Safe Practices in implementing its various rehabilitation activities.

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

The Tenant Based Rental Assistance programs in the Consortium area are targeted towards persons who are below the poverty-level. The combination of self-sufficiency case management and stable housing is intended to assist households in escaping poverty. Staff will evaluate these programs for their effectiveness during the Annual Action Plan year.

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

Urbana staff work to foster creative ideas for improving the institutional structure that is part of a larger, more holistic network of services that benefit low-income households. By supporting various social service agencies through staff participation on the Continuum of Care and through the City's Consolidated Social Service Funding process, the City of Urbana plays a role in developing programmatic improvements that will further the impact of these services in the community.

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

Urbana staff regularly attend board meetings for the Housing Authority of Champaign County. The City also maintains an active presence on the Continuum of Care Executive Committee, offering assistance with various reporting and application systems inherent to the successful delivery of the Continuum of Care network. The City hosts a public hearing each year specifically for social service agencies in order to gauge the evolving needs in the community and in/within the service network.

### **Discussion**



## Program Specific Requirements

### AP-90 Program Specific Requirements - 91.420, 91.220(I)(1,2,4)

#### Introduction

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

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

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

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

#### Other CDBG Requirements

1. The amount of urgent need activities	0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	80.00%

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

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

The Urbana HOME Consortium will not be carrying out activities outside of those described in Section 92.205 in the 2016-2017 Fiscal Year.

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

For HOME assisted projects that do not include direct buyer assistance, a resale restriction will be used, to be in effect for the duration of the affordability period. The affordability period is based on the amount of HOME assistance provided to the project. A land use restriction, mortgage, and promissory note shall be recorded against the title to the property. Each of these documents will include a provision restricting the sales price such that it must be "affordable" to low-income buyers. In this instance, the affordable price results in a monthly housing cost for principal, interest, taxes and insurance of not more than 30% of the gross monthly income for a household below 80% of the area median income for the Champaign County Area. The term "low-income buyer" has an annual income, as adjusted for family size, that is less than or equal to eighty percent (80%) of the area median income (as defined by HUD) for the Champaign County area. The owner shall receive a fair return on his/her investment. The sales price may encompass the cost of any home investment documented with receipts, which can be defined as, but is not limited to, any additions to the home such as a bedroom, bathroom, or garage, replacement of heating, ventilation, or air conditioning systems, accessibility improvements such as bathroom modifications for disabled or elderly which were not installed through a federal, state, or locally-funded grant program, or outdoor improvements such as a new driveway, walkway, retaining wall, or fence. The sales price may also encompass the increase in the value of owner equity and investment as calculated by the cumulative percentage of change which is calculated by the Housing Price Index (HPI) calculator of the Federal Housing Finance Agency (X) plus 1.00 times the total owner investment at time of purchase (Y) plus the documented capital improvements (Z). A complete description of the recapture and resale provisions is found in the attached Resale and Recapture Guidelines for HOME Program Activities.

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

The City of Urbana, Urbana HOME Consortium members, and designated Community Housing Development Organizations agree that, to the extent allowable by law, to secure the HOME funds,

an agreement with the homebuyer, as well as a mortgage and promissory note shall be executed for any HOME funded homeownership property. Each document will include the prescribed net sales proceeds provisions for the recapture of HOME funds as outlined below. The mortgage and promissory note are to be recorded against the title to the property. For HOME-assisted, homeownership units, wherein HOME funds are utilized to provide direct assistance to the homebuyer, net proceeds from the sale must provide the original homebuyer, now the home seller, a "fair return" on his/her investment (including any down payment and capital improvement investment made by the seller since purchase). The table in the attached City of Urbana Resale and Recapture Guidelines for HOME Program Activities provides for the minimum terms of affordability based on the amount of direct assistance provided to the homebuyer. The period of affordability shall commence from the date the activity is identified as "completed" in HUD's Integrated Disbursement Information System (IDIS). Subject to recapture are the HOME funds that are invested in a HOME assisted unit, as a direct subsidy to the homebuyer. The subsidy could include down payment assistance and the amount of each subsidy would be a minimum of \$1,000 and differ per each homebuyer. The City will reduce the HOME investment amount to be recaptured from the Net Proceeds on a prorated basis for the time the Homeowner has owned and occupied the housing measured against the remaining years in the required Affordability Period. The prorated basis is as follows: (1) First Year - 90% of HOME investment from available Net Proceeds, (2) Second Year - 70% of HOME investment from available Net Proceeds, (3) Third Year - 50% of HOME investment from available Net Proceeds, (4) Fourth Year - 30% of HOME investment from available Net Proceeds, and (5) Fifth Year - 10% of HOME investment from available Net Proceeds. The amount of recapture funds are subject to the availability of Net Proceeds available from the resale of the property. The term "Net Proceeds" shall mean the proceeds as indicated upon a closing settlement statement of the net amount to be paid to the seller. In the event that no such statement exists, "Net Proceeds" shall mean the amount equal to the sales price (X) minus any superior private debt (Y) and minus any reasonable closing costs (Z), as determined by the City, including, but not limited to, title insurance, recording fees, Realtor's commissions or property taxes. A complete description of the recapture and resale provisions is found in the attached Resale and Recapture Guidelines for HOME Program Activities.

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

Refinancing of a project may occur only if specifically authorized in an approved Annual Action Plan, and then only if conditions of the refinancing are clearly stated in the Plan. To be eligible for refinancing a project must meet the following conditions: (1) Refinancing cannot be the primary purpose of the HOME investment. Refinancing is only appropriate when HOME funds are loaned to rehabilitate the property for which refinancing is being requested and then only when necessary to permit or ensure continued affordability. To demonstrate that rehabilitation is the primary activity for which HOME funds have been expended in connection with the property, at least \$5,000 per

unit average in HOME funds must have been provided for rehabilitation of the property, (2) The project sponsor requesting HOME funds for debt refinancing must demonstrate, and the Consortium must confirm, that disinvestment in the property has not occurred, long-term needs of the project can be met through the refinancing, and servicing the targeted population over an extended affordability period is feasible, (3) Refinancing may be approved either to maintain current affordable units or to create additional affordable units, (4) Properties for which refinancing is approved may be located anywhere within the corporate limits of the Consortium members, (5) Properties for which refinancing is approved are subject to an affordability period of at least 15 years starting on the date the refinancing is closed, (6) HOME funds cannot be used to refinance multiple-family loans made or insured by any other federal program, including but not limited to, the Community Development Block Grant Program.

## **Discussion**

NA



**ANNUAL ACTION PLAN FY 2017-2018  
PUBLIC HEARING**

**Monday, January 9, 2017, 7:00 P.M.**

**Champaign County Regional Planning Commission, 1776 E. Washington Street, Urbana**

Minutes

Present: Randy Burgett, Kelly Mierkowski, Community Development Services Department, City of Urbana.

Others Present: Lisa Benson, Champaign County Regional Planning Commission

Notice of this public hearing was faxed and emailed to the media, various social service agencies, and citizens on January 5, 2017. Notice of this public hearing was also placed on the City's website and onsite at various locations in the City's target areas on December 23, 2016.

Ms. Mierkowski called the public hearing to order at 7:00 p.m. The purpose of this public hearing is to provide an opportunity for the public to provide input and comments regarding the proposed City of Urbana and Urbana HOME Consortium Annual Action Plan for Fiscal Year 2017-2018.

Seeing no further comments, Ms. Mierkowski closed the public hearing at 7:15 p.m.

Respectfully Submitted,



Matt Rejc, Community Development Coordinator



SIGN-IN SHEET

THE CITY OF URBANA & URBANA HOME CONSORTIUM  
FY 2017-2018 ANNUAL ACTION PLAN  
NEIGHBORHOOD MEETING

MONDAY, JANUARY 9, 2017 @7:00 PM

CHAMPAIGN COUNTY REGIONAL PLANNING COMMISSION  
1776 EAST WASHINGTON STREET, URBANA

<u>NAME</u>	<u>ADDRESS</u>	<u>PHONE</u>	<u>ORGANIZATION</u>
Lisa Benson	—	217-328-3513	CCRPC
Kelly H. Montalvo	400 S. White St.	217-384-2441	City of Urbana
Emily Bouquet	400 S. Vine St.	217-384-2373	City of Urbana

**ANNUAL ACTION PLAN FY 2017-2018  
PUBLIC HEARING**

**Tuesday, January 10, 2017, 12:00 P.M.  
Urbana Civic Center, 108 East Water Street, Urbana**

**Minutes**

Present: Kelly Mierkowski, Matt Rejc, Community Development Services Department, City of Urbana.

Others Present: Katie Adams, Crisis Nursery; Charles Burton, Don Moyer Boys and Girls Club; Isak Griffiths, Courage Connection; Michelle Stallmeyer, Habitat for Humanity of Champaign County; Jason Greenly, Courage Connection; Janel Gomez, City of Champaign; Candace Godbolt, Courage Connection; Mike Doyle, University of Illinois YMCA; Josh Payne, Arne High

Notice of this public hearing was faxed and emailed to the media, various social service agencies, and citizens on January 5, 2017. Notice of this public hearing was also placed on the City's website and onsite at various locations in the City's target areas on December 23, 2016.

Ms. Mierkowski called the public hearing to order at 12:09p.m. The purpose of this public hearing is to provide an opportunity for the public to provide input and comments regarding the proposed City of Urbana and Urbana HOME Consortium Annual Action Plan for Fiscal Year 2017-2018.

Jason Greenly stated that Tenant-Based Rental Assistance (TBRA) funding has been very helpful with regards to assisting former residents of transitional housing and easing their transition to complete self-sufficiency. Courage Connection would like to see TBRA continue because it has made a tangible difference in peoples' lives. Ms. Mierkowski replied that the Urbana HOME Consortium is anticipating the announcement of a request for proposals, which will allow agencies to apply for additional HOME Investment Partnerships Program (HOME) TBRA funding.

Isak Griffiths asked if homeowner rehabilitation projects are funded by the Community Development Block Grant (CDBG). Ms. Mierkowski mentioned that some homeowner-occupied rehabilitation projects are funded through CDBG funding while others are funded through the HOME program. Janel Gomez mentioned that the City of Champaign imposes a 5-year affordability period on rehabilitation activities, while the City of Urbana imposes no affordability period.

Katie Adams reiterated Mr. Greenly's statement regarding the need for support from municipalities. Ms. Adams also wanted to emphasize that emergency day care is still a need in the community. A lack of day care can endanger the employment of low-income residents, which can also feed into housing instability and homelessness. Recent expansion of the Crisis Nursery increased its capacity, but additional emergency day care support is needed. This is also the case for children above six years of age, who cannot qualify for the Crisis Nursery.



Michelle Stallmeyer mentioned that Habitat for Humanity has noticed a large increase in qualified candidates interested in affordable homeownership opportunities and is thankful for the funding received from the Urbana HOME Consortium.

Mike Doyle stated that he has noticed a growing interest in immigrant needs and the unique challenges that they face. He stated that an immigrant welcome center could be a possible beneficial addition to the community. Ms. Gomez stated that HOME and CDBG funds haven't specifically benefitted immigrants but that is a need to be taken into account through outreach and other actions. Ms. Adams noted that interpreters are a consistent need at the Crisis Nursery, and French interpreters are in particularly high demand.

Josh Payne represented a new organization called Ame High, and he is reaching out to the community to network. The organization conducts visits with youth parolees and recently released youth, while also working with the Cunningham Children's Home. Ms. Mierkowski suggested that he contact Lisa Benson at the Champaign County Regional Planning Commission for opportunities to collaborate with the Youth Assessment Center.

Charles Burton said that the Don Moyer Boys and Girls Club now has new programs serving youth of ages 6-18, from immediately afterschool to 9pm. He is also working with youth and local police departments to identify youth who may need coping skills. He is hoping to run youth groups in schools as well.

Ms. Griffiths emphasized the effect of the domestic violence continuum on housing instability, noting that the local student population makes it easier for landlords to move on to another tenant. She stated that agencies need to work with tenants to teach them to use existing resources. Governments need to educate landlords with regards to how they can effectively work with tenants who have housing impediments, and possibly even incentivizing the housing of riskier tenants. Ms. Griffiths also stated that governments need to play an active role in educating employers with regards to employing individuals with convictions. Mr. Payne echoed the need for a dialogue with employers regarding the employment of individuals with convictions. Ms. Mierkowski stated that the Illinois Worknet Center and municipal human relations offices could assist in this regard. Ms. Griffiths reiterated that employment affects housing and the ability for individuals to overcome homelessness.

Ms. Godbolt related that many landlords stop processing applications from potential tenants who have felony issues, but that she and others help landlords to understand the role that Courage Connection plays in supporting such tenants. Ms. Godbolt stated that the refusal to rent based on felony convictions is problematic, and mentioned the possibility of using incentives or landlord education to counteract the situation. Ms. Godbolt stated that it is much more difficult to find willing landlords in Champaign than in Urbana. Ms. Gomez stated that small landlords are not subject to fair housing laws, but that Champaign's protected classes are posted on their website. Mr. Payne asked if criminal history is a protected class at Federal, State, or municipal levels, and Ms. Gomez said that staff will look into the matter, and that a landlord education component is feasible, especially in light of existing relationships with the Champaign-Urbana tenant union and the Housing Authority of Champaign County.

Seeing no further comments, Ms. Mierkowski closed the public hearing at 12:57p.m.

Respectfully Submitted,

Matthew Rejc

Matt Rejc, Community Development Coordinator



SIGN-IN SHEET

THE CITY OF URBANA & URBANA HOME CONSORTIUM  
FY 2017-2018 ANNUAL ACTION PLAN

PUBLIC HEARING

SOCIAL SERVICE AGENCIES AND HOUSING ORGANIZATIONS

TUESDAY, JANUARY 10, 2017 @NOON  
URBANA CIVIC CENTER  
108 EAST WATER STREET, URBANA

NAME	ORGANIZATION	PHONE	EMAIL
Katie Adams	Crisis Nursery	217 337 2731	Katie@crisisnursery.net
Charles Burton	Don Meyer Boys + Girls Club	217-355-5437	cburton@dmhgc.org
Josak Griffiths	Courage Connection	217 352 7151	igriffiths@ <sup>concept</sup> connection.org
Michelle Stallone	Habitat for Humanity	217-819-5113	family@shelter.org
Jason Greenly	Courage Connection	217 239 5345	jgreenly@ <sup>courage</sup> connection.org
JANEL GOMEZ	CITY OF CHAMPAIGN	217-403-7070	janel.gomez@champaign.gov
Candace Godbolt	Courage Godbolt	217-239-4871	cgadboltt@courageconnection.org
MIKE POWERS	UNIVERSITY YMCA	217-337-1500	MIKE@UNIVERSITYYMCA.ORG
Josh Payne	Ame High	217-979-4045	JoshuaPayne@aht@gmail.com
Mat Rejc	City of Urbana	217-384-2306	matr@urbanaillinois.us

**ANNUAL ACTION PLAN FY 2017-2018  
PUBLIC HEARING**

**Tuesday, January 10, 2017, 7:00 P.M.  
Urbana Council Chambers, 400 S. Vine Street, Urbana**

**Minutes**

Present: Kelly Mierkowski, Randy Burgett, Community Development Services Department, City of Urbana.

Others Present: None

Notice of this public hearing was faxed and emailed to the media, various social service agencies, and citizens on January 5, 2017. Notice of this public hearing was also placed on the City's website and onsite at various locations in the City's target areas on December 23, 2016.

Ms. Kelly Mierkowski called the public hearing to order at 7:00 p.m. The purpose of this public hearing is to provide an opportunity for the public to provide input and comments regarding the proposed City of Urbana and Urbana HOME Consortium Annual Action Plan for Fiscal Year 2017-2018.

Seeing no further comments, Ms. Mierkowski closed the public hearing at 7:45 p.m.

Respectfully Submitted,



Matt Rejc, Community Development Coordinator



**ANNUAL ACTION PLAN FY 2017-2018  
PUBLIC HEARING**

**Wednesday, January 11, 2017, 7:00 P.M.**

**Dr. Martin Luther King Jr. Elementary School, 1108 West Fairview, Urbana**

**Minutes**

Present: Don Ho, Matt Rejc, Community Development Services Department, City of Urbana.

Others Present: Megan McGinty, Resident, 1114 W. Hill Street

Notice of this public hearing was faxed and emailed to the media, various social service agencies, and citizens on January 5, 2017. Notice of this public hearing was also placed on the City's website and onsite at various locations in the City's target areas on December 23, 2016.

Mr. Rejc called the public hearing to order at 7:00 p.m. The purpose of this public hearing is to provide an opportunity for the public to provide input and comments regarding the proposed City of Urbana and Urbana HOME Consortium Annual Action Plan for Fiscal Year 2017-2018.

Megan McGinty noted that new Habitat-constructed affordable housing is of high-quality. However, she stated that the house at 1118 W. Hill Street is dilapidated and in a particularly dangerous condition. She stated that the City needs to address this structure immediately, as children live nearby and play near it. Mr. Rejc stated that the City is aware of the condition of this structure and that the City is taking measures to address it.

Ms. McGinty also said that drivers drive too quickly down Fairlawn Drive, which is also dangerous for local children. She stated that this occurs in part because people want to avoid University Avenue.

Ms. McGinty suggested that neighborhood coordination could be improved through better outreach to residents. This could be accomplished through flyers that are sent home with local students, information sent through the Parent Teacher Association at King School, and in collaboration with Habitat for Humanity.

Ms. McGinty stated that a neighborhood garden near Hill Street and Goodwin Avenue could be particularly beneficial to the neighborhood.

Seeing no further comments, Mr. Rejc closed the public hearing at 7:55 p.m.

Respectfully Submitted,



Matt Rejc, Community Development Coordinator



**ANNUAL ACTION PLAN FY 2017-2018  
PUBLIC HEARING**

**Thursday, January 12, 2017, 7:00 P.M.  
Crystal View Townhomes Community Center, 102 E. Stebbins Dr., Urbana**

**Minutes**

Present: Don Ho, Matt Rejc, Community Development Services Department, City of Urbana.

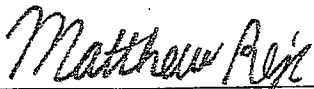
Others Present: None

Notice of this public hearing was faxed and emailed to the media, various social service agencies, and citizens on January 5, 2017. Notice of this public hearing was also placed on the City's website and onsite at various locations in the City's target areas on December 23, 2016.

Mr. Rejc called the public hearing to order at 7:00 p.m. The purpose of this public hearing is to provide an opportunity for the public to provide input and comments regarding the proposed City of Urbana and Urbana HOME Consortium Annual Action Plan for Fiscal Year 2017-2018.

Seeing no further comments, Mr. Rejc closed the public hearing at 7:22 p.m.

Respectfully Submitted,



Matt Rejc, Community Development Coordinator





**PUBLIC HEARING**  
**ANNUAL ACTION PLAN FY 2017-2018**  
**ANNUAL ACTION PLAN AMENDMENT FY 2014-2015 AND 2015- 2016**

**Tuesday, March 28, 2017, 7:00 P.M.**  
**Urbana Council Chambers, 400 S. Vine Street, Urbana**

**Minutes**

Present: Fred Cobb, Jerry Moreland, Lauren Karplus, Anne Heinze Silvis, Janice Bengston, Michael Braun, Abdulhakeem Saalam and Karin Hodgins-Jones, Community Development Commission

Present: Kelly Mierkowski, Matt Rejc, Don Ho Community Development Services Department, City of Urbana.

Others Present: Jason Greenly and Candace Godbolt from Courage Connection, Ben Lewis from Habitat for Humanity of Champaign County, Janice Parker from Navicore.

Notice of this public hearing was also placed on the City's website on March 10, 2017, along with the notice that the public comment period would begin March 27, 2017 and it will last for 30 days.

Chairperson Cobb called the public hearing to order at 7:01 p.m. The purpose of this public hearing is to provide an opportunity for the public to provide input and comments regarding the proposed City of Urbana and Urbana HOME Consortium Annual Action Plan and Budget for Fiscal Year 2017-2018, as well as proposed City of Urbana and Urbana HOME Consortium Annual Action Plan Amendment for Fiscal Year 2014-2015 and 2015-2016.

Ms. Mierkowski explained that with regards to HOME and CDBG grants, all the proposed activities are adjusted to match the different estimated funding scenarios. HUD had suggested the Grants Management Division (GMD) to put different scenarios in the AAP and also to be prepared that the City may not be able to submit the APP in May like in the past. The reason is that the City does not have to do another 30-day period public hearing again when the allocation amount is revealed. It is still not clear when the GMD finds out the allocation amount for both grants.

Ms. Mierkowski then explained each different activity and its allocation under CDBG and HOME. CDBG activities include Administration (20%), Program Delivery, Public Service (15%), Emergency Grants, Access Grants and Property Acquisition. HOME activities include Administration (10%), City of Champaign portion, City of Urbana portion, Champaign County Regional Planning Commission portion. Budget scenario #1 shows no changes, budget scenario #2 shows a 10 percent reduction and budget scenario #3 shows a 10 percent increase.

Ms. Mierkowski mentioned the proposed amendment to the AAP 14-15 and AAP 15-16. She clarified that this is mostly carryover funds and related to the Request for Proposals (RFP) from three different agencies. These three agencies will also give out presentations to share what they

do and their missions right after Staff Report. The memo shows the amount that GMD is amending. Part of the money is from the City of Champaign and also part of the money is from the City of Urbana. Ms. Mierkowski then asked if anyone from the Community Development Commission or the audience had any questions.

Commissioner Karplus asked if GMD has heard anything about federal funding recently because of Urbana's status as a sanctuary city. Ms. Mierkowski said that there was not a lot of information out there. GMD had not heard much except for a couple of different bills and the Attorney General comments on sanctuary cities. GMD had also not heard anything that we would not receive any money. GMD will continue to pay close attention to this issue.

Chairperson Cobb asked if people have a good understanding of all this information, presuming that all the information has been disseminated. Ms. Mierkowski explained that all this information has been posted on the website. Since there is a 30-day period for public comments, she suggested that the audience would take a look and contact GMD if they have any questions.

Seeing no further comments, Chairperson Cobb closed the public hearing at 7:11 p.m.

Respectfully Submitted,



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Don Ho, Community Development Coordinator