



# **WASHTENAW URBAN COUNTY**

**CONSOLIDATED STRATEGY AND PLAN**

**FY 2010 ONE-YEAR ACTION PLAN**

July 1, 2010 through June 30, 2011

# **DRAFT**

**Urban County Executive Committee Approval:  
Washtenaw County Board of Commissioners Approval:**



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# Third Program Year Action Plan

The CPMP Third Annual Action Plan includes the [SF 424](#) and Narrative Responses to Action Plan questions that CDBG, HOME, HOPWA, and ESG grantees must respond to each year in order to be compliant with the Consolidated Planning Regulations. The Executive Summary narratives are optional.

## Narrative Responses

### GENERAL

#### Executive Summary

The Executive Summary is required. Include the objectives and outcomes identified in the plan and an evaluation of past performance.

Program Year 3 Action Plan Executive Summary:

#### Program Year 3 Action Plan Executive Summary:

The Washtenaw Urban County Annual Action Plan summarizes the 2010-11 annual goals and objectives for the Community Development Block Grant (CDBG), HOME Investment Partnerships Program (HOME), and Neighborhood Stabilization Program I (NSP I) funding that comes to the County from the U.S. Department of Housing & Urban Development (HUD) for the jurisdictions currently participating in the Urban County. *The Washtenaw Urban County is comprised of the City of Ann Arbor, the City of Ypsilanti, Ypsilanti Charter Township, Pittsfield Charter Township, Ann Arbor Charter Township, Bridgewater Township, Salem Township, Superior Charter Township, York Township, Scio Township, Northfield Township, and Washtenaw County as the lead entity.* The Urban County was created through cooperation agreements signed by the participating jurisdictions in 2002 and began operating in July of 2003, with three new jurisdictions joining in 2006, and one new jurisdiction, the City of Ann Arbor joining in 2009. The overall local goals that guide all Office of Community Development activities in the Urban County are listed below.

- To improve the quality, management, and supply of existing rental property available to low-income households.
- To increase homeownership opportunities for low-income households.
- To increase homeowner rehabilitation opportunities for low-income households.
- To promote housing and community stability by addressing identified gaps in public/human services.
- To promote access to mainstream resources, improve safety and livability, reduce isolation, encourage employment, and support special populations and people who are homeless.
- To promote community inclusion and accessibility to public transportation, fair housing choice, and economic opportunities for low-income households.

- To promote community and neighborhood stability through the improvement of existing or the construction of new community facilities, parks, and green spaces in low-income neighborhoods.
- To promote the safety and health of residents by providing and/or addressing infrastructure and other public facility needs in low-income neighborhoods.
- To encourage the development of jobs and economic opportunities for low-income areas.
- To create community assessments and plans that identify and address regional and local housing and community development needs.

**Urban County Vision:** The Washtenaw Urban County community is committed to creating housing and economic opportunities to provide a suitable living environment, principally for our low to moderate income residents.

## **COMPONENTS OF WASHTENAW URBAN COUNTY ANNUAL ACTION PLAN**

The 2010-11 Annual Action Plan covers the period from July 1, 2010 through June 30, 2011 and it is divided up into the following six main sections:

### **Section 1: General Narrative**

This part of the plan lists the resources available to address housing & community development needs in Washtenaw County; provides a summary of the needs identified in the 5-year Consolidated Plan; and includes maps that demonstrate areas where there are concentrations of lower-income households in the Urban County.

### **Section 2: Housing**

This section includes specific annual housing objectives, Urban County housing priorities, needs of public housing, and housing barriers.

### **Section 3: Homeless**

This narrative includes information about the local strategies and plans to address and prevent homelessness in the coming year.

### **Section 4: Community Development**

This part includes specific annual community development objectives, Urban County community development priorities, and information about local anti-poverty efforts.

### **Section 5: Non-Homeless Special Needs**

This section includes specific annual objectives and priorities for services to the elderly, persons with disabilities, HIV/AIDS, addictions, and public housing residents.

### **Section 6: Attachments**

The attachments include all required market analysis; housing and community development needs tables; summaries of specific goals & projects; and HUD Forms.

## INITIATIVES:

The Office of Community Development (OCD) continues to integrate all of the City and County programs, including Housing Rehabilitation (Single-Family), Multi-Family Development, Public (Human) Services, Public Infrastructure and Facilities and Homeowner Down Payment Assistance. **On December 16, 2008, the Urban County Executive Committee voted to adopt the consolidated 2009-2011 Human Services Priorities and a new decision-making process for awarding general funds and CDBG funds to non-profit service providers.** *The Human Services priorities for 2009-2011 are (1) Housing, (2) Economic Stability, (3) Health, and (4) Youth.* The Washtenaw County Board of Commissioners voted to include the County's general funds for Children's Well-Being in the decision-making process adopted in 2008. There is now one application and review process for the distribution of all City and County Human Services funding.

Community Development has changed the focus of the homebuyer program from a speculative purchase and rehabilitation program to a buyer-driven program similar to the Homebuyer Purchase Rehabilitation (HPR) model used by the Michigan State Housing Development Authority (MSHDA). Due to the continual loss of jobs, housing foreclosure crisis and relocation of residents outside of Michigan, the supply of available housing far exceeds the demand for the construction of new housing. Low-income homebuyers are able to purchase new homes that were unaffordable 3 years ago in suburban neighborhoods. With the exception of Habitat for Humanity, which has a pool of pre-approved buyers, the County is no longer providing funds to non-profit housing developers to purchase and rehabilitate a home without a buyer. The developer works with pre-qualified buyers to find a home and then rehabilitate it. Potential buyers must first attend 8-10 hours of homebuyer education, financial literacy and home maintenance classes before they can access down payment and rehabilitation assistance. Community Development continues to fund the homeowner education and counseling classes provided by the Washtenaw Housing Education Partners (WHEP). WHEP includes MSU Extension, Habitat for Humanity of Huron Valley, POWER Inc., Community Housing Alternatives (CHA), the Washtenaw County Treasurer's Office, Housing Bureau for Seniors, and the Office of Community Development.

CD continues to partner with the City of Ann Arbor Public Services Area on three initiatives. CD is income-qualifying Ann Arbor residents who are unable to pay for (1) annexation fees, (2) sidewalk repairs (up to 50% AMI) and (3) plumbing repairs associated with the City's conversion to automated water meters. These residents will receive grants or interest-free loans to enable them to comply with City ordinances.

CD is in Year 4 of implementing recommendations from the Housing Needs Assessment completed in 2007/08. The goal is to provide solutions to encourage socio-economic diversity in all the municipalities in Washtenaw County through public/private partnerships and strategic use of resources.

CD has implemented five recommendations from the Housing Needs Assessment.

1. Mortgage foreclosure continues to be a critical problem with long-term ramifications throughout the County. According to the County Clerk's office: 1,196 homes were auctioned at a sheriff's sale in 2009 down from 1,439 in 2008, 1,151 in 2007 and 703 in 2006.

- a. Washtenaw County and the City of Ann Arbor contributed \$160,000 in local funds toward a Mortgage and Tax Foreclosure Program in collaboration with the Washtenaw County Treasurer's Office, MSU Extension, Legal Services of South Central Michigan and the Housing Bureau for Seniors. This is the continuation of a program that began in 2008.
  - b. In addition, CD has created a program to acquire \$1 HUD mortgage foreclosed homes for Habitat for Humanity to rehabilitate and resell to low-income homeowners. The intent is to expand the program to work with private financial institutions and to sell foreclosed units to non-profits to provide rental properties where appropriate.
2. Regional planning was recommended to coordinate resources and create efficiencies. Urban County jurisdictions participate in many County-wide taskforces and commissions related to planning. The County has created the Department of Economic Development and Energy (formerly Strategic Planning) which is taking the lead of several County-wide regional planning initiatives including the Eastern Leaders Group, Washtenaw Avenue Task Force and Cross Street Revitalization Task Force.
3. Community Development is recommending to each Urban County Jurisdiction that they adopt PA 612 of 2006 which provides up to a 2-year tax abatement to non-profit housing providers whose mission is homeowner housing to acquire, rehabilitate and resell units or acquire land and build new housing for low-income homebuyers.
4. The Urban County funded 17 additional supportive housing units that were occupied in FY 09/10.
5. The Urban County continues to use CDBG funding to provide a County-wide accessibility ramp program targeted at elderly and disabled residents. CD is currently in discussion with Neighborhood Senior Services to set aside funding to assist their clients in need of ramp assistance who cannot afford to pay for a ramp.

CD is in Year 3 of an initiative to adopt energy efficient and green construction standards for affordable housing projects as well as housing rehabilitation. CD has partnered with the County's Weatherization Program, administered through the Employment Training and Community Services Group, and the Clean Energy Coalition to provide training to contractors and subcontracts in energy efficiency and weatherization improvements. In addition, CD is working with the City of Ann Arbor Energy Coordinator to implement a low-interest loan program for energy-related improvements to residential and commercial properties through the Energy-Efficiency and Conservation Block Grant. The Urban County continues to provide CDBG funding to operate the County-wide Energy Efficiency Program adopted in 2008. Housing Rehabilitation Specialists work with housing non-profits to implement energy-efficiency improvements into the final specifications for all homeownership assistance and multi-family rehabilitation projects based on the energy auditors recommendations.

The City of Ann Arbor and Washtenaw County are in Year 3 of an initiative to each contribute \$10,000 per year in mini-grants for non-profit housing providers. The City and County have contracted with the Local Initiatives Support Corporation (LISC) to provide technical assistance to non-profit housing providers and the grants must be used to implement the work plans developed between the non-profit and LISC. FY 09/10 will be the final year of funding from the City and County to support this initiative.

Washtenaw County contracted with the Washtenaw Housing Alliance (WHA) to develop a 10-year Plan to End Homelessness, following President Bush's national initiative. The WHA has brought together hundreds of community leaders, private and public organizations, for-profit and nonprofit businesses, service providers and service users to develop the "Blueprint to End Homelessness". The Blueprint has been incorporated into this document and the community is now working on implementing the Blueprint. CD continues to work with a community taskforce to create a sustainable revenue source for housing supportive services.

CD is working with staff from the City of Ypsilanti and City of Ann Arbor to administer the CDBG and NSP demolition programs for both jurisdictions to remove blighted commercial and residential properties in high priority areas. The NSP II application submitted by CD on behalf of Washtenaw County and the City of Ann Arbor was not approved by HUD. However, CD plans to apply for any re-allocated NSP I funds that are made available from HUD and MSHDA. CD staff continues to meet at least monthly with local officials from both jurisdictions to identify blighted and dangerous properties.

CD is partnering with Community Action Network (CAN), City Council representatives, Ann Arbor Police, non-profit providers, and community members on developing a revitalization plan for the Arbor Oaks neighborhood.

Congress passed the American Recovery and Reinvestment Act (Recovery Act) in February of 2009, releasing additional funds to formula grantees to bolster existing programs such as CDBG and existing homeless prevention programs. CDBG entitlement communities received additional funds to be treated as substantial amendments to their FY 09 allocations through what has been termed CDBG-Recovery (CDBG-R) funds and for homeless prevention activities through Homeless Prevention and Rapid Re-Housing (HPRP) funds. The funds are generally governed by existing CDBG and ESG regulations, but with an emphasis on immediate utilization in order to produce a positive impact on the economy. In FY 09, the City of Ann Arbor received \$287,298 in CDBG-R funds and Washtenaw County received \$308,567 in CDBG-R funds. This year, CD will continue to work to ensure that the CDBG-R projects that were awarded funding are completed on time.

In FY 10, Washtenaw County will receive \$250,000 in re-allocated HOME CHDO Green funds to produce energy efficient and environmentally-friendly housing units that are owned, developed or sponsored by eligible CHDOs using design and technology models that can be replicated, in accordance with their original applications. Washtenaw County will use its grant award to fund the Avalon Housing, Inc. - Near North Project. Avalon will develop 39 new-construction rental units in an established neighborhood in downtown Ann Arbor. 19 units are targeted for households at 50% of Area Median Income or less and 11 units are reserved for special needs tenants. Upon completion, all assisted units will be certified as Energy Star qualified housing.

## **HUD OBJECTIVES AND OUTCOMES**

The following objectives and outcomes for the period July 1, 2010 - June 30, 2011 are listed below, and are based on HUD's new performance measurement system. The number of units, households and individuals served are based on HUD CDBG and HOME-funded activities. City and County General Funds were not included below, but are incorporated into other sections of this Annual Action Plan. Note: All specific objectives are numbered from the Summary of Specific Annual Objectives Worksheet included with this plan.

### **Specific Objective: Decent Housing**

#### **Outcome: Affordability**

- 34 LMI households will become homebuyers by acquiring and rehabilitating Habitat homes, acquiring and rehabilitating homes through Community Housing Alternatives and acquiring cooperative units at Arrowwood Cooperative.
- 6 households under 50% AMI will acquire Cooperative Housing membership.
- 190 units of affordable rental housing will be acquired and/or rehabilitated for special needs, homeless, and/or households with incomes under 50% of AMI.
- 39 units of new affordable rental housing will be constructed for households with incomes under 50% of AMI.
- 36 LMI households will receive low- or no-interest loans/grants to rehabilitate their homes for increased safety and quality.

#### **Outcome: Sustainability**

- 744 Rental Housing Units in West Willow, Liberty Square, Grove Road Appleridge, Holmes Road, Ecorse Road, and Thurston neighborhoods in Ypsilanti Township will be inspected for code compliance.

### **Specific Objective: Suitable Living Environment**

#### **Outcome: Availability/Accessibility**

- 345 households will receive transitional housing and housing crisis services to promote housing and community stability.
- 2200 individuals with special needs will receive night shelter, services, and medical care to improve safety and livability.
- 125 residents will receive transportation to promote community inclusion and increase economic opportunities.
- Montibeller Park in Pittsfield Township will be rehabilitated to improve the functionality of this public facility.

#### **Outcome: Sustainability**

- 20 ADA Curb cuts will be constructed in the City of Ypsilanti, Ypsilanti Township will improve 3 roads, Superior Township will improve 1 road, Northfield Township will provide façade improvement grants, and Pittsfield Township will improve 1 sidewalk in order to increase the safety and sustainability of public infrastructure.
- 4 Community Based Development Organizations will be created to revitalize neighborhoods.
- 3 properties will be demolished to increase the livability and sustainability of target neighborhoods.



## **EVALUATION OF PAST PERFORMANCE**

Since FY 08/09, CD staff has worked internally and with its community partners to increase the number of completed projects and level of expenditures in three project areas: housing rehabilitation, homeownership assistance, and public infrastructure/facilities. Over the last year, work assignments among the Rehabilitation Specialists have been changed to improve program efficiency and increase the level of customer service. Two new components were implemented in 2009, manufactured housing repair and accessibility ramp assistance. Moving forward, manufactured housing assistance will be reviewed on a case-by-case basis after comparing the estimated rehabilitation costs against the value of the unit. The Urban County will continue to provide CDBG funding for the Accessibility Ramp Program.

The HOME Homeownership Assistance projects under contract with Community Housing Alternatives (CHA) and Habitat for Humanity of Huron Valley (Habitat) fell behind schedule in the acquisition, rehabilitation and resale and new construction of affordable homeownership units to low-income homebuyers. Over the last twelve months, Habitat and CHA have completed all of the HOME units under contract with CD. CD will continue to provide technical assistance this year with the goal of increasing their production capacity to develop both HOME and NSP-funded ownership housing.

Last, a significant number of the CDBG public infrastructure and facilities improvement projects carried over from prior years have been completed. CD will continue to work with staff at the local jurisdictions to ensure projects are planned in eligible areas, competitively bid, regulations are adhered to (i.e. Section 3 and Davis-Bacon), and contracts are awarded so CDBG and CDBG-R funds are expended in a timely manner.

## General Questions

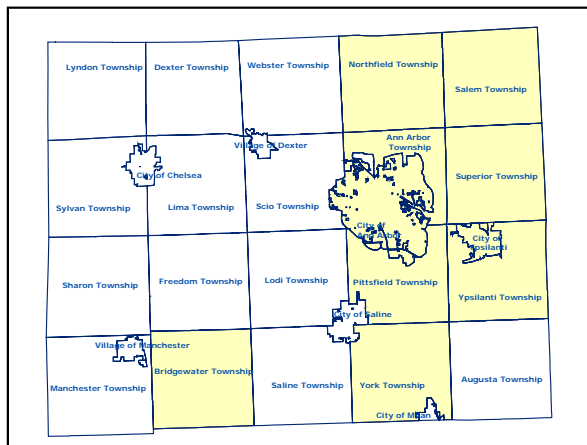
1. Describe the geographic areas of the jurisdiction (including areas of low income families and/or racial/minority concentration) in which assistance will be directed during the next year. Where appropriate, the jurisdiction should estimate the percentage of funds the jurisdiction plans to dedicate to target areas.
2. Describe the basis for allocating investments geographically within the jurisdiction (or within the EMSA for HOPWA) (91.215(a)(1)) during the next year and the rationale for assigning the priorities.
3. Describe actions that will take place during the next year to address obstacles to meeting underserved needs.
4. Identify the federal, state, and local resources expected to be made available to address the needs identified in the plan. Federal resources should include Section 8 funds made available to the jurisdiction, Low-Income Housing Tax Credits, and competitive McKinney-Vento Homeless Assistance Act funds expected to be available to address priority needs and specific objectives identified in the strategic plan.

## Program Year 3 Action Plan General Questions response:

### ITEM 1. DESCRIBE THE GEOGRAPHIC AREAS OF THE JURISDICTION

#### Washtenaw Urban County Membership

The Urban County is located in Washtenaw County, which is in the southeastern region of the state of Michigan. A total of nine townships—Ann Arbor, Bridgewater, Northfield, Pittsfield, Salem, Scio, Superior, York, and Ypsilanti together with the City of Ypsilanti and the City of Ann Arbor comprise the Urban County. Together, they accounted for approximately 87% of the total county population (280,381) in 2000.



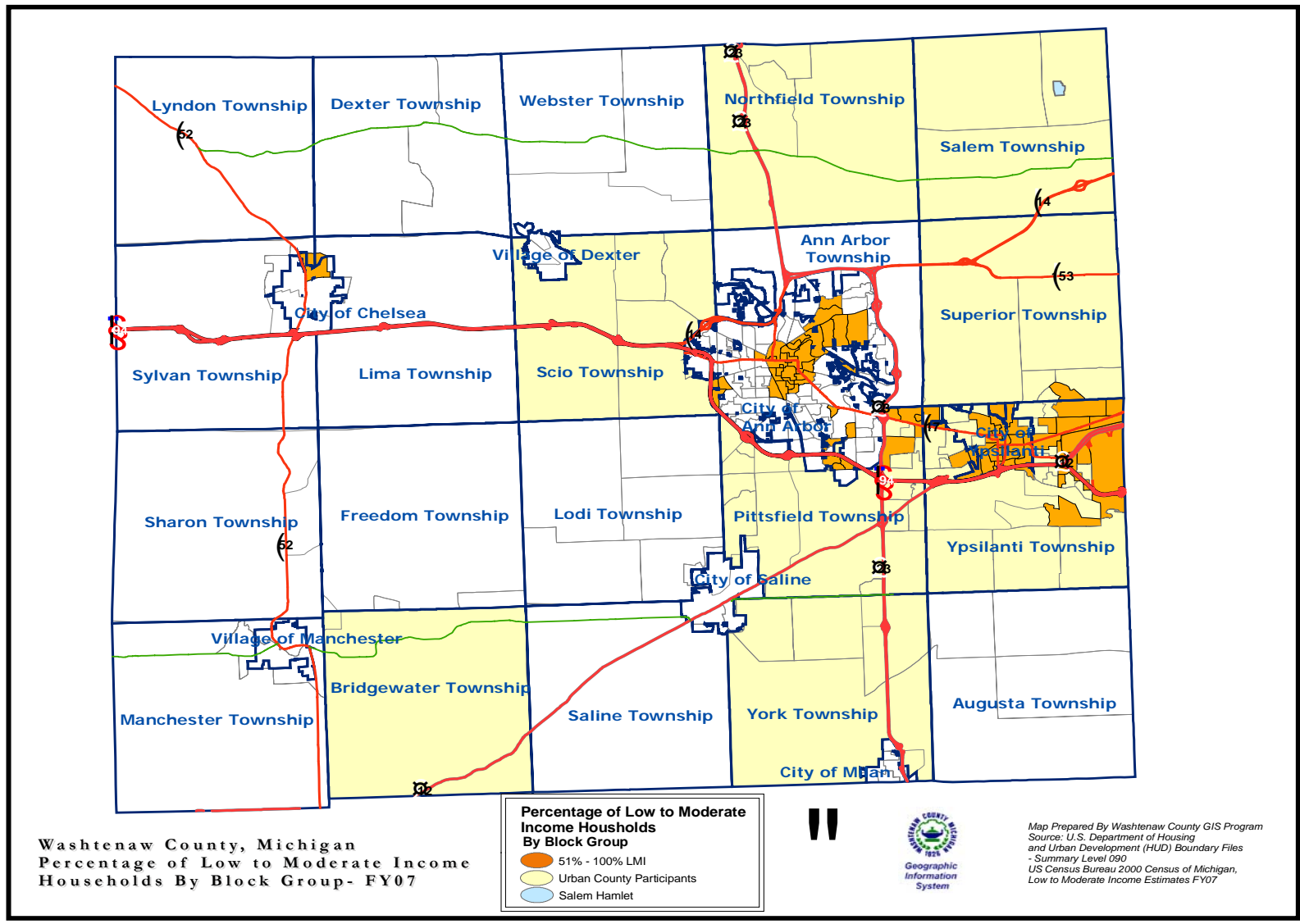
#### 2008-2013 Urban County

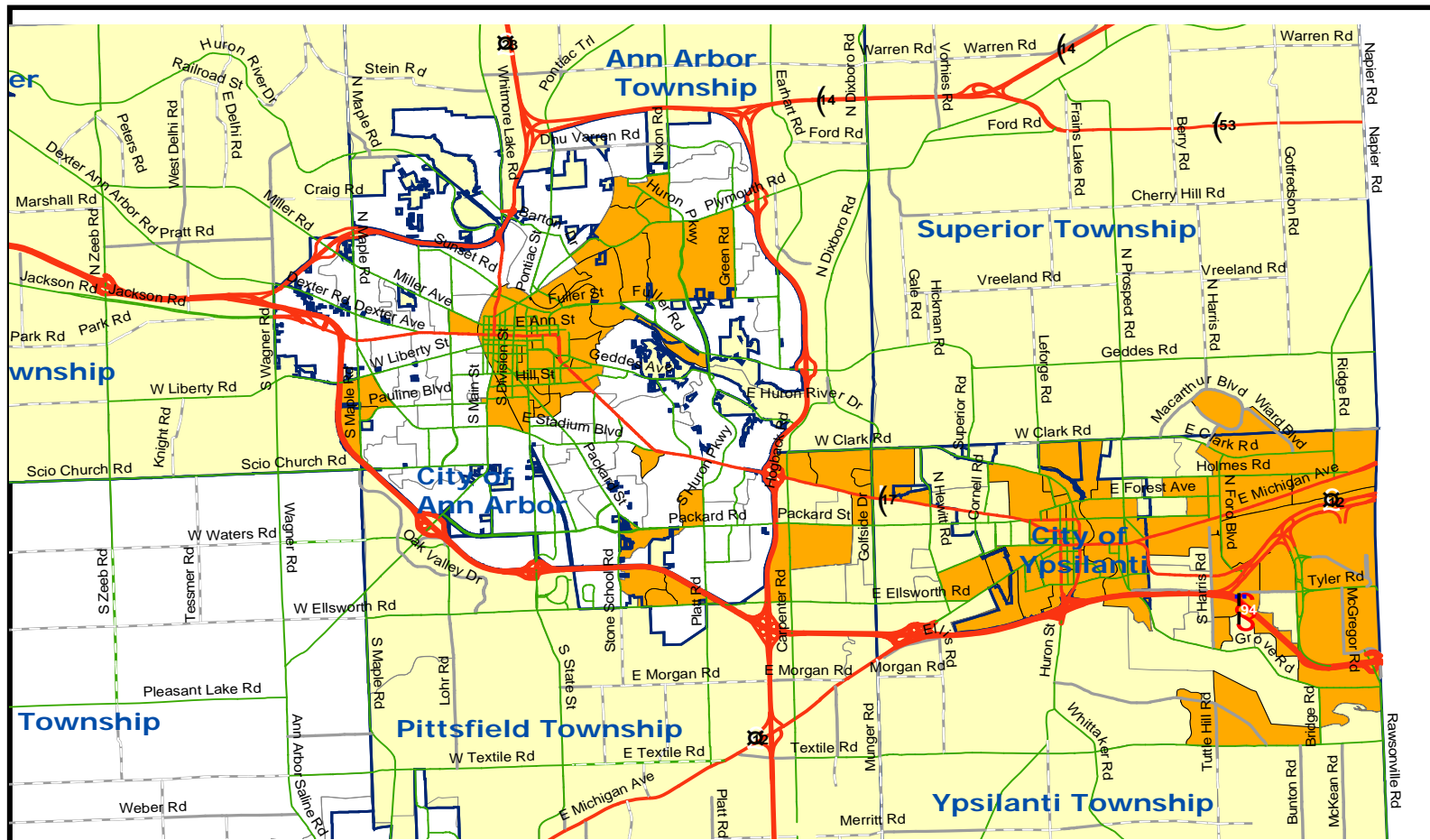
The Urban County encompasses both rural and urban areas. The majority of the population for Ann Arbor, Northfield, Pittsfield, Scio, Superior and Ypsilanti Townships reside in urban areas. In contrast, Bridgewater, York, and Salem Townships have more people living in rural areas. By contrast, the City of Ypsilanti and the City of Ann Arbor are entirely urban.

#### Areas with Concentrations of Low--income Households

The Urban County housing and community development **goal is to encourage mixed-income neighborhoods and therefore are directing assistance throughout the Urban County.** However, neighborhoods with high concentrations of low-income households will be prioritized for housing rehabilitation human (public) services and public infrastructure/facilities improvements. These neighborhoods generally include areas with older housing stock, a lack of stable and eroding

infrastructure as well as high concentrations of rental units. The maps on the following pages show areas within the Urban County that have a 51% or higher concentration of low-income households. Note: Salem Township Hamlet, as shaded on the map below was identified by survey to have at least 51% LMI Households.





Washtenaw County, Michigan  
 Ann Arbor/Ypsilanti Urban Area  
 Percentage of Low to Moderate Income  
 Households By Block Group- FY07

**Percentage of Low to Moderate Income Households By Block Group**

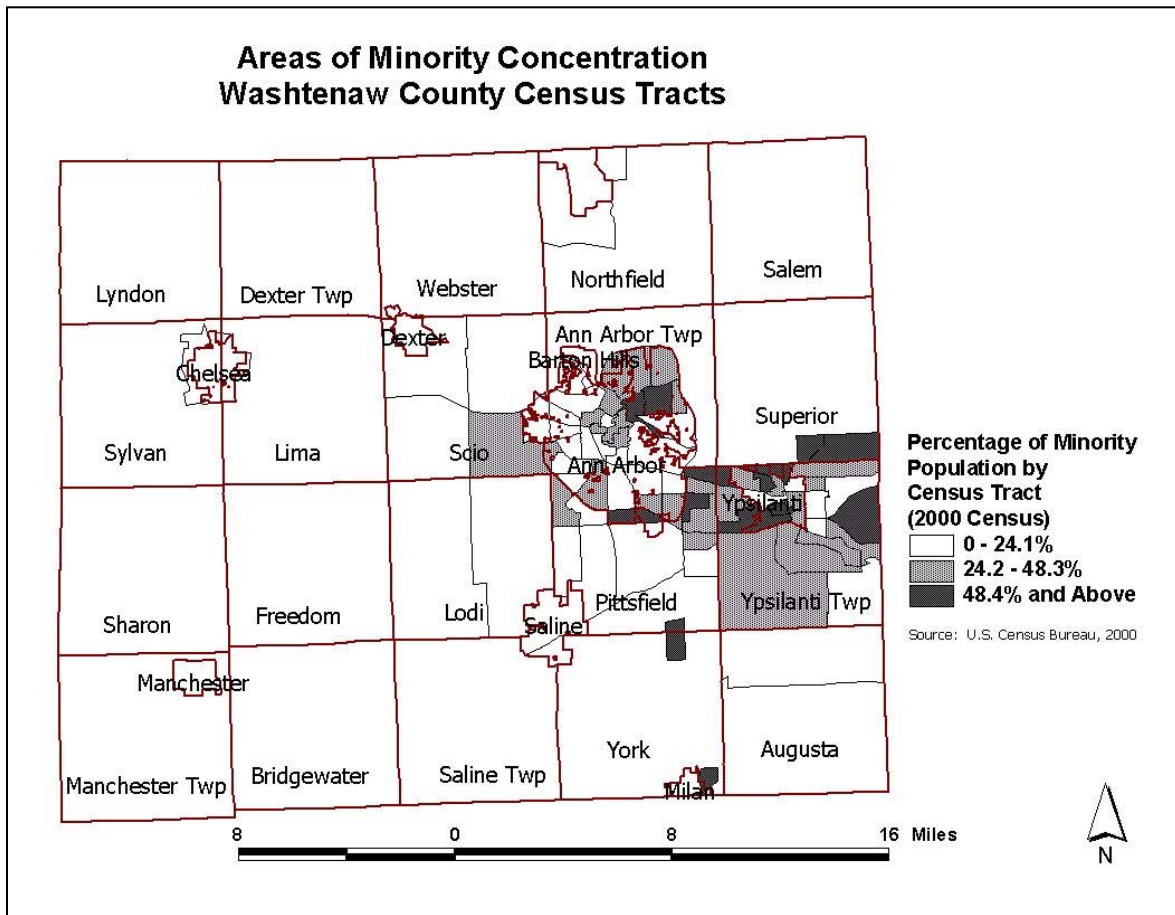
- 51% - 100% LMI
- Urban County Participants



Map Prepared By Washtenaw County GIS Program  
 Source: U.S. Department of Housing and Urban Development (HUD) Boundary Files - Summary Level 090  
 US Census Bureau 2000 Census of Michigan, Low to Moderate Income Estimates FY07

### **Areas with Concentrations of Minority Households**

The map below details three levels of concentrations of minority populations within the Urban County. First, the lightest areas of the map signify a concentration that is lower than the Washtenaw County average (24.2% minority). Second, the gray areas indicate a population that is equal or greater than this average, but less than twice the county-wide average (48.4% minority). Third, the black areas indicate a minority concentration that is at least double the county-wide average. From this map, one can observe that large portions of the City of Ypsilanti and the eastern Townships of the Urban County have richer concentrations of minority households. Areas with high minority concentrations that are low-income will also be prioritized for housing rehabilitation, public (human) services, public infrastructure/facilities improvements, and homeownership assistance.



### **ITEM 2. DESCRIBE BASIS FOR ALLOCATING FUNDING GEOGRAPHICALLY WITHIN THE JURISDICTION**

Decision making regarding the allocation of funding geographically in the Urban County is guided by three main factors. First, projects are generally concentrated in areas where the total population and the low-income population is highest, since those tend to be the areas of greatest need. Second, the Urban County member jurisdictions have committed to working together regionally to develop and implement projects that meet the affordable housing and community development needs of the overall community. Therefore, projects will be funded outside of the

areas of concentration to serve lower-income families in rural areas that also have need. Last, the Urban County Executive Committee by-laws were amended in 2008 to include a formula that guides the distribution of projects over each three-year qualification period, taking into account such factors as total population, number of residents experiencing housing problems, and the number of residents living in poverty. To the greatest extent practical, it is the role of the Office of Community Development to balance the projects across jurisdictions according to this formula over a three-year period.

### **ITEM 3. ACTIONS PLANNED TO ADDRESS OBSTACLES TO MEETING NEEDS OF UNDERSERVED**

#### **Federal Funding Cuts**

While the HUD Community Development Block Grant (CDBG) and HOME Investment Partnership (HOME) Program funding continues to decline, federal reporting requirements have become more complex and time consuming since the CDBG program's inception in 1975. As the federal allocation shrinks due to the ongoing economic crisis, the administrative cap of 20% for CDBG funds and 10% for HOME funds does not cover the full cost of staffing the programs. In 2010, CD will receive a total of approximately \$2.1 million in local general funds to support the federal programs with \$36,000 from Washtenaw County and \$2 million from the City of Ann Arbor, respectively. Approximately \$360,164 in HOME matching resources, but these contributions are not reflected in the CAPER or IDIS for HUD reporting purposes unless the general funds are matching the federal funds.

#### **Cost**

The greatest obstacle to providing additional affordable housing in Washtenaw County is the cost of land, housing, related infrastructure and community development expenses. The housing stock in the lower price ranges tends to be older, in need of rehabilitation, and often has environmental problems such as lead-based paint. Non-profit service providers are also impacted by the high commercial rent and commercial property prices in the area. Furthermore, the high cost of development in certain areas of the County tends to result in a concentration of lower-income housing, Section 8 vouchers, and other community services in low-income communities that are already struggling to provide necessary services. This trend has also concentrated poverty in other municipalities. The challenge is to promote economic diversity and balance throughout the metropolitan area.

#### **Affordability Mismatch**

HUD refers to the "Affordability Mismatch" as the mismatch or difference between the supply of housing units available (for-sale and rent) and affordable to each income range and the number of households (owner and renter) in each income range. The Affordable Housing Needs Assessment data found that although it initially appeared that there was more than enough units available for the number of low-income households, the reality is that many of the low-cost housing options were occupied by households that could afford higher cost housing, based on spending 30% of their income or less on housing. People can choose to live wherever they desire and can afford. The private market is not providing enough units for very low-income and extremely low-income households because those units are not income restricted.

### **Infrastructure**

In 2003, the City amended the water and sewer ordinances to increase tap-in fees to over \$15,000 per unit, which added another financial burden to affordable housing developers. The City is also under a federal order to disconnect all of the storm water footing drains from sewer drains costing between \$5,000 and \$10,000 per disconnect. The Office of Community Development is working with the Public Services Area to coordinate the City's footing drain disconnect program to offset the cost for new construction affordable housing units.

### **Property Taxes**

Taxes for Washtenaw County residents particularly those in the City of Ann Arbor are also a barrier to affordable housing. The City has attempted to offer relief from the tax burden by adopting affordable housing covenants in perpetuity, which prevents an affordable housing unit from being sold at fair market value. Consequently, the taxable value is based on the restricted sales price instead of the market value.

### **Nimbyism**

Neighborhood opposition continues to be a problem for new affordable housing developments and in some cases, acquisition and rehabilitation projects. Developers are encouraged to work with local officials and neighbors to address concerns when projects are still in the planning process. Opposition can also occur for nonprofits that provide public services. CD continues to work to increase community awareness and remove the stigma of affordable housing.

### **Impediments to Fair Housing Choice**

The Office of Community Development and the Urban County Executive Committee will continue to develop a 5-year work plan to implement the strategies included in the Washtenaw Urban County 5-Year Consolidated Strategy and Plan for 2008-13 to improve access to fair housing choice for residents within the Urban County boundaries.

In addition to the implementation of these strategies, CD will continue to provide general fund support from the City and County to the Fair Housing Center of Southeastern Michigan during the program year to provide testing and investigation into complaints of housing discrimination. Impediments to fair housing choice are currently mitigated by the following on-going County efforts:

- The on-going testing work through the Fair Housing Center of Southeastern Michigan;
- CD's on-going support of housing non-profits that work to add to and preserve affordable housing stock in the community;
- CD's support of agencies which provide services to low-income households; and
- CD's provision of fair housing materials.



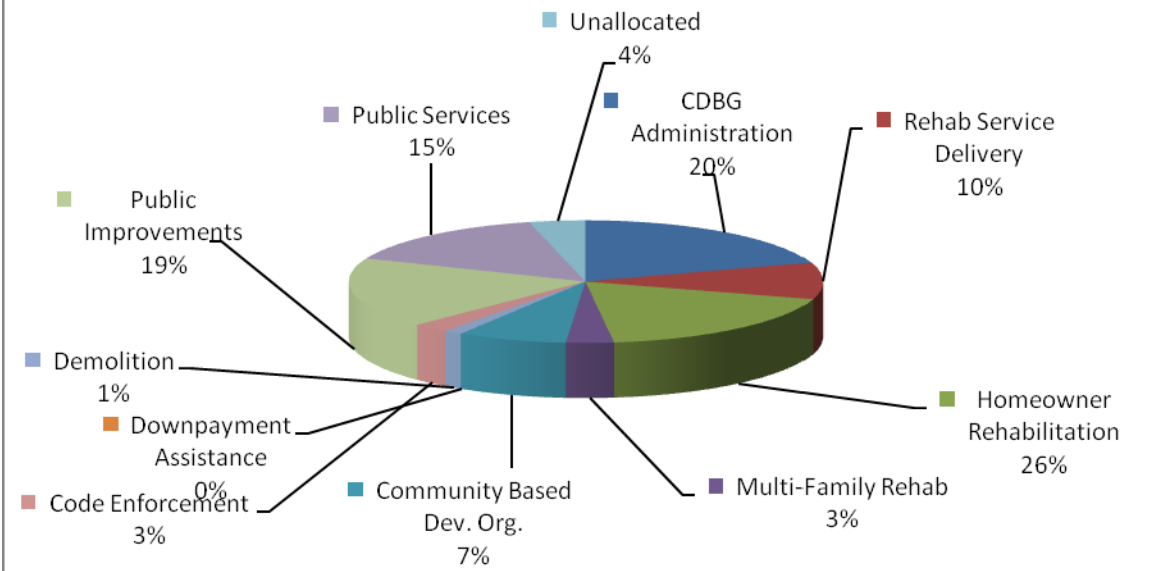
#### **ITEM 4. FEDERAL, STATE, AND LOCAL RESOURCES AVAILABLE TO ADDRESS NEEDS IDENTIFIED IN PLAN**

The Office of Community Development will primarily use HOME Investment Partnerships Program (HOME), Community Development Block Grant (CDBG), Neighborhood Stabilization Program (NSP) and Emergency Shelter Block Grant (ESG) to accomplish the specific objectives and outcomes in this annual plan. The City of Ann Arbor will provide \$1,215,744 in General funds for public/human services and housing in FY 2010-11. The City supports non-profits that apply for funding from local foundations such as the Knight Foundation, Ann Arbor Community Foundation and United Way. In addition, the County will contribute approximately \$100,000 in general funds for public/human services and HOME match resources (\$360,164) to meet the HOME program requirements and facilitate the development of affordable housing projects. However, CD leverages resources from a number of federal, state, and local funding agencies to offer complementary affordable housing, community, and economic development programs for lower-income residents of the Urban County. *The annual budgets for CDBG, HOME, ESG as well as the Urban County formula allocations are listed below.*

### CDBG BUDGET

Funding Category	FY 2010/2011 Allocation	Projected Residuals (1)	Projected CDBG-R Residuals	Projected Program Income	Totals
CDBG Administration	\$480,019	\$250,000	\$15,000	\$0	\$745,019
Rehab Service Delivery	\$231,494	\$0		\$0	\$231,494
Homeowner Rehabilitation	\$442,000	\$200,000		\$10,000	\$652,000
Multi-Family Rehab	\$78,063	\$0		\$0	\$78,063
Community Based Dev. Org.	\$180,000	\$100,000		\$0	\$280,000
Downpayment Assistance	\$0	\$100,000		\$0	\$100,000
Demolition	\$30,000	\$0		\$0	\$30,000
Code Enforcement	\$60,000	\$60,000		\$0	\$120,000
Public Improvements	\$446,600	\$357,974	\$112,213	\$0	\$916,787
Public Services	\$360,014	\$0	\$0		\$360,014
Unallocated	\$91,906				
<b>CDBG Total</b>	<b><u>\$2,400,096</u></b>	<b><u>\$1,067,974</u></b>	<b><u>\$127,213</u></b>	<b><u>\$10,000</u></b>	<b><u>\$3,513,377</u></b>
	2009.2010 Grant \$2,400,096				

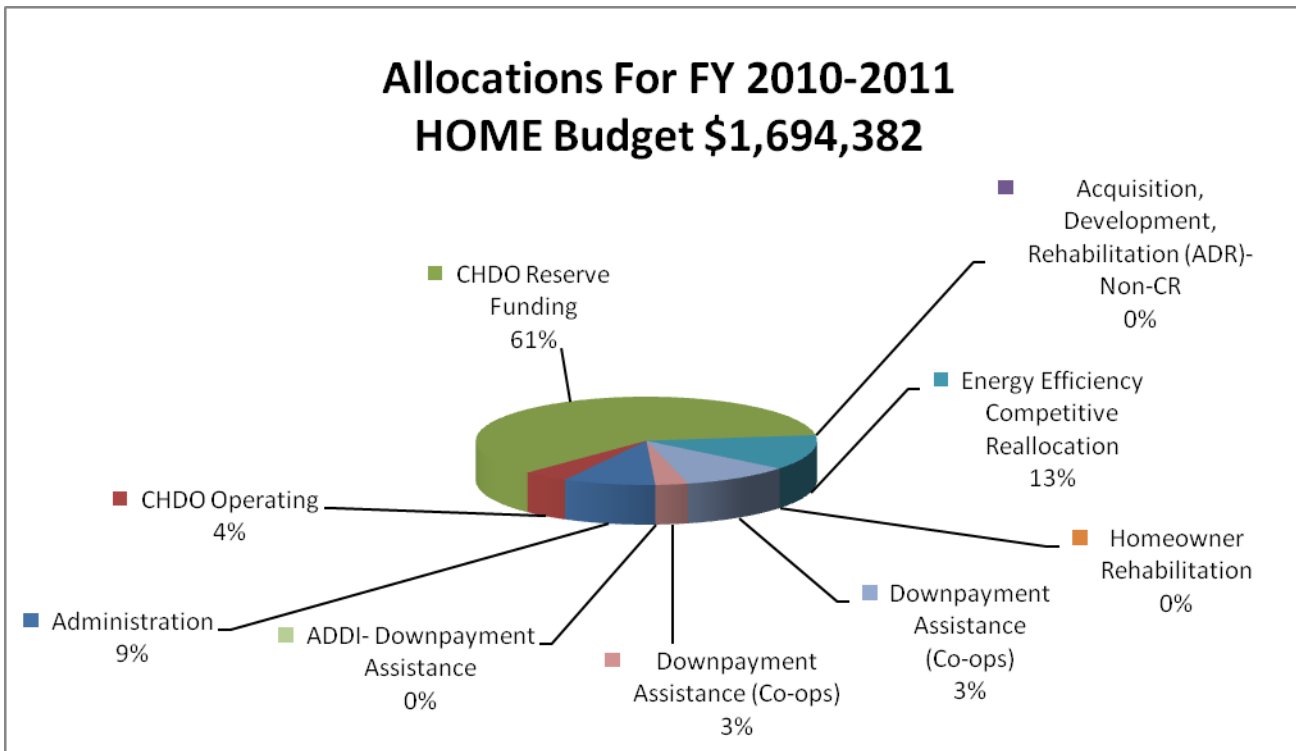
### Allocations For FY 2010-2011 CDBG Budget \$2,400,096



(1) - Does NOT include residuals from City of Ann Arbor Entitlement

## HOME BUDGET

Funding Category	FY 2010/11 Allocation	Projected Residuals <sup>(1)</sup>	Projected Program Income	Totals
Administration	\$169,438	\$20,000	\$0	\$189,438
CHDO Operating	\$84,290	\$0	\$0	\$84,290
CHDO Reserve Funding	\$1,180,654	\$688,238	\$0	\$1,868,892
Acquisition, Development, Rehabilitation (ADR)-Non-CR	\$0	\$235,537	\$0	\$235,537
Energy Efficiency Competitive Reallocation	\$250,000	\$0	\$0	\$250,000
Homeowner Rehabilitation	\$0	\$242,191	\$10,000	\$252,191
Multi-Family Rehab	\$200,000	\$425,000	\$0	\$625,000
Downpayment Assistance (Co-ops)	\$60,000	\$80,000	\$0	\$140,000
ADDI- Downpayment Assistance	\$0	\$0	\$0	\$0
<b>HOME Total (2)</b>	<b><u>\$1,944,382</u></b>	<b><u>\$1,690,966</u></b>	<b><u>\$10,000</u></b>	<b><u>\$3,645,348</u></b>
2010.2011 Grant Allocation	\$1,694,382			
2010.2011 Competitive Energy Allocation	\$250,000			

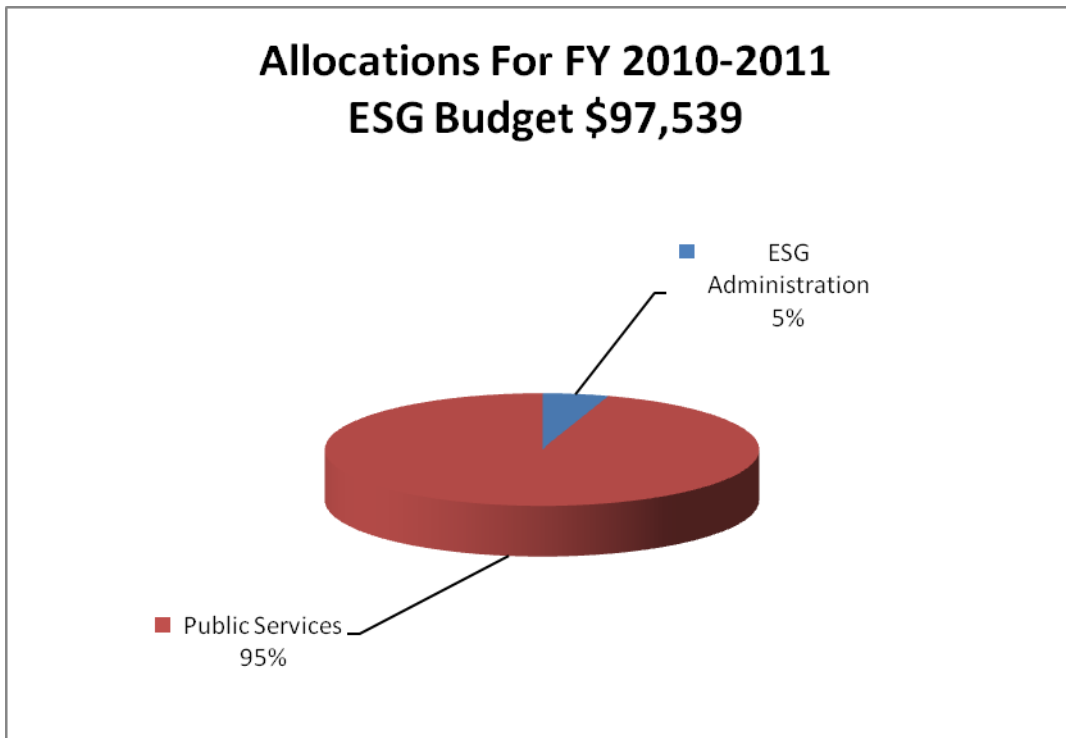


(1) - Does NOT include residuals from City of Ann Arbor Entitlement

(2) - 2010.2011 Required - HOME Match = \$360,164.

### ESG BUDGET

Funding Category	FY 2010/2011 Allocation	Projected Residuals (1)	Projected Program Income	Totals
ESG Administration	\$4,876	\$0	\$0	\$4,876
Public Services	\$92,663	\$0		\$92,663
<b>ESG Total</b>	<b><u>\$97,539</u></b>	<b><u>\$0</u></b>	<b><u>\$0</u></b>	\$97,539
	2019.2011 Grant	\$97,539		



(1) - 2010.2011 is the first year of a direct allocation to the Washtenaw Urban County of ESG Funds

**Note:** CD does not apply directly for state and other federal funds. CD works with non-profits to apply for state and federal funds from other resources included but not limited to MSHDA funds, Low-Income Housing Tax Credits, Federal Home Loan Bank AHP funds, and McKinney-Vento Homeless Assistance Act funds.

## **Managing the Process**

1. Identify the lead agency, entity, and agencies responsible for administering programs covered by the consolidated plan.
2. Identify the significant aspects of the process by which the plan was developed, and the agencies, groups, organizations, and others who participated in the process.
3. Describe actions that will take place during the next year to enhance coordination between public and private housing, health, and social service agencies.

### **Program Year 3 Action Plan Managing the Process response:**

#### **ITEM 1. IDENTIFY LEAD ENTITY OVERSEEING DEVELOPMENT OF PLAN AND OTHER MAJOR ADMINISTRATIVE PARTNERS**

##### **Lead Entity**

The lead entity for the Urban County is Washtenaw County Government, primarily through the Office of Community Development (OCD). Washtenaw County is the lead agency for overseeing the development of the 5-Year Consolidated Strategy and Plan and 1-Year Annual Action Plans. Washtenaw County includes the City of Ann Arbor, which as of July 1, 2009 became the newest member jurisdiction of the Urban County for the 3-year qualification period of FY(s) 09, 10, 11.. The Office of Community Development will provide administration of the Urban County, including primary staff support to the Urban County Executive Committee, which is comprised of the chief elected officials of each of the twelve units of local government that participate in the Urban County. Currently, this Committee is comprised of the Chair of the Washtenaw County Board of Commissioners, the Mayor of the City of Ann Arbor, the Mayor of the City of Ypsilanti, and the Supervisors of each of the nine participating townships. The Washtenaw County Finance Department will provide additional support to the Office of Community Development in the fiscal oversight of the Urban County's CDBG, NSP 1 and HOME grants. The Office of Community Development will work with the County's Employment Training and Community Services (ETCS) Department to assure that the ETCS Weatherization and CD Housing Rehabilitation programs complement one another to the greatest extent feasible.

##### **Other Agencies Administering Programs**

CD will work with various other organizations and programs to ensure that the CDBG, HOME, and NSP projects are implemented successfully. Other public and private agencies responsible for administering the programs covered in the Annual Plan include Washtenaw County, City of Ann Arbor Housing Commission, City of Ypsilanti Housing Commission, Washtenaw Housing Alliance, and the Community Collaborative of Washtenaw County. First, since the City of Ann Arbor and Washtenaw County Community Development programs are co-located at CD, the housing rehabilitation programs have been combined. Since 2007, CD rehabilitation staff have been working together to develop a program that meets the needs of all Urban County residents. This transition required the development and approval of a new set of program guidelines, which outline the rules and procedures for housing rehabilitation across all the jurisdictions of the Urban County. CD rehabilitation staff has worked to streamline the client intake process and create new contractual agreements and security documents to eliminate the duplication of services. In 2008, further integration lead to the creation of new components to the county-wide housing rehabilitation program including manufactured home repair and accessibility ramps. In addition, CD has increased

outreach and training efforts to recruit and approve MBE/WBE general and residential contractors and subcontractors for all of the housing programs.

CD works with three Community Housing Development Organizations (CHDOs) to administer projects for the HOME program. Currently, CD works with the following CHDOs in the Urban County: 1) Avalon Housing, Inc. (special needs rental, permanent supportive housing); 2) Community Housing Alternatives (special needs rental, down payment assistance, and homeownership assistance); and 3) Michigan Ability Partners (special needs rental/ permanent supportive housing).

CD works with a variety of other non-profit partners to develop and/or preserve affordable rental and homeownership housing with HOME, City Affordable Housing Trust funding, County Housing Contingency funding, such as the following: 1) Washtenaw Community Health Organization (special needs), 2) Habitat for Humanity of Huron Valley (homeownership assistance); 3) Community Housing Alternatives (homeownership assistance); 4) Corner Health Center (youth); 5) Ypsilanti Meals on Wheels (meal delivery); 6) Housing Bureau for Seniors (foreclosure prevention); 7) POWER, Inc. (homebuyer education); 8) Christmas in Action (rehabilitation); 9) Washtenaw County Treasurer's Office (foreclosure prevention); 10) Student Advocacy Center (youth); 11) Neighborhood Senior Services (home maintenance for seniors including accessibility ramps); 12) Michigan Ability Partners (payee services); 13) Child Care Network (scholarships); 14) Hope Dental Clinic; 15) MSU Extension (homebuyer education); etc.

CD works with several non-profit agencies each year to administer the CDBG human service grants to meet priority public service needs in the Urban County. The programs funded to date, include the following: 1) Northfield's Human Services (door-to-door transportation); 2) Shelter Association of Washtenaw County (emergency); 3) SOS Community Services (emergency); 4) Ozone House, Inc. (youth). In addition, the City provides local general funds to over fifty non-profit agencies to administer human services programs.

The Urban County member communities regularly contract to complete public infrastructure/facility improvement projects within their jurisdiction in partnership with CD. In these cases, Ypsilanti Township, the City of Ypsilanti, Pittsfield Township, and Superior Township, and CD staff negotiate the level of assistance needed to comply with CDBG regulations. Then, a contract is written between CD and the jurisdiction, which clearly outlines the milestones and expectations of the CDBG public infrastructure/facility improvement project.

Although the County does not administer the HUD Housing Opportunities for People with AIDS (HOPWA) or MSHDA Emergency Shelter Grant (ESG) funding received in the community, CD works regularly with the two agencies that coordinate the use of this funding. The ESG funding is administered by the Michigan State Housing Development Authority (MSHDA), and the local application for that funding goes through the Washtenaw Housing Alliance (WHA). The HOPWA funding comes to the area through the HIV/AIDS Resource Center (HARC).

CD collaborated with the WHA to develop the 5-Year Consolidated Plan, the Continuum of Care Plan and the Blueprint to End Homelessness, along with over 350 community members that included non-profit housing and human service providers, government officials, business leaders, and consumers. The Washtenaw Urban County 2008-2013 Consolidated Strategy and Plan incorporates the needs assessments and strategies from these four community-wide plans.

The following agencies were consulted for the 5-Year Consolidated Strategy and Plan about services to children, elderly persons, persons with disabilities, persons with HIV/AIDS and their families, and homeless persons in developing these plans: Avalon Housing, Ann Arbor Center for Independent Living, Community Support and Treatment Services (CSTS), Community Housing Alternatives (CHA), Dawn Farm, Habitat for Humanity, HIV/AIDS Resource Center (HARC), Home of New Vision, Housing Bureau for Seniors, Interfaith Hospitality Network, Michigan Ability Partners (MAP), Neighborhood Senior Services, Ozone House, POWER Inc., Shelter Association of Washtenaw County, and Washtenaw Community Health Organization (WCHO).

The Ann Arbor Housing Commission actively works with non-profit agencies who advocate for persons with disabilities such as Community Support and Treatment Services, Ann Arbor Center for Independent Living, HARC, the Association for Community Advocacy and others.

During the course of the next year, CD will continue to encourage coordination and collaboration between public and private housing, health, and social service agencies. The Blueprint to End Homelessness participants will continue working on implementing the Blueprint through the coordination of its work groups. CD will continue working together to provide coordinated services and to facilitate coordinated services among health and social service providers. CD will continue to work with the public and private sector housing providers to encourage public/private partnerships. CD will continue working with MSHDA, the Corporation for Supportive Housing (CSH) and LISC to provide technical and financial assistance to non-profit housing providers. CD will continue working with other funders on an integrated funding model for sustainable homeless supportive services.

## **ITEM 2. IDENTIFY SIGNIFICANT ASPECTS OF THE PLAN DEVELOPMENT PROCESS**

In **June 2002**, the Chair of the Washtenaw County Board of Commissioners and the Supervisors of the initial seven participating townships (Ypsilanti, Superior, Northfield, Salem, Pittsfield, Ann Arbor, and Bridgewater) signed Urban County Cooperation Agreements. The County submitted an application including the cooperation agreements to HUD on **June 30, 2002**. In **November 2002**, the county received formal notification that HUD had approved the Washtenaw Urban County and had authorized an initial allocation of CDBG funding.

In **June 2005**, three new Urban County members (City of Ypsilanti, Scio Township, and York Township) signed Cooperation Agreements, and the County submitted an application to HUD to include these additional jurisdictions.

During the first 5 years of the Urban County, the CD staff members met individually with each of the jurisdictions (elected officials and staff members) to discuss their participation in the Urban County, identify particular neighborhoods that needed assistance, local housing and community development needs, and the prioritization of project types. These meetings are informative for the purpose of subsequent presentations and discussions that take place in the public hearings and written requests for input into the Plan. In addition, the Urban County Executive Committee continues to meet on a monthly basis to set policy as well to review and approve HOME, CDBG and NSP I projects.

In the **fall of 2007**, CD released the final version of the Washtenaw County Affordable Housing Needs Assessment, which includes a detailed analysis of the current supply and demand for affordable housing. This assessment also provides specific unit targets and objectives, which will be incorporated into this plan and others, as allowed by regulations and the priorities of the Urban County Executive Committee.

On **January 22 and February 26, 2008** the Urban County Executive Committee reviewed the draft goals, objectives, and priority needs of the consolidated plan. It was the opinion of the OCD staff and the Executive Committee that the priorities and goals would not change much from the 2006 update, since there are no new members and the new Census data will not be available for several years.

During the months of **February and March, 2008**, CD consulted with the County Planning & Environment Department, Ypsilanti DDA, the County Employment Training and Community Services Group, MSU Extension, the Ann Arbor Transportation Authority, Washtenaw County Public Health, Ypsilanti Housing Commission, the Washtenaw Housing Alliance (homeless providers), and several special needs service providers (see below) to solicit information about current affordable housing and community development plans.

In **March 2008**, one new Urban County member, City of Ann Arbor, signed a cooperative agreement for the 3-year qualification period of FY(s) 09, 10, 11 and the County submitted an application to HUD to include this additional jurisdiction.

In **February 2010**, CD mailed letters of invitation to the fifteen remaining jurisdictions in Washtenaw County to gauge their interest in joining the Urban County for the next 3-year qualification period starting on July 1, 2012. CD staff will schedule meetings over the next few months with the local officials from the jurisdictions to give an overview of the benefits to joining to the Urban County.

In **March 2010**, the Urban County Executive Committee reviewed and approved the re-allocation of NSP funding, the draft 2010 CDBG and HOME budgets and projects included in the 2010 Annual Action Plan.

### **ITEM 3. ACTIONS PLANNED TO ENHANCE COORDINATION BETWEEN PUBLIC AND PRIVATE HOUSING, HEALTH, AND SOCIAL SERVICE AGENCIES.**

#### **Overcoming Gaps in Institutional Structure**

The institutional structure of the OCD will continue to evolve during FY 10. CD will spend FY 10 continuing to ensure a smooth transition for the City of Ann Arbor in its spending prior-year entitlement funding so that contracts and programs are not disrupted. CD continues to work on the following activities to overcome gaps in institutional structures and to facilitate partnerships within and between governmental entities:

- In order to disseminate information about County services (including housing and community development) to the community, Washtenaw County will continue the initiative to redevelop itself as an "E-Government". E-Government can be defined as the services made available via Internet access whereby the business of government is conducted. Technologies now available allow governments to interact in new, more efficient ways with customers, employees, partner and constituents and to create new applications and services that were not previously possible.
- CD continues to meet on a monthly basis with MSHDA, Local Initiatives Support Corporation (LISC) to discuss coordinated plans for technical assistance provision and systems coordination between funding agencies. The goal of these meetings is to



maintain open lines of communication about current housing development projects, to revise forms and systems for housing development providers, and to develop coordinated plans and funding for technical assistance to local non-profit housing providers.

**Enhancing Intergovernmental Cooperation** CD plans to continue the following initiatives to enhance intergovernmental cooperation during the period July 1, 2010 - June 30, 2011:

- In October 2004, Washtenaw County and the City of Ann Arbor combined their community development programs for a joint Office of Community Development (OCD). CD will continue to work to integrate additional processes, forms, requests for proposals, and the housing rehabilitation program, with the goal of creating efficiencies and sharing staff expertise across programs. This collaboration will continue to focus on the following areas including but not limited to, development of new programs, CHDO certification, monitoring, creating one RFP for affordable housing projects and in leveraging funding for affordable housing projects. An important development that occurred as a result of the 2004 consolidation is the City of Ann Arbor's decision to relinquish its status as an entitlement community in order to join the Urban County in 2009.
- CD continues its membership in the Washtenaw County *Funders Forum*, meeting with the Ann Arbor Area Community Foundation, the Knight Foundation, the Washtenaw United Way, and the Department of Human Services to enhance a systems approach and coordination in funding. This system includes an online application and performance reporting system for human services funding.
- CD established an integrated funding process for human service funding. This process brought together General Funds from Washtenaw County and the City of Ann Arbor, as well Public Services fund from the Washtenaw Urban County (CDBG funds). This creates one application and review process, which reduces duplication, fragmentation, and resources for both funders and applicants. CD is working closely with the United Way of Washtenaw County and the Ann Arbor Area Community Foundation to explore bringing significant private resources into this process.
- CD will partner with the Continuum of Care Board and Washtenaw Housing Alliance to implement the Washtenaw County 10-Year Blueprint to End Homelessness. CD will continue collaborating and coordinating with other funders through the Funders Forum for public services, and with MSHDA, Ann Arbor DDA, FHLB, CSH and LISC for housing projects.
- CD will continue to work with several homeless service providers to implement a homelessness tracking system, Service Point, in order to provide better statistics related to homelessness and coordinate the delivery of services to this population.
- CD has a number of successful groups and committees that currently work together to provide an effective delivery system for affordable housing production and services throughout the County. Since 2007, the Housing and Human Services Advisory Board, a twelve-member board appointed by City Council has been working together with CD in developing new housing programs and policies. The board is made up of community members who are experts in the field of real estate finance and development, affordable housing policy and design, and banking.
- CD will continue to provide technical assistance and staffing support to the Washtenaw Housing Education Partners (WHEP) program to provide homebuyer counseling, financial management, and homeownership counseling to low-income homebuyers in the County.
- CD will continue exploring opportunities to combine staff positions and eliminate duplicative processes. In July 2007, the County brought its rehabilitation program in-house instead of contracting with an outside agency and hired a Rehabilitation Inspector and Intake Specialist. By 2008, the following CD positions had shared City and County responsibilities: Director, Intake Specialist, Housing Manager, Fiscal Analyst, Operations Manager, Human Services Analyst and Compliance Analyst. The Housing Manager oversees community planning processes and programs that CD contracts with subgrantees such as public (human) services and multi-family housing. The Operations Manager oversees internal process and programs that CD administers such as housing rehabilitation, public facilities and public infrastructure. In 2009, the City and County

officially adopted a new operating agreement for the Office of Community Development further clarifying the roles and responsibilities between both municipalities. CD has received approval from the State of Michigan's Historic Preservation Office to execute a memorandum of understanding with the County's Economic Development and Energy Department to complete the SHPO reviews as required to meet the HUD environmental regulations.

## **Citizen Participation**

1. Provide a summary of the citizen participation process.
2. Provide a summary of citizen comments or views on the plan.
3. Provide a summary of efforts made to broaden public participation in the development of the consolidated plan, including outreach to minorities and non-English speaking persons, as well as persons with disabilities.
4. Provide a written explanation of comments not accepted and the reasons why these comments were not accepted.

### **Program Year 3 Action Plan Citizen Participation response:**

The Office of Community Development (OCD) sought out participation in the development of this plan by asking citizens at large, nonprofit organizations, human services providers, government employees, elected officials, neighborhood associations, and business associations to attend public hearings, review the plans and make comments. The plan is available on the Office of Community Development website at [www.ewashtenaw.org](http://www.ewashtenaw.org). CD has a thorough and extensive community process that is employed for all projects. CD consistently seeks to include the input of County residents in all phases and aspects of its initiatives, from the initial planning, to project and program implementation to the reporting and assessment of accomplishments. The effectiveness of this process is key in delivering the proper services and programs to the County's residents, while ensuring the overall direction of CD's work is consistent with residents' expectations and is responsive to neighborhood concerns. A more detailed assessment of the process is as follows:

#### **Special Outreach**

CD encourages citizen participation in all stages of the planning process. CD hosts public meetings, provides draft copies of the Plan before submission, accepts and incorporates citizen input and feedback, and holds special hearings whenever any substantial amendments are made.

CD also works in an on-going capacity with key non-profit organizations in encouraging the participation of the citizens they work with directly, including many of the low and moderate-income residents who are the primary targets of its HUD funded programs. Bi-lingual services are available for those who request them.

During the fall of 2009, CD staff met with the Urban County member communities to identify potential projects for the 2010 Annual Action Plan.

#### **Publication of the Plans**

The 2010-11 Annual Action Plan was available for a 30-day public comment period beginning on **April 7, 2010 and ending on May 10, 2010**. Notice of the availability of

the plan was posted in the Washtenaw County Legal News on or before **April 1, 2010**. CD also distributed notice of the availability and review of these documents to the public offices of the Urban County jurisdictions, the County and City Clerk's Offices, the Ann Arbor Housing Commission, the Ann Arbor District Library, Bryant Community Center, Peace Neighborhood Center, Northside Community Center, interested parties, the Ypsilanti Housing Commission, and to residents of the participating communities. In addition, an electronic copy of the draft annual plan was posted on the County website for the duration of the public comment period at [www.ewashtenaw.org](http://www.ewashtenaw.org) under the Office of Community Development page. Draft and final versions of the annual plan are always made available for viewing, printing and downloading from the CD website. The County has installed software called "World Lingo" on its website, which allows the user to convert the text from English to another language. Copies of the final and draft plans are also available for no fee at the CD office. CD staff makes themselves available to persons or interested parties who require technical assistance in understanding the Plan, the preparation of comments and the preparation for requests for funding. The availability and responsiveness is also employed in handling and responding to whatever reasonable complaints are made concerning the Plan and its undertakings.

### **Public Hearings**

Three public hearings were conducted to gather public comments and input on the 2010-11 Annual Plan. The first hearing was held on **February 16, 2010** from 7:00 pm to 8:00 pm at the Ann Arbor City Council meeting. The second public hearing was held on **February 23, 2010** from 1:00 pm to 2:00 pm during the Urban County Executive Committee Meeting at the Washtenaw County Learning Resource Center, which is centrally located for the Urban County jurisdictions. Notice of the City Council and Urban County Executive Committee public hearings was placed in the Washtenaw Legal News on February 4, 2010 and February 11, 2010. The hearings were titled "Needs Assessment Public Hearings for the 2010-11 Annual Plan" and was held with express purpose of soliciting citizen input on housing and community development needs. At the hearings, staff members were prepared to present information about Urban County projects completed to date, spending and commitments, and eligible activity categories. Those comments will be included with the questions and comments from the public hearings below.

The third public hearing was held on **April 21, 2010** from 6:30 pm to 7:30 pm at the Washtenaw County Board of Commissioners Meeting. Notice of this hearing and the 30-day public comment period was placed in the Washtenaw County Legal News on or before April 1, 2010. This hearing was titled "Annual Action Plan Public Hearing" and was held for the purpose of soliciting citizen input on housing and community development needs. At the hearing, staff members were prepared to present information about the Urban County projects completed to date, spending and commitments, and eligible activity categories.

### **Project Selection/ Approvals**

On **January 6, 2010**, the annual HOME CHDO Operating and Affordable Housing RFPs were released to the public and posted on the Washtenaw County Purchasing website.

On **January 13, 2010**, a mandatory bidders conference for the Affordable Housing RFP was conducted.

A review committee evaluated the Affordable Housing proposals and made recommendations to the Urban County Executive Committee for discussion and approval at the **March 23, 2010** regularly scheduled meeting.

On **February 5, 2010**, the CBDO RFP was released to the public and posted on the Washtenaw County Purchasing website.

On **February 11, 2010**, a mandatory bidders conference for the CBDO RFP was conducted. A review committee evaluated the proposals and made recommendations to the Urban County Executive Committee for discussion and approval.

On **April 7, 2010**, CD released the draft Annual Action Plan to the public for a 30-day public comment period.

On **April 27, 2010**, the Urban County Executive Committee reviewed and approved the content included in the draft 2010 Annual Action Plan at its regular meeting with the understanding that the final version of the Annual Action Plan will be presented at the regularly scheduled meeting on **May 25, 2010**.

On **May 5, 2010**, the Washtenaw County Board of Commissioners reviewed and approved the draft 2010 Annual Action Plan at its regular Ways and Means meeting and Board of Commissioners meeting.

## **ITEM 2. PROVIDE A SUMMARY OF CITIZEN COMMENTS OR VIEW ON THE PLAN**

Office of Community Development staff members recorded the following comments from the three public hearings, and other miscellaneous comments submitted during the development of the plan.

### **Needs Assessment Public Hearing – February 16, 2010**

A summary of the public comments from the public hearing at the Ann Arbor City Council are as follows:

1. Carolyn Grawi, Center for Independent Living: Ms. Grawi said that as the City continues to make plans to move forward and use the CDBG dollars, they should do more regarding housing and human rights activities in the community. She added that 115 of the population in this city (approximately 20,000 people) are people who have disabilities of various natures. She asked that the City continue to maintain and improve what already exists in the city.
2. Daniel Mack, Michigan Itinerant Shelter System – Independent Out of Necessity (MISSION): Mr. Mack pointed out that the old YMCA was torn down and a parking lot put in its place. Council should address the need for more affordable housing for low-income families and replace the YMCA and include more affordable housing for low-income families.
3. Ruth Blackburn, Food Gatherers: Ms. Blackburn said that Food Gatherers provides surplus and low-cost purchased food to more than 150 community agencies throughout the County, half of which are in Ann Arbor. 88% of the food distributed by these agencies comes from Food Gatherers. People who have never in their lives needed food assistance are now seeking that assistance. She said to keep in mind the rising rate of food and security in our town when planning and funding human service needs.
4. Beth Adams, Ann Arbor Meals on Wheels: Ms. Adams said that Meals on Wheels provide meals six days a week, Monday through Saturday, to homebound Ann

- Arbor residents who cannot cook for themselves. 97% of their clients report that the meals they receive are their most important source of nutritious foods.
5. Ellen Schulmeister, Shelter Association of Washtenaw County: Ms. Schulmeister thanked Council for helping with housing, homelessness and food service in the community. Housing that is affordable at all levels of the community is crucial to ending homelessness. She asked that the City continue to prioritize and plan for permanent supported housing. The 60 Y-units that were lost in the past are still needed in the community. She asked that this be made a priority in the 2010 planning. Temporary housing will still be needed for people to access quickly when they become homeless.
  6. Carolyn Hastings, Housing Bureau for Seniors: Ms. Hastings said that cutting support to agencies connected to the University of Michigan Health System might seem to be an obvious way to save money, however, outside funds are still needed to meet their match to the health system. The funding they receive from the City and the County is very critical.
  7. Kimberly Cummings, Women's Center of Southeastern Michigan: Ms. Cummings said that they offer a safety net of critical services for people who are experiencing emotional and financial crises. They provide low cost mental health counseling, divorce support services, financial education, legal consultations and job coaching to approximately 600 people each year. An additional 3,000 community members call for referrals to other essential services such as housing, food, medical care, etc. The calls for help are more plentiful; waitlists are growing; and struggling clients require more frequent and intensive services.
  8. Brad Mikas, Resident: Mr. Mikas thanked Council and the City for supporting affordable housing. He said that there was an item on the Planning Commission's agenda that deals with affordable housing. A developer has approximately \$200,000.00 that should have gone to affordable housing, but through various factors and reasons, the City has postponed the payments. The proposed PUD he believed is being postponed for an additional two years. The project started in 2006. The City should have received \$300,000.00 in affordable housing funds, but because it was delayed, the final payment would not be due until 2012.
  9. Michael Appel, Avalon Housing: Mr. Appel thanked the City for support over the years. Avalon currently owns and manages 324 units throughout Washtenaw County, 282 of which are in the City of Ann Arbor. Their wait list has been opened in 2009 for the first time in 5 years. It was opened for two weeks, and they received 505 applications. There are typically 25 to 30 vacancies each year.
  10. Jim Mogensen, Resident: Mr. Mogensen said that Housing and Human Services funding is only 1.70% of the General Fund budget. Human services have been out-sourced and the non-profits are now responsible for the social safety net, in many cases at the City level and this is happening throughout the County. The budget is not linear and the problems that the City is facing are correlated with everything else; all the various funders and foundations are having the same problems. It's not just that they need to absorb the amount that the City needs to come up with, but they are also absorbing the amount of money that is not available from other funding sources. He added that this would impact the social safety net and would come back into the regular budget, in police services, jails, and other ways that the City would have to fund.
  11. Thomas Partridge, Resident: Mr. Partridge supports what the previous speakers have said on subjects pertaining to housing and human services needs planning.

## **Needs Assessment Public Hearing – February 23, 2010**

A summary of the public comments from the public hearing at the Urban County Executive Committee are as follows:

1. Leon Golson, HIV/AIDS Resource Center (HARC): HARC provides services to Washtenaw, Lenawee, Livingston, Jackson Counties; these include prevention and support services for people with HIV/AIDS, community outreach, a train-the-trainer program, a program for HIV-positive men who sleep with men, and case management. HARC has 204 clients in its case load currently. They offer their clients a food pantry, transportation, medical appointments, support services. Services are primarily provided in Washtenaw and Jackson Counties. HARC recently received WCHO funding for services in Livingston County. HARC struggles with trying to serve Lenawee County. From their satellite office in Jackson, they are hoping to step up prevention efforts in Jackson County. Since 2002, HARC has seen a steady increase in new HIV/AIDS case in the 48198 and 48197 zip codes. Additionally, funding constraints continue to make services difficult to provide.
2. John Loring, Project Outreach Team (PORT): PORT was started in 2000 with a target population of chronically homeless individuals with either co-occurring or severe and persistent mental illness living in Washtenaw County and who were not already connected to services. Through time, with increasing partnerships, they have created a second team called J-PORT which is focused on jail diversion activities. In the past ten years they have increased staff from 5 people to 22 people on the two teams. The second team, H-PORT or Homeless PORT, still focuses on the original mission. Currently PORT provides multiple groups: a homeless soccer program, co-occurring groups, and others. They have a partnership with Avalon housing to get people into housing. While PORT has grown a lot in ten years, there is still more work to be done. The needs are obvious in our community—there is a huge need related to chronically homeless. We have had a lot of success seeing chronic homelessness end—one man who has been in the community and homeless for 15 years has worked with PORT and is now stably housed with Avalon. We handle a lot of SOAR (SSI/SSDI Outreach Assessment Recovery) cases—an initiative through the State of MI that expedites applications for SSI/SSDI assistance and involves special staff training. PORT has trained 200 people in MSHDA's Region 7. The turn-around time for these applications has improved: some are done in as little time as 72 hours. This service provides a great benefit to community.

## **Annual Plan Public Hearing – April 21, 2010**

A summary of the public comments from the public hearing at the Washtenaw County Board of Commissioners are as follows:

### **Written Comments Received Prior to the Close of the Public Comment Period – February 1, 2010 through May 10, 2010**

A summary of the public comments below:

1. Anya Abramzon, Jewish Family Services - Through the wide range of services offered at Jewish Family Services, we are seeing multiple needs in all areas of

services including older adults, transportation, employment etc. We are focusing our comments on crisis management because it is the most acute need and cuts across all populations. The demographics of community members facing crisis are expanding in a multitude of areas, including across education level, employment history, and income/asset status. The types of needs are also more complex now including but not limited to unemployment and underemployment, untreated mental health issues, unpaid medical expenses, essential vehicle maintenance expenses, legal expenses, natural disasters, residential treatment programs, family deaths, need for and expense of caretaking for family members, access and affordability of child-care, and extra-curricular expenses (camps). While a number of community agencies are making valuable contributions and efforts in these areas, they still remain areas of concern.

1. Housing:
  - a. Move-in costs/security deposits for people with Section 8 vouchers
  - b. Excessive late and legal fees
2. Medical/Mental Health:
  - a. Expenses – co-pay, prescriptions, *hospitalization expenses*, etc.
  - b. Affordable mental health care- limited providers available for affordable sliding scale
  - c. Dental care – coverage, costs and limited providers
3. Energy expenses – rising costs of and large payment amounts owed (\$3-4K)
4. Transportation:
  - a. Public transportation is limited and non-existent in some areas, as well as time consuming
  - b. Car repairs – limited funding available
5. Furniture:
  - a. Access to affordable furniture (particularly beds) is limited
  - b. Transportation available to secure it is extremely limited
6. Burial expenses – limited funding available
7. Coordination of Crisis Services – Though Barrier Busters and other collaborative are making coordination and collaboration much more efficient, there is still opportunity for improvement in streamlining our collective processes to make services more accessible for clients and cut unnecessary wait times and the need for multiple assessments.

### **ITEM 3. PROVIDE A SUMMARY OF EFFORTS MADE TO BROADEN PUBLIC PARTICIPATION IN THE DEVELOPMENT OF THE STRATEGY AND PLAN**

In addition to outreach efforts described above, CD continues to work with the West Willow Neighborhood Association and township officials with implementing the initiatives outlined in the West Willow revitalization plan completed in 2007. CD is engaging in community planning efforts with the Community Action Network and many other partners to assess the needs of the Bryant neighborhood of the City of Ann Arbor. Also, CD staff is working on various subcommittees that have been formed to provide input into the development of the Pittsfield Township Master Plan.

### **ITEM 4. PROVIDE A WRITTEN EXPLANATION OF COMMENTS NOT ACCEPTED AND THE REASONS WHY**

All comments submitted by the public were accepted.

## Institutional Structure

1. Describe actions that will take place during the next year to develop institutional structure.

### Program Year 3 Action Plan Institutional Structure response:

#### ITEM 1. EXPLAIN THE INSTITUTIONAL STRUCTURE THROUGH WHICH THE JURISDICTION WILL CARRY OUT ITS STRATEGY AND PLAN

**Washtenaw County Board of Commissioners (BOC)** approved the establishment of an Urban County and the County's role as administrator of the federal funding. The County BOC approves all funding applications and provides administrative (financial, purchasing, legal) support and capacity for the successful implementation of these federal grants.

The Washtenaw Urban County currently consists of the **City of Ann Arbor** and **City of Ypsilanti** and nine townships: **Ypsilanti Township, Bridgewater Township, Scio Township, York Township, Pittsfield Township, Salem Township, Ann Arbor Township, Northfield Township, and Superior Township**. The Urban County has established the institutional structure and capacity to carry out this Annual Action plan. As a function of its Cooperation Agreement, the Urban County created an Executive Committee, which is comprised of the supervisors of all participating townships, the Mayor of Ann Arbor, the Mayor of Ypsilanti, and the Chairperson of the Washtenaw County Board of Commissioners. The Cooperation Agreement also provides the option of any of these Board members to appoint a voting designee in her or his place. The **Urban County Executive Committee** meets monthly, sets policy, and determines how the HOME, CDBG and NSP funding is spent to meet the needs of participating jurisdictions.

**The Office of Community Development (OCD)** administers the HOME, CDBG and NSP I programs for the Washtenaw Urban County. CD administers the housing rehabilitation programs for HOME and CDBG, and contracts with a variety of non-profit agencies and other organizations to complete the various programs and projects included in its Annual Action Plan. In addition, CD creates and implements the Washtenaw Urban County Consolidated and Annual Action Plans; performs resident outreach; completes HUD reports; monitors agencies, contractors, developers and municipalities for regulatory compliance; and implements the local Homeless Management Information System for the Washtenaw Housing Alliance (Continuum of Care Board). The Washtenaw Housing Alliance assumed responsibility of the Continuum of Care process, which was previously administered by CD. CD also administers the Barrier Busters program which receives local general funds from the City. CD works very closely with staff members from the City of Ann Arbor, Ypsilanti Charter Township and the City of Ypsilanti, as well as the Supervisors and designated staff members of the remaining townships. In addition, Urban County activities will make use of each jurisdiction's Master Plan (as available), to support the intergovernmental cooperation and coordination of multiple efforts and initiatives within the same jurisdictions.

The **City of Ann Arbor** is one of three Urban County jurisdictions that have a Planning Department, which also serves as the City's Building Department. The City of Ann Arbor is the largest community in Washtenaw County with a population of 114,000. The cities of Ann Arbor and Ypsilanti are the cultural, educational and business centers for the



County. Ann Arbor is home to the University of Michigan, the largest employer in the City with a 2009 student enrollment of 26,208 undergraduate and 15,466 graduate students. CD works in close cooperation with the Downtown Development Authority and the Ann Arbor Area Chamber of Commerce. The Ann Arbor Housing Commission oversees Public Housing and the Section 8 program in the City of Ann Arbor. The Ann Arbor City Council appoints members to the Ann Arbor Housing Commission Board, and CD staff work closely with the Housing Commission on matters of mutual concern. CD staff also work with the Housing and Human Services Advisory Board, which is an advisory committee appointed by City Council.

**Ypsilanti Charter Township** is the second Urban County jurisdictions that has a Planning Department, which also serves as the Township's Building Department. Ypsilanti Township is the second largest community in Washtenaw County. It is a fast growing community with older sections of single-family and multi-family housing in the northern parts of the Township, and a great deal of new single family housing in the southern sections. The Building Department has been very active in identifying instances in which landlords of single-family and multi-family housing have been deficient in adhering to building codes and township ordinances. The Township has acquired land and buildings through tax reversions and foreclosures, some of which may be appropriate for redevelopment through non-profit housing developers.

**The City of Ypsilanti** is the third largest community in Washtenaw County. Washtenaw County works closely with the City of Ypsilanti through its Planning Department to collaborate on affordable housing and infrastructure projects. The City of Ypsilanti Planning Department is responsible for all aspects of urban planning for the city. This includes master planning, zoning and ordinance enforcement (along with the City's Building Department), and community and economic development. Significantly, Ypsilanti has an active Brownfield Redevelopment Authority. The City works in close cooperation with the Downtown Development Authority and the Ypsilanti Area Chamber of Commerce. More recently, Eastern Michigan University began reaching out to its host community, Ypsilanti and Ypsilanti Township for more active university-community collaboration efforts, including affordable housing.

The Ypsilanti Housing Commission oversees Public Housing and the Section 8 program in the City of Ypsilanti. The Ypsilanti City Council appoints members to the Ypsilanti Housing Commission Board, and CD staff work closely with the Housing Commission on matters of mutual concern.

## Monitoring

1. Describe actions that will take place during the next year to monitor its housing and community development projects and ensure long-term compliance with program requirements and comprehensive planning requirements.

### **Program Year 3 Action Plan Monitoring response:**

#### **ITEM 1. DESCRIBE THE STANDARDS AND PROCEDURES USED TO MONITOR HOUSING AND COMMUNITY DEVELOPMENT PROJECTS**

Prior to issuing Requests for Proposals (RFP) to utilize federal funds, the Office of Community Development held a mandatory bidders conference on January 13, 2010 to review the RFP's and regulatory requirements and provide potential applicants an opportunity to ask questions. Prior to the start of each program year, staff convenes a Contractors Meeting with all non-profit organizations awarded funding with the Office of Community Development to provide housing, public services, and public facilities. Instructions relating to reporting requirements, grant draw procedures, applicable Federal regulations, and compliance with the City and/or County Human Rights and Living Wage ordinances are explained with an opportunity to ask questions.

All federally-funded non-profit organizations are required to provide independent audits and management letters that detail when fiscal and administrative controls are in need of improvement. Board of Director meeting minutes, financial reports and Federal 990 tax forms are also required. This information, along with the semi-annual and year-end performance reports, is used by staff to monitor contract compliance, program effectiveness, board oversight and administrative controls. Staff also conducts on-site annual programmatic monitoring reviews of CDBG and General Fund Human Services agencies to ensure systems are in place to verify income eligibility and Urban County residency as well as to discuss organizational challenges and general operations. Staff also reviews the agency's financial management systems, their files and records of federally-funded projects completed in the past year. Staff prepares a final monitoring report that summarizes the information gathered during the site visit; and forwards a copy of the report to the agency. When appropriate, staff may facilitate collaborative relationships among non-profit organizations to fill service gaps, create efficiencies by sharing resources or to respond to customer complaints.

The Office of Community Development monitors multi-family rehabilitation and new housing developments through the coordination with planning, building, engineering, utility and public safety staff from local units of government during the site approval and construction phases. Before funds are committed to housing development, rehabilitation and public infrastructure projects, environmental reviews are conducted by CD staff, legal due diligence is performed, the financial capacity of the organization is assessed and the long-term project feasibility is assessed. Affirmative marketing plans, human rights and living wages practices are reviewed for compliance. In addition, the OCD determines whether other federal regulations such as Davis-Bacon, Section 3, and Section 504 will apply. CD Rehabilitation Specialists also provide technical assistance and support to non-profit housing developers and homeowners who are receiving assistance for repairs to their housing unit. The Rehabilitation Specialists conduct on-site inspections, lead-based paint assessments, and monitors the progress of construction and rehabilitation completed by contractors and subcontractors. On-going monitoring

occurs through annual Housing Quality Standard (HQS) inspections, income verifications, rent monitoring, financial and programmatic auditing, and site visits.

CD monitors the homeownership program by coordinating with lenders, requiring homeownership education certification, analyzing the debt capacity of potential homeowners, and discouraging buyers from participating with predatory lenders. The Rehabilitation Specialists conduct on-site inspections and lead-based paint assessments before the home is purchased.

Compliance to regulations is also ensured by staff attending HUD-sponsored trainings and conferences, subscribing to several community development publications, regular use of the HUD Office of Community Planning and Development (CPD) website and consultation with local HUD CPD representatives. The Michigan State Housing Development Authority (MSHDA) has been instrumental in providing technical assistance to train new staff, develop criteria for reviewing affordable housing proposals and assisting non-profit developers to create sustainable developments. Local Initiative Support Corporation (LISC) has also provided technical assistance to non-profit housing developers and has established a part-time local office to increase its ability to provide support. CD coordinates with the other funding sources for housing projects to increase efficiencies and increase consistency of monitoring procedures.

CD staff reviews grantees and contractor's expenditures by examining invoices and supporting documentation as required for processing requests for reimbursement. The review ensures that invoicing is done in accordance with the terms of the Agreement, applicable law, rules and regulations.

#### **ITEM 1. 2010-11 INCOME LIMITS AND AFFORDABLE HOUSING LIMITS**

All Office of Community Development projects and programs that are supported during the program year with federal funding will follow the income, subsidy and purchase limits included below. The income limits are updated in mid-April each year by HUD.

**2009 Income Limits and Affordable Housing Limits (as published by HUD)\***

**Ann Arbor PMSA Income Limits - 2009 (includes Washtenaw and Lenawee Counties)**

Household Size	1	2	3	4	5	6	7	8
120% Median	\$71,600	\$81,800	\$92,000	\$102,200	\$110,400	\$118,600	\$126,800	\$135,000
Median income	\$59,600	\$68,200	\$76,700	\$85,200	\$92,000	\$98,800	\$105,600	\$112,500
<b>*Low income (80% / 75%)</b>	<b>\$44,800</b>	<b>\$51,200</b>	<b>\$57,600</b>	<b>\$64,000</b>	<b>\$69,100</b>	<b>\$74,250</b>	<b>\$79,350</b>	<b>\$84,500</b>
Low income (60%)	\$35,800	\$40,900	\$46,000	\$51,100	\$55,200	\$59,300	\$63,400	\$67,500
Very low income (50%)	\$29,800	\$34,100	\$38,350	\$42,600	\$46,000	\$49,400	\$52,800	\$56,250
Extremely low income (30%)	\$17,900	\$20,450	\$23,000	\$25,550	\$27,600	\$29,650	\$31,700	\$33,750

\*Note: the 80% median income level may not exceed the U.S. median income level, consequently it is actually 77% of median.

Effective March 19, 2009. Data Location: <http://www.huduser.org/datasets/il/i109/index.html>

**2009 Maximum Housing Expense Levels by Household Size (30% of gross monthly income)**

	1	2	3	4	5	6	7	8
120% Median Income	\$1,790	\$2,045	\$2,300	\$2,555	\$2,760	\$2,965	\$3,170	\$3,375
Median income	\$1,490	\$1,705	\$1,918	\$2,130	\$2,300	\$2,470	\$2,640	\$2,813
Low income (80% / 74%)	\$1,120	\$1,280	\$1,440	\$1,600	\$1,728	\$1,856	\$1,984	\$2,113
Low income (60%)	\$895	\$1,023	\$1,150	\$1,278	\$1,380	\$1,483	\$1,585	\$1,688
Very low income (50%)	\$745	\$853	\$959	\$1,065	\$1,150	\$1,235	\$1,320	\$1,406
Extremely low income (30%)	\$448	\$511	\$575	\$639	\$690	\$741	\$793	\$844

\*Note: Includes utilities (except telephone) for rental. Includes taxes, utilities, condo fees, and insurance for homeownership. Effective March 19, 2009.

Derived from 2009 Income Limit Data

**2009 Fair Market Rent Levels (includes Washtenaw, and Lenawee Counties)**

	FMR (40th Percentile)
SRO	\$517
Efficiency	\$689
1 bedroom	\$773
2 bedroom	\$940
3 bedroom	\$1,183
4 bedroom	\$1,217

\*Note: FMR is calculated by HUD as the rental rate in the 40th percentile for units rented in past 15 months not including public housing and units less than 2 years old. Published 10/2008. Data Location: <http://www.huduser.org/dataset/fmr.html>

**2008 HOME program High and Low rent rates**

	HIGH	LOW
SRO*	\$518	\$518
Efficiency	\$690	\$690
1 bedroom	\$774	\$772
2 bedroom	\$942	\$927
3 bedroom	\$1,185	\$1,071
4 bedroom	\$1,220	\$1,195

Note: A HOME-assisted unit's rent and utilities cannot exceed the HIGH rent rate. A project with 5 or more HOME-assisted units must rent 20% of the units at the LOW rent rate or below families with incomes at 50% AMI or below. \*SRO= 75% of Efficiency.

Last Update: 4/2008. Data Location: <http://www.hud.gov/offices/cpd/affordablehousing/programs/home/limits/rent/2008>

**2008 Maximum Per-Unit Subsidy 221(d)3 (rental and homeowner)**

	0-bdrm	1-bdrm	2-bdrm	3-bdrm	4-bdrm
Maximum	\$131,216	\$150,414	\$182,904	\$236,617	\$259,734

Last Update: February 7, 2008.

Data Location: <http://www.hud.gov/offices/cpd/affordablehousing/programs/home/limits/subsidylimits.cfm>

**2009 Maximum Purchase Price or After Resale Value 203(b) limits (homeowner only)**

	1 family	2 family	3 family	4 family
Maximum	\$262,105	\$295,213	\$358,670	\$413,880

## **Lead-based Paint**

1. Describe the actions that will take place during the next year to evaluate and reduce the number of housing units containing lead-based paint hazards in order to increase the inventory of lead-safe housing available to extremely low-income, low-income, and moderate-income families, and how the plan for the reduction of lead-based hazards is related to the extent of lead poisoning and hazards.

### **Program Year 3 Action Plan Lead-based Paint response:**

The Lead Safe Housing Regulations dictate the procedures which must be followed regarding renovations and who performs the different elements of renovation. The OCD will continue to take action to evaluate and reduce lead-based paint hazards in each housing unit assisted through its Rehabilitation Programs. Lead-based paint hazard reduction is an integral part of the CD's Housing Rehabilitation efforts.

In accordance with federal regulations, CD staff distribute the EPA/HUD "Protect Your Family From Lead In Your Home" pamphlet and provides other appropriate information to all housing rehabilitation assistance recipients. The information covers the dangers of lead-based paint, symptoms of lead paint poisoning, and provides instructions on actions to be taken if symptoms of lead-based paint poisoning are present. Since 2008, the three CD Rehabilitation Specialists have attended the HUD sponsored "Lead Safe Work Practices Training for Trainers Course" and refresher courses on lead safe work practices. After completion of this course, the Rehabilitation Specialists were qualified to teach a one day course to all CD-approved contractors and subcontractors addressing lead-based paint hazards during renovation, remodeling, and rehabilitation in federally owned and assisted housing.

Additionally, the Rehabilitation Specialists attend refresher training courses to maintain updated State certifications; one certified as a lead inspector and risk assessor; and the other certified as a lead abatement contractor/supervisor. CD will continue working closely with HUD and other regional agencies to obtain necessary training, information, and funding for these required efforts. Since 2009, CD staff have conducted an annual training session with all active contractors and contractors interested in becoming approved to bid on housing projects. During this training, contractors were made aware of the new EPA Lead-Based Paint Renovation, Repair and Painting requirements effective April 2010. All contractors have been encouraged to become EPA certified renovators to meet the requirements and remain eligible to bid on housing projects where lead has been identified. In FY 10, a free "lead safe work practices" training will be offered, targeted to homeowners and others interested in learning about working safely with lead-based paint during renovations in older homes.

Lead risk assessments will be completed by a licensed company for all housing units receiving assistance. CD has created maps with GIS and Census data to indicate the age of construction and prevalence of children in the homes to assist in prioritizing lead abatement efforts. When conditions are found which indicate a potential lead-based paint hazard, appropriate remedial action will be included as a part of the rehabilitation work. All lead work (interim control/abatement) will be conducted in accordance with federal regulations and performed by an appropriately certified and/or licensed contractor.

Due to changes in State of Michigan Law there is currently a screening process underway in every County Department of Public Health for children that may have been

exposed to lead in their environments and to families with targeted aged children that receive assistance. They will also provide information to any family who is concerned that they may be at risk. The County also has available two HEPA vacuums for public use.

CD has also encouraged its non-profit housing providers to register their housing units on the State of Michigan's Lead Safe Housing Registry website as well as participate in the observance of Lead Poisoning Prevention Week.

## HOUSING

### Specific Housing Objectives

\*Please also refer to the Housing Needs Table in the Needs.xls workbook.

1. Describe the priorities and specific objectives the jurisdiction hopes to achieve during the next year.
2. Describe how Federal, State, and local public and private sector resources that are reasonably expected to be available will be used to address identified needs for the period covered by this Action Plan.

### Program Year 3 Action Plan Specific Objectives response:

#### ITEM 1. DESCRIBE THE PRIORITIES AND SPECIFIC HOUSING OBJECTIVES

##### Housing Priorities

The Washtenaw Urban County has assigned a **high priority** for services to the following types of housing projects:

- Homeowners in 0-80% of AMI (housing rehabilitation)
- Homebuyers in 31-80% of AMI (housing rehabilitation & homeownership assistance)
- Older adults in 0-80% of AMI (housing rehabilitation, foreclosure prevention)
- Rental projects in 0-50% AMI (housing rehabilitation and development)
- Permanent Supportive Housing for single homeless individuals (housing rehab & development)

The Comprehensive Housing Affordability Strategy (CHAS) data indicates that a large proportion of homeowners in the extremely low-income group have housing problems. Homebuyers in the 31-80% of AMI range are supported to provide homeownership opportunities and improve neighborhood stability through revitalization and homeownership. Permanent supportive Housing for homeless individuals is prioritized because it is the highest priority of the local Continuum of Care and Blueprint to End Homelessness. High priority projects are those that the CD **plans to fund** over the 5-year period of the plan. However, CD may utilize CDBG, HOME or other sources of funding to support any of these priorities.

In addition to the high priority projects, the Urban County has prioritized the following **medium priority** housing projects, which **may be funded** over the course of the 5-year plan:

- Transitional housing for homeless individuals and families (housing rehabilitation and development)
- Housing for all other special populations at 0-80% of AMI (housing rehab and development for persons with disabilities, HIV/AIDS, addictions, & public housing residents)

These projects were given a medium priority because the need for housing for these populations is apparent from the CHAS data. However, given that the Urban County has emphasized overall community and housing stability, these projects must be coordinated with local units of government and communities to ensure viability and sustainability.

While the estimated housing needs are far greater than the resources available, the specific objectives and goals of the next year are listed below. **Low Priority** categories are those needs that exist but are either not significant or will not be funded. The specific local housing objectives are listed below. Note: All objectives are numbered from the Summary of Specific Annual Objectives Worksheet included with this plan.

### **Specific Objective: Decent Housing**

#### **Outcome: Affordability**

- 34 LMI households will become homebuyers by acquiring and rehabilitating Habitat homes, acquiring and rehabilitating homes through Community Housing Alternatives, acquiring cooperative units at Arrowwood Cooperative.
- 6 households under 50% AMI will acquire Cooperative Housing membership.
- 190 units of affordable rental housing will be acquired and/or rehabilitated for special needs, homeless, and/or households with incomes under 50% of AMI.
- 39 units of new affordable rental housing will be constructed for households with incomes under 50% of AMI.
- 36 LMI households will receive low- or no-interest loans/grants to rehabilitate their homes for increased safety and quality.

#### **Outcome: Sustainability**

- 744 Rental Housing Units in West Willow, Liberty Square, Grove Road Appleridge, Holmes Road, Ecorse Road, and Thurston neighborhoods in Ypsilanti Township will be inspected for code compliance.

## **ITEM 2. DESCRIBE HOW RESOURCES WILL BE USED TO DEVELOP HOUSING**

During the 2010-11 program year, the Office of Community Development intends to use CDBG funding for a grant to Ypsilanti Township for the continuation of the rental code enforcement efforts in targeted neighborhoods and for recoverable low-interest loans and grants for homeowners throughout the Urban County jurisdictions to rehabilitate their homes. HOME funding will be used for the following activities throughout the Urban County jurisdictions:

- Grants for down payment assistance;
- Grants for non-profits to purchase, rehabilitate, and re-sell affordable housing units to homebuyers, with part of the grant recaptured at resale;
- Recoverable loans for non-profits housing developers to build new rental housing;
- Recoverable loan for the Ypsilanti Housing Commission to acquire and rehabilitate existing rental housing.

In addition, the following resources will be utilized when available: federal Low-Income Housing Tax Credits, MSHDA non-competitive housing tax credits, MSHDA HOME funds and MSHDA program funds, federal Emergency Shelter Grants, federal Supportive Housing Program grants, federal Shelter Plus Care vouchers, federal tenant based and project based Section 8 certificates, local Ann Arbor Housing Trust funds, County Housing Contingency funds, local DDA funds, LISC loans, Michigan Interfaith Housing Trust Funds, Federal Home Loan Bank funds, Corporation for Supportive Housing Loans and private lending institution loans.

Many small banks have excellent programs for first-time homebuyers. CD and the non-profit housing providers have successfully established relationships with these local banks for rental and homeownership housing projects for many years. CD staff attend HUD, MSHDA, MCDA SEMCOG and CEDAM trainings to network with other funders, learn about new products and programs and learn about resources to address the identified needs.



## Needs of Public Housing

1. Describe the manner in which the plan of the jurisdiction will help address the needs of public housing and activities it will undertake during the next year to encourage public housing residents to become more involved in management and participate in homeownership.
2. If the public housing agency is designated as "troubled" by HUD or otherwise is performing poorly, the jurisdiction shall describe the manner in which it will provide financial or other assistance in improving its operations to remove such designation during the next year.

### Program Year 3 Action Plan Public Housing Strategy response:

#### ITEM 1. DESCRIBE HOW PLAN WILL HELP ADDRESS NEEDS OF PUBLIC HOUSING

The **Ann Arbor Housing Commission** promotes resident councils at four of its largest public housing sites, and holds monthly RAB (Resident Advisory Board) meetings. The Commission does not provide a Homeownership Program through its Public Housing program. Participants interested in Homeownership are encouraged to attend and complete Homeowner education counseling services. The Commission does provide the Housing Choice Voucher (HCV) Homeownership option. All eligible voucher recipients who qualify and complete the requirements of the Homeownership Program are serviced. The Commission will coordinate with Homeownership counseling services and OCD for down payment assistance.

The Commission is currently designated "troubled" under the FY08 SEMAP due to a delay in the electronic submission of the FY08 completed certification. However HUD Detroit Field Office staff performed a confirmatory review of the FY09 SEMAP in early 2010 and has verbally communicated that the Commission will be designated "standard" although it has not received the full written report. The Commission was last deemed "standard" for FY07 confirmatory review. Public Housing achieved "standard" status as of FY07, following UPCS physical inspections in November 2007. The FY09 UPCS physical inspections were completed. HUD did not issue a PHAS score in FY08 due to the transition year to asset management and there has been no updated designation for FY09.

The City of Ann Arbor has supported the Housing Commission with \$60,000 for general administration support and support services. This grant continued in 2010 as part of the City's budget cycle. This grant is used for funding resource coordinators from CSTS and for administrative costs.

The City of Ann Arbor provided the Commission with \$90,000 in FY10 for general administrative support and has made a commitment of another \$90,000 for FY11 to assist the Commission during its current state of transition.

The Commission recently received and adopted the recommendations from a City-paid Operational Needs Assessment resulting in a reorganization adding a Deputy Director and a Financial Analyst and reinstating a Section 8 Manager to its current staffing structure. The Commission is being considered as a recipient of funding from the

Housing and Human Services Advisory Board (HHSAB) for administrative costs related to adding these positions.

**The Ypsilanti Housing Commission's** jurisdiction is primarily the City of Ypsilanti and Ypsilanti Township, although like most PHAs, some of its Section 8 vouchers are used within a much larger area. The Ypsilanti Housing Commission (YHC) administrative offices are within the southwest portion of Ypsilanti, an area that has recently come to be known as the Gateway area. The YHC currently operates **195 units** of public housing and 197 tenant-based Section 8 vouchers. They will continue to manage those units for the 2010-11 program year, as their budget allows. In addition, the YHC also provides support to the YHC **Resident Advisory Board**, which is composed of several residents, and meets on a bi-monthly basis to discuss issues of interest to YHC residents.

Since the Ypsilanti Housing sites are located in the City of Ypsilanti, and the City has a large number of high priority projects, the Office of Community Development is still exploring the ways in which County Housing Contingency, HOME, and CDBG funding can be used to assist the Ypsilanti Housing Commission residents.

## **Barriers to Affordable Housing**

1. Describe the actions that will take place during the next year to remove barriers to affordable housing.

### **Program Year 3 Action Plan Barriers to Affordable Housing response:**

#### **ITEM 1. ACTIONS TO REMOVE BARRIERS TO AFFORDABLE HOUSING**

The County will continue to create and improve public policies that will address obstacles, support the development of affordable housing, and eliminate barriers to affordable housing in the following ways:

- Support and participation with the Washtenaw Housing Alliance and Continuum of Care Board;
- Implementation of the Washtenaw County Comprehensive Master Plan;
- Coordinate with the City of Ann Arbor's Housing and Human Services Advisory Board on housing projects that meet the needs of low-income residents;
- Encourage participation in preparation of annual plans and decision-making from low-income residents, their representatives, and other stakeholders;
- Utilizing plans, goals, and input from all jurisdictions for the development of a performance measurement system that reflects local goals and outcome measures;
- Implementation of a system of "Communities of Interest" that guide the County's decision-making and development of services.
- Develop partnerships with local jurisdictions and between County departments to encourage regional decision-making on land use, affordable housing, transportation, etc.
- Implement recommendations from the 2005 Analysis of Impediments to Fair Housing Choice. This analysis can be found at [www.ewashtenaw.org](http://www.ewashtenaw.org) under the Community Development Department website.
- Continue regional affordable housing, community, and economic development efforts including the Eastern Leaders Group.

## HOME Investment Partnership Program (HOME)

1. Describe other forms of investment not described in § 92.205(b).
2. If the participating jurisdiction (PJ) will use HOME or ADDI funds for homebuyers, it must state the guidelines for resale or recapture, as required in § 92.254 of the HOME rule.
3. If the PJ will use HOME funds to refinance existing debt secured by multifamily housing that is that is being rehabilitated with HOME funds, it must state its refinancing guidelines required under § 92.206(b). The guidelines shall describe the conditions under which the PJ will refinance existing debt. At a minimum these guidelines must:
  - a. Demonstrate that rehabilitation is the primary eligible activity and ensure that this requirement is met by establishing a minimum level of rehabilitation per unit or a required ratio between rehabilitation and refinancing.
  - b. Require a review of management practices to demonstrate that disinvestments in the property has not occurred; that the long-term needs of the project can be met; and that the feasibility of serving the targeted population over an extended affordability period can be demonstrated.
  - c. State whether the new investment is being made to maintain current affordable units, create additional affordable units, or both.
  - d. Specify the required period of affordability, whether it is the minimum 15 years or longer.
  - e. Specify whether the investment of HOME funds may be jurisdiction-wide or limited to a specific geographic area, such as a neighborhood identified in a neighborhood revitalization strategy under 24 CFR 91.215(e)(2) or a Federally designated Empowerment Zone or Enterprise Community.
  - f. State that HOME funds cannot be used to refinance multifamily loans made or insured by any federal program, including CDBG.
4. If the PJ is going to receive American Dream Down payment Initiative (ADDI) funds, please complete the following narratives:
  - a. Describe the planned use of the ADDI funds.
  - b. Describe the PJ's plan for conducting targeted outreach to residents and tenants of public housing and manufactured housing and to other families assisted by public housing agencies, for the purposes of ensuring that the ADDI funds are used to provide down payment assistance for such residents, tenants, and families.
  - c. Describe the actions to be taken to ensure the suitability of families receiving ADDI funds to undertake and maintain homeownership, such as provision of housing counseling to homebuyers.

## Program Year 3 Action Plan HOME response:

### ITEM 1. DESCRIBE OTHER FORMS OF INVESTMENT NOT INCLUDED IN 92.205(B)

The Urban County will only use the forms of investment described in Section 92.205(b) of the HOME regulations. In addition, Washtenaw County is required to provide a 25% match to the federal HOME funds. The FY 10-11 HOME allocation is \$1,694,382, which will require a \$ match. These matching funds will be in the form of County Housing Contingency Funding, supportive services dollars, donated supplies, donated professional services, and volunteer labor used on HOME-assisted or HOME-eligible projects completed within the Urban County jurisdictions.

<b>SAMPLE: CD Appraisal-Based Resale Formula</b>	
Initial sales price	\$100,000
Initial appraisal	\$150,000
Resale appraisal	\$200,000
Increase in appraised value	$\$200,000 - \$150,000 = \$50,000$
Resale price increase	$\$50,000 \times 25\% = \$12,500$
Resale price	$\$100,000 \text{ (initial)} + \$12,500 = \$112,500$

### ITEM 2. HOME RESALE PROVISIONS

#### Terms of Affordability

A minimal term of affordability for projects is required by HUD. Beginning with the 2005-2006 funding period for HOME and CDBG, the Washtenaw Urban County's terms of affordability shall be based upon the amount of funds invested per unit, but shall be a minimum of:

- Less than \$15,000 per unit - 5 years
- \$15,000- \$40,000 per unit - 10 years
- Greater than \$40,000 per unit - 15 years
- New construction or acquisition of newly constructed rental housing - 20 yrs

RESALE FORMULA – HOME-funded homeownership projects will be subject to a resale formula not a recapture formula. Below is the resale formula for homeownership acquisition.

#### RESALE PROVISIONS

1. An independent appraisal of the building is conducted at the time of the initial purchase or investment;
2. An independent appraisal is conducted on the building at the time the owner wishes to sell the unit;
3. The difference between the new and the old appraisal determines the increase in appraised value;
4. The seller retains **25%** of the increase in the appraised value (see sample below) Mortgages and notes will be utilized by the County, on behalf of the Urban County, to protect the affordability of these units over time;
5. An initial sales price (for new construction) or an initial resale price is determined based on the market conditions to determine what is affordable to the target income household;
6. Please note that the appraised value and the initial sales price (based on the subsidy required) are determined by two different processes and are not necessarily the same.

**For projects in the City of Ann Arbor**, CD will secure permanent affordability through a deed restriction. Every time the property is transferred or sold, CD must ensure that

the new buyer is income-qualified and the sales price is affordable, and the seller receives their fair return.

There are 3 benefits to this approach:

1. The owner has an affordable monthly housing cost because CD subsidizes the property to an affordable rate.
2. Both the City and County Assessor's Office is allowed under state law, to assess the property based on the restricted sales price, rather than the market value. The result is taxes are significantly decreased for the low-income owner.
3. The unit is permanently affordable.

**Appraisal-based Formula-** The Washtenaw Urban County plans to utilize resale provisions to preserve the long-term affordability of HOME-assisted homeownership units for particular types of projects, which will generally occur in the higher housing cost areas of the Urban County.

**Fair Return to Seller-** The Office of Community Development used historical sales activity and historical HUD income trends to determine that a 25% share in the equity was appropriate for this market and provided a fair return to the seller by looking at the average residential sale prices, specific addresses, taxes, utilities, turnover costs, condominium fees, interest rates, inflation, varying degrees of equity-sharing, income targeting, Private Mortgage Insurance, and sale price of assisted units. It was determined that 25% was the minimum equity-sharing for sellers that would provide a fair return on their investment, while still protecting the affordability of the units.

**Future Affordability-** As units are sold, there will be a gap between the appropriate sales price based on the target household size and income, and the sales price based on the seller receiving 25% of the appreciated value in the home. When that gap is positive, the additional funds will be used to close the gap when the gap is negative. The Urban County has a homeownership program that helps pay for closing costs and down payment assistance. This program will also be utilized to close the gap if the unit is unaffordable to the future home buyer.

### **ITEM 3. HOME REFINANCING GUIDELINES**

Multi-family projects developed by housing organizations that receive HOME funds for rehabilitation may utilize HOME to refinance existing debt, consistent with 24 CFR 92.206(b)(2), if they meet the following guidelines:

1. Refinancing is necessary to permit or to continue affordability under 24 CFR 92.252 for HOME funds and if HOME funds are not eligible, then other funds may be used;
2. Rehabilitation is the primary eligible activity. A minimum of \$5,000 of rehabilitation per unit is required;
3. The grantee must demonstrate management capacity and practices that ensure that the long term needs of the project can be met and the targeted population can be served over an extended affordability period;
4. The grantee must demonstrate that the new investment is being made to maintain current affordable units, to create greater affordability in current affordable units; or to create additional affordable units;
5. Refinancing will be limited to projects that have previously received an investment of public funds;
6. The minimum HOME period shall be 15 years;
7. HOME funds may be used for refinancing anywhere in the Urban County;

8. HOME funds cannot be used to refinance multi-family loans of 5 units or more, made or insured by any Federal program, including CDBG.

The Urban County will not be receiving American Dream Downpayment Initiative (ADDI) Funds for FY 2010.

## HOMELESS

### Specific Homeless Prevention Elements

\*Please also refer to the Homeless Needs Table in the Needs.xls workbook.

1. Sources of Funds—Identify the private and public resources that the jurisdiction expects to receive during the next year to address homeless needs and to prevent homelessness. These include the McKinney-Vento Homeless Assistance Act programs, other special federal, state and local and private funds targeted to homeless individuals and families with children, especially the chronically homeless, the HUD formula programs, and any publicly-owned land or property. Please describe, briefly, the jurisdiction's plan for the investment and use of funds directed toward homelessness.
2. Homelessness—In a narrative, describe how the action plan will address the specific objectives of the Strategic Plan and, ultimately, the priority needs identified. Please also identify potential obstacles to completing these action steps.
3. Chronic homelessness—The jurisdiction must describe the specific planned action steps it will take over the next year aimed at eliminating chronic homelessness by 2012. Again, please identify barriers to achieving this.
4. Homelessness Prevention—The jurisdiction must describe its planned action steps over the next year to address the individual and families with children at imminent risk of becoming homeless.
5. Discharge Coordination Policy—Explain planned activities to implement a cohesive, community-wide Discharge Coordination Policy, and how, in the coming year, the community will move toward such a policy.

### Program Year 3 Action Plan Special Needs response:

#### ITEM 1. IDENTIFY SOURCES OF FUNDING FOR HOMELESS ACTIVITIES

The Office of Community Development expects the organizations that participate in the local Continuum of Care process to provide the majority of programs targeting homeless needs and prevention. The local Continuum of Care receives approximately \$4 million from Supportive Housing Program grants and Shelter Plus Care grants. MSHDA will be making available under the Homeless Assistance Rental Program a limited number of housing vouchers for people who are homeless in 2010; this is a continuation of a project that began in 2008.

The Mental Health Block Grant provides \$159,000 for the PATH program. The Substance Abuse Block Grant provides \$555,000 for treatment services and \$226,000 for prevention services. The State of Michigan Department of Human Services provides \$9,600,000 for childcare reimbursement. The Department of Education provides \$26,000 for education for homeless youth. In addition, the Ann Arbor Area Community Foundation provides over \$200,000 for support services for homeless individuals and families, and manages another \$280,000 from private donors, the county, and the State of Michigan for homeless prevention services.



**ITEMS 2, 3, 4. DESCRIBE THE JURISDICTION'S STRATEGY FOR DEVELOPING A SYSTEM TO ADDRESS HOMELESSNESS/CHRONIC HOMELESSNESS/PREVENTION AND PRIORITY NEEDS OF HOMELESS PERSONS.**

The Washtenaw County/ City of Ann Arbor Blueprint to End Homelessness Objectives & Action Steps are included in the 2010 Continuum of Care chart on the following page.

Objectives to End Chronic Homelessness <u>and</u> Move Families and Individuals to Permanent Housing	2010 Local Action Steps  How are you going to do it? List action steps to be completed within the next 12 months.	Baseline (Current Level)	Numeric Achievement in 12 months	Numeric Achievement in 5 years	Numeric Achievement in 10 years
1. Create new PH beds for chronically homeless persons.	1. Acquire 6 new units of permanent supportive housing dedicated to the CH population as a part of the 10-year strategic plan to acquire 100 new CH units. *Note: The baseline number does not match the number provided in the Chart 1:PSH because Chart 1 instructions asked for the number of beds designated for <i>or occupied by</i> CH individuals (55). The baseline number includes only the CH-occupied beds that are <i>designated</i> for CH (19).	19 Beds	25 Beds	60 Beds	100 Beds
2. Increase percentage of homeless persons staying in PH over 6 months to at least 71%.	1. Finalize and begin implementation of the Action Plan of the Centralized Homeless Response and Prevention Workgroup. 2. Finalize and begin implementation of the Action Plan of the Co-Occurring Disorders and Substance Abuse Workgroup. 3. Increase the community's investment in supportive services for people in supportive housing by raising \$350/year for 2 years for 70 new units of housing.	85.5%	86%	86.5%	87.5%
3. Increase percentage of homeless persons moving from TH to PH to at least 61.5%.	1. Implement Housing First for Homeless Families. 2. Add 6 units of PH through "Housing NOW", a PSH project for homeless youth . 3. Add 4 units of PSH through a MSHDA-funded project to serve survivors of domestic violence.	79.5%	80%	80.5%	81.5%
4. Increase percentage of homeless persons employed at exit to at least 18%.	1. Employment Workgroup produces report to identify gaps in the community regarding employment. 2. Hold a Roundtable Discussion with relevant community participants, such as Michigan Works!, to review report.	52%	52.5%	53%	54%
5. Ensure that the CoC has a functional HMIS system.	1. Test and implement the advanced reporting tool (ART). Create existing monthly data quality reports and CoC outcome measurement reports in the ART. Train agency administrators and case managers to run reports in ART. 2. Complete formal site visits to monitor compliance with HMIS data and technical standards for 25% of programs each year. Collect self-evaluations for each program/agency annually. 3. Increase HMIS bed coverage to 98%.	94 % Bed Cover-age	98 % Bed Cover-age	100 % Bed Cover-age	100 % Bed Cover-age
1. Increase the number of supportive housing units funded with support from the community, as described in WHA Action Plan (Baseline = 47 units).	1. Implement integrated funding plan in support of the Washtenaw Housing Alliance's 500-Unit Action Plan	117		200	500

### **Barriers**

The greatest barriers are always the economy, capacity, and funding. Washtenaw County struggles with a lack of good paying jobs, and especially jobs with benefits, for unskilled or low skilled workers. The County has adopted a Living Wage ordinance that requires contractors with the County to provide a living wage for their employees. However, this ordinance impacts a fraction of the employers in the area and local nonprofits often experience a negative impact from this requirement because they cannot afford to pay living wages to their own employees.

The lack of employment opportunities caused by the economic downturn, which has hit Michigan hard and has had a severe impact on jobs both with and without benefits, is an obstacle. Although we support a housing first model in our community, it is very difficult to house those with 0-200 dollars per month in income as individuals and the 15% median income level for families. These folks are more disadvantaged than ever in the job market. The number of jobs without benefits is a barrier because many of the needs would be reduced if households had adequate health care, disability, unemployment, retirement and other benefits through their employer. The needs would still exist but the cost would be borne by the private sector instead of the public sector. The County only has the financial capacity to address a fraction of the need in the community. And finally, service providers are overwhelmed by the need and do not have sufficient staff or the ability to offer attractive financial packages to maintain their staff.

The federal, state and local governments are all experiencing budget cuts. Because community development is not a core service (i.e., police and fire services), this department tends to be a relatively lower funding priority and thus more at-risk for funding cuts. Washtenaw County, the city of Ann Arbor and the State of Michigan have always contributed general funds for housing and homelessness activities. In the current budget crisis for governments, this general fund money is at great risk and is therefore threatening our safety net.

Additionally, access to transportation is an obstacle to gainful employment and access to services. The City of Ann Arbor has a good public transportation system, but many of the lowest income residents in the Urban County area live outside the more reliable bus routes and do not have access to good public transportation. In addition, the hours of availability severely limit the ability for low-income working households to rely on it completely; this is especially true for 2<sup>nd</sup> and 3<sup>rd</sup> shift jobs, many of which are filled by low income people.

### **ITEM 4. LOCAL DISCHARGE PLAN**

The Continuum of Care Board recently adopted the Discharge policy included below, and will continue to implement this plan during the period July 1, 2010 - June 30, 2011.

#### **Foster Care**

The Michigan Youth Opportunities Initiative (MYOI) is a Casey Foundation-funded local initiative whose mission is to help youth in and exiting foster care make successful transitions to adulthood. Youth served are 14-23 years old. MYOI works to bring together people and resources needed to help youth make the connections they need to education, employment, healthcare, housing, and supportive personal and community relationships. Goals are to:

- Expand access to opportunities in employment, education, housing, and healthcare for youth in foster care.

- Expand significantly the capacity of private and public organizations and communities to support these young people.
- Involve young people themselves in making the important decisions required for a successful national effort.
- Create opportunities for community engagement and encourage young people to help others.
- Provide links to personal networks of caring adults and other young people.

The Initiative supports community-based efforts that create opportunities and build assets for youth leaving foster care. It also supports youth engagement through a local Youth Leadership Board, which serves as a network that connects youth in, or formerly in, foster care both to resources and to each other. Our community's local group of the MYOI is called Changing Today for the Youth of Tomorrow.

In May 2007, the State of Michigan launched a new website developed by the Michigan Department of Human Services with support from MYOI Youth Leaders. The site, MICHIGAN FOSTER YOUTH IN TRANSITION, is a comprehensive crossroads of information, opportunities and resources for current and former foster youth. The website showcases programs, such as MYOI, for youth who are in transition or have aged out of the foster care system.

Other programs featured on the site include Youth in Transition, a funding source available to cover expenses related to developing independent living skills (e.g., first month's rent and security deposit and transportation), and programs that provide funding for educational expenses for youth in/formerly in foster care. The website is a particularly useful resource for foster care workers, foster parents, and youth in transition.

### **Health Care**

In September of 2009, the County's Continuum of Care, in coordination with the University of Michigan Hospital systems and Saint Joseph Mercy Hospital system approved a Hospital Discharge Planning Protocol. The protocol is intended to help prevent discharge from systems providing health care to the street. In part it provides for:

- As part of each patient's initial assessment, discharge planners will determine if a patient has housing options upon leaving the hospital. This could be family support or other housing.
- If the patient has no housing options or resources, s/he will be referred to the hospital social work department for assistance in addressing housing and related follow-up concerns.

Once referred to a hospital social worker/case manager, staff will assess whether or not the person is connected to the community-based social services system. Both hospital-based social workers and community-based case management staff will collaborate in case-specific problem solving and will utilize any resources available in both the hospital system and community-based systems to achieve the best feasible outcome for addressing patient needs.

### **Mental Health**

Community Support and Treatment Services (CSTS), Washtenaw County's agency serving individuals with mental illness, developmental disabilities, and substance abuse issues, has an official discharge planning policy that initiates discharge planning processes at the earliest feasible point during service delivery based upon the client's level of functioning. Upon discharge or transfer of clients, CSTS case managers and a

placement coordinator are responsible for ensuring that the client has a viable housing option available. This process is supported by a full-time housing coordinator. Project Outreach Team (PORT), a division of CSTS, collaborates with the University of Michigan Hospital psychiatric unit to identify housing options for discharged patients. PORT also participates in ongoing work groups to address discharge planning issues.

Additionally, section 330.1209b of the State Mental Health Code, effective March 28, 1996, requires that "the community mental health services program shall produce in writing a plan for community placement and aftercare services that is sufficient to meet the needs of the individual..." In addition, R 330.7199(h) of the Administrative Code says that the written plan must minimally identify "strategies for assuring that recipients have access to needed and available supports identified through a review of their needs." Housing, food, clothing, physical healthcare, employment, education, legal services, and transportation are all included in the list of needs that must be appropriately addressed as a function of mental health discharge planning.

### **Corrections**

*Jail Discharge:* Judges in Washtenaw County commonly use a split sanction (jail followed by probation). Common conditions of probation include services designed to control issues related to anger management, substance abuse, employment, etc. These services are provided by Community Corrections, a division of Trial Court. Also, a committee of the Washtenaw Criminal Justice Collaborative Council ([cjcc.ewashtenaw.org](http://cjcc.ewashtenaw.org)) has identified several barriers that make reintegration difficult. Examples of gaps in our community that hinder successful reintegration include a lack of substance abuse services and employment, a difficult process to obtain identification, etc. The committee has prioritized these issues and is in the process of developing protocols for some of them. In addition, CSTS and PORT are implementing a new Discharge Plan and Procedure based on the recommendations for best practices of the National GAINS Center (a subsidiary of the Substance Abuse and Mental Health Services Administration). PORT also provides pre-jail and post-jail diversion programs that provide advocacy for chronically homeless individuals within the court system. However, jail overcrowding with early release of inmates without support services remains a problem in Washtenaw County. In 2009-2010, PORT, the Shelter Association of Washtenaw County and the Sheriff's Department have worked together to begin a discharge planning process that begins to address homelessness with community resources currently available. It is our goal to have specific protocols by the end of 2010.

*Prison Discharge:* The State of Michigan has begun a state-wide effort known as the Michigan Prisoner Re-Entry Initiative (MPRI). Participating in this effort, Washtenaw County has developed and is implementing (under the auspice of Catholic Social Services) a comprehensive community plan and services funded through the Michigan Department of Corrections. Under this concept, all qualifying parolees will have a Transition Accountability Plan (TAP) that will be developed while in prison and identify a prisoner's strengths, needs, and services available in the community. Approximately 250-300 returning citizens benefit from this effort each year.

### **Emergency Shelter Grants (ESG)**

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In FY 10, the Washtenaw Urban County will receive an allocation of ESG funding for \$97,539.

## COMMUNITY DEVELOPMENT

### Community Development

\*Please also refer to the Community Development Table in the Needs.xls workbook.

1. Identify the jurisdiction's priority non-housing community development needs eligible for assistance by CDBG eligibility category specified in the Community Development Needs Table (formerly Table 2B), public facilities, public improvements, public services and economic development.
2. Identify specific long-term and short-term community development objectives (including economic development activities that create jobs), developed in accordance with the statutory goals described in section 24 CFR 91.1 and the primary objective of the CDBG program to provide decent housing and a suitable living environment and expand economic opportunities, principally for low- and moderate-income persons.

\*Note: Each specific objective developed to address a priority need, must be identified by number and contain proposed accomplishments, the time period (i.e., one, two, three, or more years), and annual program year numeric goals the jurisdiction hopes to achieve in quantitative terms, or in other measurable terms as identified and defined by the jurisdiction.

### Program Year 3 Action Plan Community Development response:

#### ITEM 1. IDENTIFY THE JURISDICTION'S PRIORITY NON-HOUSING COMMUNITY DEVELOPMENT NEEDS ELIGIBLE FOR ASSISTANCE BY CDBG IN THE COMMUNITY DEVELOPMENT NEEDS TABLE

##### Community Development Priorities

The Washtenaw Urban County has assigned a **high priority** for services to the following types of community development projects:

- Senior & Youth Services
- Transportation
- Child Care
- Health Services
- ADA Accessibility
- Energy Improvements
- Legal Services & Tenant/Landlord Counseling (General Fund)
- Fair Housing Activities
- Rental Code Enforcement
- Lead Hazard Remediation
- Sidewalks/Bike Paths

Community planning efforts and interviews with Urban County Executive Committee leadership revealed these highest priority community development needs. In addition, since many of these programs can be offered on a case-by-case basis, the OCD is then able to ensure that lower-income households are served from all jurisdictions of the Urban County, rather than in just one concentrated area. High priority projects are those that the community **plans to fund** over the period of the plan. However, OCD or other agencies may utilize CDBG, HOME, HOPWA or other sources of funding to support any of these priorities.

In addition to the high priority projects, the Urban County prioritized a wide variety of **medium priority** community development projects, which **may be funded** over the course of the 5-year plan:

- Public Facility/ Infrastructure projects in LMI neighborhoods
- Senior &/or Community Center Improvements
- Park Improvements
- Microenterprise Assistance/Economic Development
- Other Public & Human Services for LMI households and Special Populations

These and other project types were given a medium priority because the Urban County has prioritized projects to address a wide range of needs across diverse communities. In addition, the need for community development activities far exceeds the budget in the CDBG program. Therefore, despite apparent needs, all project types could not be given a high priority.

**ECONOMIC DEVELOPMENT:** CDBG funds are generally not used for economic development activities as those activities are generally funded through other sources such as the SPARK, Community Action Agency, Workforce Development Council, Michigan Economic Development Council, Michigan Works, local Chambers of Commerce, Washtenaw County Energy and Economic Development Department, Brownfield Redevelopment Authority and local Downtown Development Authorities.

**PUBLIC SERVICES (HUMAN SERVICES):** Washtenaw County supports a variety public services with multiple funding sources. These include City of Ann Arbor General Funds, Washtenaw County General Funds, and the maximum allowable for public services (15% percent) in CDBG funds. The City and the County contract with over 50 nonprofit organizations which in turn leverage a significant amount of other funding to provide a full range of human services to the community. These activities all serve LMI Limited Clientele, as documented by tracking the family size and income of the recipients. Both the City and the County funded the following agencies on a two-year cycle, the second year of this funding cycle starting on July 1, 2010 and ending on June 30, 2011.

2,670 individuals will benefit from the following CDBG funded public service programs and projects:

**Northfield Human Services, 9101 Main St, Whitmore Lake, MI, 48189**, \$40,885 in CDBG funds to provide low-cost, reliable, safe, flexible, and efficient transportation to Washtenaw County and participating township residents. The “Dollar to Ride” program allows individuals in need of transportation—particularly seniors and disable individuals—access to transportation at an affordable cost. Northfield Human Services passengers are income-verified and nearly all are low-income.

**Ozone House, 1705 Washtenaw Ave, Ann Arbor, MI, 48104**, was allocated \$51,700 in CDBG funds to provide transitional housing and support services to homeless youth. Ozone House seeks to increase housing stability for homeless youth, ages 16 through 20 by providing them with transitional housing and intensive support services. Services include on-going individual and family counseling, case management and advocacy, life skills training, employment support, opportunities for leadership, financial assistance, health care, and aftercare. Ozone House serves a clientele that are presumed to be statistically low and moderate income persons.

The **Shelter Association of Washtenaw County, 312 W. Huron St., Ann Arbor, MI 48103**, was allocated a total of \$241,815 in CDBG funds to provide three homelessness-related programs in Washtenaw County. The Service Center program (\$58,300) provides extreme weather related emergency shelter that addresses the immediate basic needs of individuals who are experiencing homelessness, and supportive services to assist them in finding sustainable permanent housing. The Delonis Center Health Clinic (\$32,500) is designed to educate, diagnose, and treat homeless men and women before their conditions progress to the point of becoming a barrier to stable housing or, worse yet, an emergency situation. The Night Shelter Program (\$151,015) provides temporary shelter (up to 90 days) with intensive case management—addressing barriers to stable income and housing—for homeless adults. The Shelter Association will serve over 1000 homeless individuals per year—a clientele that is presumed to be statistically low and moderate income.

**SOS Community Services, 101 South Huron, Ypsilanti, MI, 48197**, was allocated \$8,600 in CDBG funds (supplementing a \$46,400 award of Washtenaw County General funds) to provide homelessness prevention services and access to shelter and/or housing for at-risk and homeless families and individuals through their “Housing Crisis Services” program. Services include working with the client to identify barriers to housing stability, create action plans to address barriers, and take positive concrete steps toward implementing their plans. SOS Community Services clientele is income-verified (for financial assistance) or statistically presumed low and moderate income (homeless clients).

In addition, the City allocated \$1,275,744 in general funds and the County allocated \$100,000 in general funds to human service activities (see Attachment B). For both the City of Ann Arbor and the Urban County, funding priorities for human services are those services provided to individuals or families experiencing difficulty in meeting their basic human needs. Services shall be targeted to residents the appropriate jurisdiction, depending on funding source, who are low, very low and extremely low-income as defined by the Department of Housing and Urban Development. Services may also be targeted geographically, by age group, or by specific need.

The Urban County & the City of Ann Arbor have approved four main human services priorities, including: Housing Stability, Family Economic Stability, Access to Health & Well-Being & Success of At-Risk Youth. Annual outcomes to support these goals are as follows:

**A) Increase Housing Stability**

- The Barrier Busters Emergency Assistance Fund will provide financial assistance to prevent 60 households from becoming homeless;
- Washtenaw County-CSTS will provide 280 homeless individuals with mental health and employment services.
- Avalon Housing Inc. will assist 243 low-income renters with housing stability;
- Catholic Social Services will provide support services and transitional housing for 10 previously homeless parenting teens and their children through the Father Patrick Jackson House; and will provide housing stability & support services to 20 frail, cognitively impaired, older adults at “The Oaks.”
- Community Action Network will provide eviction prevention services for 50 resident households of public housing sites;
- Community Housing Alternatives will provide support to 15 individuals to maintain housing or increase housing stability;



- The Domestic Violence Project will provide shelter and supportive services for 30 survivors of domestic violence and their children;
- The Fair Housing Center of SE Michigan will respond to 6 new fair housing complaints with investigations;
- HIV/AIDS Resource Center will assist 45 persons with housing stability;
- Home of New Vision will provide transitional and housing support services to 20 women and their children;
- University of Michigan Regents' Housing Bureau for Seniors will assist 225 seniors in maintaining housing stability;
- Interfaith Hospitality Network – Alpha House will assist 15 formerly homeless families with housing stability;
- Legal Services of South Central Michigan will provide eviction prevention legal services for 480 households;
- Michigan Ability Partners will provide support services to 40 low-income individuals to increase housing stability; MAP will also provide 48 residents with payee services to assist with bill payment, managing personal care funds, budgeting, and credit repair, in order to increase their housing stability;
- Ozone House will provide transitional housing and support services for 22 youth;
- Shelter Association of Washtenaw County will provide emergency shelter and/or services for 1000 people;
- SOS will assist 75 people with maintaining housing stability.

B) Increase Access to Health and Well-being

- Ann Arbor Meals on Wheels will provide weekday home delivered meals to 140 extremely low-income residents and weekend home delivered meals to 60 extremely low-income residents;
- The University of Michigan Regents' Community Family Health Center will provide healthcare for 225 low-income individuals.
- Community Action Network will provide food and opportunities for healthcare for 52 low-income resident households at a public housing site;
- The Corner Health Center will provide healthcare for 1,100 low-income residents—usually uninsured youth and their children—and assist 175 patients in enrolling in health insurance.
- Catholic Social Services will provide emergency food to 1000 people and will assist 425 seniors with tax forms, healthcare financing counseling, and resources for raising their grandchildren;
- HIV/AIDS Resource Center will provide education, testing and access to health-care services to 200 individuals to reduce Hepatitis-C transmission;
- Food Gatherers will provide food to over 152 programs serving low-income households and 80,000 free meals to Washtenaw County residents;
- Neighborhood Senior Services will provide support services for 450 seniors to maintain housing stability;
- Packard Community Clinic will provide healthcare to 500 very low-income persons;
- Planned Parenthood of Mid-Michigan will assist 171 women with reproductive healthcare;
- Shelter Association of Washtenaw County will serve 300 homeless men and women through the Delonis Center Health Clinic;
- The Women's Center of America will offer support and mental health counseling services to 225 low-income persons and will provide job coaching, financial education, tax-preparation services, legal seminars, or divorce workshops to 40 low-income persons;
- Ypsilanti Meals on Wheels will provide home delivered meals to 50 residents.

C) Increase Long-term Success of At-Risk Youth

- Ann Arbor YMCA will provide job training for 20 youth with special needs through the Chain of Plenty Program;
- Community Action Network will provide after-school enrichment activities and facilitate parent-teacher communication for 65 youth in public housing;
- The Center for Occupational and Personalized Education will provide education and drug- and violence-prevention programs for 70 low-income at-risk youth;
- Family Learning Institute will provide reading and writing skill-building services for 75 low-income youth and math skills for 25 youth;
- Big Brothers/Big Sisters of Washtenaw County will provide adult mentoring for 313 children from low-income and/or single-parent homes;
- SOS Community Services will provide 20 at-risk, homeless youth with after-school and educational enrichment programs;
- Student Advocacy Center will provide support services to assist 60 low-income households to access appropriate education and maintain their child's enrollment in school.

D) Increase Family Economic Stability

- Ann Arbor Center for Independent Living will assist 150 people with disabilities to achieve greater independence and economic stability;
- Catholic Social Services will provide 150 homeless and ex-offenders education about violence/aggression to increase their employment opportunities;
- Child Care Network will provide 110 childcare scholarships for low-income households;
- Jewish Family Services will provide 344 seniors with supportive services to increase economic and housing stability;
- Northfield Human Services will provide 6000 bus rides to low-income residents that will connect them to needed medical appointments, work and more;
- Washtenaw Literacy will provide one-on-one and ESL group literacy training for 296 low-income individuals.

## Attachment B FY 2010-2011 Human Services Investments (DRAFT)

City of Ann Arbor General Fund Investment		
Agency Name	Project Name	Recommended Funding 2010-11
Ann Arbor Center for Independent Living, Inc.	<i>Independent Living: People with Disabilities, their Families and Economic Stability</i>	\$25,500
Ann Arbor YMCA	<i>Youth Volunteer Corps-Chain of Plenty</i>	\$5,850
Avalon Housing, Inc.	<i>Avalon Supportive Housing Program</i>	\$80,750
Barrier Busters Action Group	<i>Emergency Financial Assistance</i>	\$20,000
Big Brothers Big Sisters of Washtenaw County	<i>Big Brothers Big Sisters</i>	\$9,000
Catholic Social Services of Washtenaw	<i>Fr. Patrick Jackson House</i>	\$12,100
Catholic Social Services of Washtenaw	<i>The Oaks- Stabilizing Care for Families and Older Adults</i>	\$10,000
Catholic Social Services of Washtenaw	<i>Maximizing the Independence, Resources and Coping Skills of Older Adults</i>	\$22,000
Catholic Social Services of Washtenaw	<i>Emergency Food Program</i>	\$6,300
Catholic Social Services of Washtenaw	<i>Employment Skills/Goal Setting Workshops/Aggression Intervention Workshops</i>	\$17,550
Child Care Network	<i>Family Support Program</i>	\$210,000
Community Action Network	<i>Stabilizing Housing: Preventing Evictions of Hikone &amp; Green Baxter Court Public Housing Families</i>	\$20,400
Community Action Network	<i>School Comes First! at Hikone and Green Baxter Court Public Housing</i>	\$23,800
Community Action Network	<i>Food &amp; Health Care for Hikone and Green Baxter Court Public Housing Families</i>	\$8,500
Community Housing Alternatives	<i>Housing and Tenant Services</i>	\$8,500
COPE	<i>COPE At-Risk Youth Education and Prevention Program</i>	\$19,295
Domestic Violence Project, Inc.	<i>Emergency Shelter Services for Survivors of Domestic Violence</i>	\$38,250
Family Learning Institute	<i>Year Round Academic Intervention to Improve Math and Reading Skills</i>	\$26,076
Food Gatherers	<i>Food Gatherers' Food Distribution Program</i>	\$123,200
HIV/AIDS Resource Center	<i>HIV/AIDS Housing Assistance Program</i>	\$13,200
HIV/AIDS Resource Center	<i>Harm Reduction Program</i>	\$5,000
Home of New Vision	<i>"START" Support, Tools, Advocacy, Resources Together</i>	\$25,000
Interfaith Hospitality Network of Washtenaw Co.	<i>Shelter and Home-Based Support for Families Experiencing Homelessness</i>	\$38,500
Jewish Family Services of Washtenaw County	<i>JFS Senior Stability Program</i>	\$10,000
Legal Services of South Central Michigan	<i>Free legal services in civil cases to achieve housing stability</i>	\$73,000
Michigan Ability Partners	<i>Housing Supports Team-Permanent Supported Housing for High Risk Individuals</i>	\$34,000
Michigan Ability Partners	<i>Representative Payee</i>	\$18,121
Neighborhood Senior Services	<i>Senior Support Services</i>	\$50,000
Packard Health Inc.	<i>Packard Health Care Access Program</i>	\$38,250
Planned Parenthood Mid and South Michigan	<i>Family Planning Services for Low Income Women 2009-2011</i>	\$15,000
The Regents of the University of Michigan - Ann Arbor Meals on Wheels	<i>Meal Delivery to the Under Age 60 Homebound</i>	\$10,000
The Regents of the University of Michigan - Ann Arbor Meals on Wheels	<i>Weekend Meal Delivery</i>	\$16,000
The Regents of the University of Michigan - Nurse Managed Centers	<i>Maple Meadows Outreach Clinic - Primary and Mental Health Care Services</i>	\$16,250
The Regents of the University of Michigan - The Housing Bureau for Seniors	<i>Housing Stability for Older Persons</i>	\$24,000
The Student Advocacy Center of Michigan	<i>The Student Advocacy Program</i>	\$19,500
The Women's Center of Southeastern Michigan	<i>Filling the Gaps in the Mental Health Safety Net</i>	\$30,000
Washtenaw County Community Support and Treatment Services	<i>Project Outreach (PORT)</i>	\$117,700
Washtenaw Literacy	<i>RFP #6437 Adult Literacy Tutoring for Family Economic Stability</i>	\$27,500
<b>Total General Fund Contracts</b>		<b>\$1,268,092</b>
<b>Human Services Contingency</b>		<b>\$7,652</b>
<b>Total General Fund Investment</b>		<b>\$1,275,744</b>

CDBG Public Services Investment		
Agency Name	Project Name	Recommended Funding 2010-11
Northfield Human Services	Dollar to Ride-Moving On	\$40,885
Ozone House, Inc.	Transitional Housing & Support for Homeless Youth	\$51,700
Shelter Association of Washtenaw County	Shelter Association Service Center	\$58,300
Shelter Association of Washtenaw County	Night Shelter Program	\$151,015
Shelter Association of Washtenaw County	Delonis Center Health Clinic	\$32,500
SOS Community Services	SOS Housing Crisis Services 2009/2011 <i>(Partially Funded--See WC General Funds)</i>	\$8,600
Total CDBG Public Services Investment		\$343,000
Washtenaw County General Fund Investment		
Agency Name	Project Name	Recommended Funding 2010-11
SOS Community Services	SOS Homeless School-Aged Children's Program 2009/2011	\$13,200
The Corner Health Center	Health Services for Washtenaw County Adolescents and Their Children	\$20,000
Ypsilanti Meals on Wheels	Home delivered meals	\$20,400
SOS Community Services	SOS Housing Crisis Services 2009/2011 <i>(Partially Funded--See CDBG)</i>	\$46,400
Total CDBG Public Services Contracts		\$100,000
TOTAL HUMAN SERVICES INVESTMENT		\$1,718,744

**ITEM 2. IDENTIFY LONG-TERM AND SHORT-TERM COMMUNITY DEVELOPMENT OBJECTIVES IN ACCORDANCE WITH THE STATUTORY GOALS IN SECTION 24 CFR 91.1**

The specific local objectives for community development are listed below for the program year. Note: All specific objectives are numbered from the Summary of Specific Annual Objectives Worksheet included with this plan.

**Specific Objective: Suitable Living Environment**

**Outcome: Availability/Accessibility**

- 345 households will receive transitional housing and housing crisis services to promote housing and community stability.
- 2200 individuals with special needs will receive night shelter, services, and medical care to improve safety and livability.
- 125 residents will receive transportation to promote community inclusion and increase economic opportunities.
- Montibeller Park in Pittsfield Township will be rehabilitated to improve the functionality of this public facility.

**Outcome: Sustainability**

- 20 ADA Curb cuts will be constructed in the City of Ypsilanti, Ypsilanti Township will improve 3 roads, Superior Township will improve 1 road, Northfield Township will provide façade improvement grants, and Pittsfield Township will improve 1 sidewalk in order to increase the safety and sustainability of public infrastructure.
- 4 Community Based Development Organizations will be created to revitalize neighborhoods.
- 3 properties will be demolished to increase the livability and sustainability of target neighborhoods.

## Antipoverty Strategy

1. Describe the actions that will take place during the next year to reduce the number of poverty level families.

### Program Year 3 Action Plan Antipoverty Strategy response:

#### ITEM 1. ANTI-POVERTY ACTIVITIES

In the coming year, the County and other public and private organizations will work to reduce the number of persons living below the poverty level by enhancing their opportunities for self-sufficiency through the following activities.

- The County will enforce its living wage ordinance that applies to all companies contracting with the County, which requires that all employees of these companies be paid at least \$12.28 or \$10.48 with benefits.
- The County will continue to fund SPARK (Washtenaw Development Council) to support their efforts to encourage the development and maintenance of economic opportunities in the County.
- The County will encourage CHDOs and other nonprofits to hire participants and local contractors for work in CDBG, HOME and NSP I funded activities. This employment may take the form of property management, landscaping, childcare, elder care, etc.
- The County and City of Ann Arbor will continue to fund a variety of outside human service programs that serve residents of the Urban County through approximately \$2,400,000 in annual general fund expenditures, including permanent supportive housing services, food distribution, health prevention for young mothers and families, medical services, shelter services for families, medical access for older adults, and transportation, youth mentoring, youth volunteering, child care, , early learning & intervention, and prenatal programming. These programs will assist families to reach their full potential, increase self-sufficiency, and work to address gaps in other mainstream programs for individuals below the poverty line.
- The County will make efforts to assist those living below the poverty level by promoting affordable housing and by requiring coordination of services of all sub-recipients of CDBG and HOME funds to lessen the financial burden on this population.
- Low-income housing providers will maintain and increase their current stock of affordable housing that is reserved specifically for low-income households.
- The Washtenaw County Department of Employment Training & Community Services administers Community Services Block Grant dollars specifically on projects that reduce poverty and revitalize neighborhoods.
- The United Way of Washtenaw County will continue to fund human service organizations that provide in the areas of: Housing and Shelter; Alleviating Hunger; Early Childhood Education & Care; Access to Health Care; and Aging in Place.
- The Ann Arbor Area Community Foundation will continue to fund a variety of human services in the County.
- The Office of Community Development will continue to work with existing human services coalitions in Washtenaw County to develop community-wide outcomes in coordination with community stakeholders that help funders and service providers alike evaluate and improve service delivery in a variety of sectors. The Office of Community Development has also taken over the administration of the Barrier Busters program for Washtenaw County. This program is a network of over 50 social service provider agencies that agree to “reduce barriers” in the provision of social services to Washtenaw County consumers. This is completed through monthly meetings where program information is shared and difficult cases are discussed and problem-solved. The Community Development Office staffs this program and provides oversight to the Barrier Busters Unmet Needs Fund—a collection of

nearly \$300,000 in annual funding that is available to support the one-time, emergency unmet needs of consumers of the member agencies.<sup>1</sup>

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<sup>1</sup> More information on the Barrier Busters Action Group can be found here:  
[www.ewashtenaw.org/barrierbusters](http://www.ewashtenaw.org/barrierbusters)

## NON-HOMELESS SPECIAL NEEDS HOUSING

### Non-homeless Special Needs (91.220 (c) and (e))

\*Please also refer to the Non-homeless Special Needs Table in the Needs.xls workbook.

1. Describe the priorities and specific objectives the jurisdiction hopes to achieve for the period covered by the Action Plan.
2. Describe how Federal, State, and local public and private sector resources that are reasonably expected to be available will be used to address identified needs for the period covered by this Action Plan.

### Program Year 3 Action Plan Specific Objectives response:

#### ITEM 1. DESCRIBE THE PRIORITIES AND SPECIFIC OBJECTIVES THE JURISDICTION HOPES TO ACHIEVE OVER A SPECIFIED TIME PERIOD

The Urban County proposes to serve each of the special needs populations through allocations to nonprofit entities. The Urban County typically does not prioritize based on special needs populations but has established the following overall ten (10) goals for all of its affordable housing and community development activities:

- To improve the quality, management, and supply of existing rental property available to low-income households.
- To increase homeownership opportunities for low-income households.
- To increase homeowner rehabilitation opportunities for low-income households.
- To promote housing and community stability by addressing identified gaps in public/human services.
- To promote access to mainstream resources, improve safety and livability, reduce isolation, encourage employment, and support special populations and the homeless.
- To promote community inclusion and accessibility to public transportation, fair housing choice, and economic opportunities for low-income households.
- To promote community and neighborhood stability through the improvement of existing or the construction of new community facilities, parks, and green spaces in low-income neighborhoods.
- To promote the safety and health of residents by providing and/or addressing infrastructure and other public facility needs in low-income neighborhoods.
- To encourage the development of jobs and economic opportunities for low-income populations or areas.
- To create community assessments and plans that identify and address regional and local housing and community development needs.

#### **Persons with Disabilities**

In addition to community efforts to build and sustain permanent supportive housing, there are numerous community organizations that provide support services to individuals with special needs, including the following: Ann Arbor Center for Independent Living, Michigan Ability Partners, Washtenaw Association for Community Advocacy, Avalon Housing, Catholic Social Services, Community Support and Treatment Services (formerly Community Mental Health), Home of New Vision, Dawn Farm, the Shelter Association of Washtenaw County, Synod Residential Services, Community Housing Alternatives, Community Residence Corporation, POWER, Inc., Ozone House, Food Gatherers, Meals on Wheels, Family Independence Agency (home health aides), Family Support Network, and others.



### **Individuals with HIV/AIDS**

Housing Services to persons with HIV/AIDS are provided through the HIV/AIDS Resource Center (HARC) and their Housing Specialist. HARC provides assistance with housing location, eviction prevention, and permanent housing plans. While the HOPWA certificate program is no longer available, HARC continues to provide limited direct financial housing assistance for eligible clients. Through HARC's case management services and collaborative agreements with other service providers, HOPWA clients also receive residential supportive services, including: medication adherence, transportation to medical appointments, financial management, payee services, and in-home assistance when necessary. HARC also provides HIV/AIDS testing, supplemental food, health education and risk reduction, and supportive services for people living with HIV/AIDS. HARC receives a HOPWA grant in the amount of \$97,695 for direct housing assistance, support services, and housing placement assistance.

### **Elderly**

Neighborhood Senior Services, the Housing Bureau for Seniors, Ypsilanti Meals on Wheels, and the County ETCS Department together provide outreach, support services, meal delivery, home repair services, West Nile prevention, ramp building services, foreclosure prevention, and other support services to the elder residents of Washtenaw County to help them stay in their homes and increase the safety of their residences. In addition, over forty (40) public, private and non-profit organizations recently developed a "Blueprint for Aging", in order to more effectively serve the older adult residents of Washtenaw County. For more information on these efforts, please see their website: <http://www.blueprintforaging.org>.

## **ITEM 2. DESCRIBE HOW FEDERAL, STATE, AND LOCAL PRIVATE SECTOR RESOURCES WILL BE USED**

The Office of Community Development (CD) administers and monitors the Community Development Block Grant (CDBG), the HOME Investment Partnership Program (HOME), the Neighborhood Stabilization Program (NSP), the Affordable Housing Trust Fund and City and County General Fund Human Services allocations. CD coordinates funding decisions with Washtenaw County, MSHDA, LISC, FHLB, the City of Ann Arbor DDA and other funders of affordable rental housing. CD is establishing relationships with Fannie Mae and local banks for homeownership housing. CD staff attend HUD, MSHDA, MCDA, SEMCOG and CEDAM trainings to network with other funders, learn about new products and programs and learn about resources to address the identified needs.

CD will maintain regular contact with area services providers and citizen groups through participation in various task forces, and by providing staff assistance to the Urban County Executive Committee, the City of Ann Arbor Housing and Human Services Advisory Board, and the Washtenaw Housing Alliance (HMIS). CD will also continue its cooperation with Washtenaw County, the City of Ann Arbor, the Ypsilanti and Ann Arbor Downtown Development Authorities, the Ann Arbor Area Community Foundation, Washtenaw United Way, the Washtenaw Housing Alliance and other local entities in addressing housing and human service funding needs. This includes participation on the local Continuum of Care Board, the Blueprint on Aging Services Partnership, the Blueprint to End Homelessness, Eviction Reduction Coalition, the Funders Forum, Lead Task Force, Interagency Coordination Meeting, Michigan Housing Rehabilitation Specialists Network, Poverty Task Force, and Mortgage Foreclosure Prevention Committee, Washtenaw County Human Services Community Collaborative, and the Washtenaw Housing Education Partners.

## **Housing Opportunities for People with AIDS**

This section is not applicable because the County does not administer HOPWA funding.

## Other Narrative/Citizen Participation Plan

### **Introduction**

The purpose of the citizen participation plan is to provide a framework for the Washtenaw Urban County to use in order to assure that community members have an opportunity to provide meaningful input in the design and review of programs and activities addressed in the most current Washtenaw Urban County Consolidated Strategy & Action Plan.

### **Community Outreach Procedures**

In order to assure meaningful community involvement and comply with federal regulations, the Urban County has adopted the following process to ensure maximum community outreach activities in developing and implementing the most current Consolidated Strategy and Annual Action Plan.

- Identify low- and very low-income as well as visibly distressed target areas through the use of Census Block data and windshield surveys.
- Contact community leaders and stakeholders throughout the Urban County areas and particularly in targeted areas. Those community leaders may include: Ministers, Civic Leaders, Block Captains, Leaders of Neighborhood Organizations, School Officials and Local Small Business Owners.
- Urban County representatives will participate in community forums and meetings pertaining to the issue of decent, safe and/or affordable housing.
- Ensure adequate and timely notification of public hearings as to maximize community attendance. A Notice of Public Hearing will be published in the Washtenaw Legal News. An announcement of the hearing will also be posted on the Community Television Network (CTN), the local public access television station. Notice of the availability of the draft document and the dates of public hearings will be mailed to the aforementioned community leaders as well as churches and public service agencies in the Urban County areas. The County will include a notice in all postings that assistance will be provided to citizens with special needs at these hearings, given a notice of seven days. In addition, the County has access to interpreter services for a variety of non-English speakers, should those services be required to assist a resident at these hearings.
- Hold at least two public hearings that are conveniently timed and located to provide access for all communities, including minorities and persons with disabilities, especially for those who might or will benefit from program funds.
- Provide citizens a period of not less than 30 days (15 days for performance reports) to review and submit comments on the draft Annual Action Plan. A summary of comments will be attached and submitted with the final Annual Action Plan to the U.S. Department of Housing and Urban Development (HUD). As appropriate, comments and suggestions will be incorporated into the plan. Community input submitted in writing will receive response, when requested, from the Urban County within 10 working days.
- Urban County Executive Committee meetings are held monthly and meeting notices are posted in the Ann Arbor News and on the County Online Calendar of Events at [www.ewashtenaw.org](http://www.ewashtenaw.org) to invite public participation regarding the use and management of these funds.

### **Publication of Consolidated Plans, Action Plans, and Performance Reports**

The Urban County will distribute its draft Consolidated Plans, Action Plans and Performance Reports so that affected communities will have adequate time and opportunity to review them and participate effectively in developing the final version. Copies of this document will be distributed to Urban County public offices, some Washtenaw County offices, and to some previously identified local leaders. The plan will also be posted on the Washtenaw County Office of Community Development website.

Notice of the availability of each plan or report will be posted in the Washtenaw County Legal News at least two weeks before each document is ready for review.

### **Complaints**

The Urban County staff members will provide a timely (10-15 working days) and responsive written reply to every written community complaint regarding the consolidated plans, action plans for the CDBG Program, the HOME Program, the NSP grant, plan amendments, and performance reports.

### **Public Information about Programs and Services in the Plan**

The Office of Community Development will provide interested communities and community groups with information about eligible programs and activities, given due regard to privacy and confidentiality. The Office of Community Development will also keep a list of the names and addresses of interested groups and communities and will use the file to distribute information.

### **Retention of Records**

The following records will be maintained for the duration of the plan (2010) and will be available to the public at the Office of Community Development:

- Records of public hearings
- Mailings and other promotional materials
- Written and other records of the efforts made to involve communities in the development of HOME grant applications
- Copies of all relevant program applications
- Copies of Grantee Performance Reports (Annual Performance Report)
- Copies of prior applications, letters of approval, grant agreements, progress reports, Regulations and other pertinent documents
- Environmental review records and notices

### **Technical Assistance**

Office of Community Development staff members will provide technical assistance to group representatives of low-income persons that request such assistance in developing proposals for funding assistance under the consolidated plan.

### **Amendments/ Modifications**

CD will follow the requirements of 24 CFR 570.305 if there is a substantial modification to this Plan. A substantial amendment is any modification that completely eliminates a project from the Plan or any change that is greater than 10% of the fiscal year entitlement. If a substantial amendment to the Strategy or Action Plan is proposed, public notice will provide for a 30-day public comment period to allow review and comments on the proposed changes. This public notice will be advertised using the same procedure as a Notice of Public Hearing.

### **Performance Reports**

Every year, the Office of Community Development will produce a Consolidated Annual Performance Evaluation Report (CAPER) for submission to HUD. Notice of the availability of this report will be published in the Washtenaw County Legal News, and the County will notify the public that they have 15 days to comment on the report. In addition, the report will be sent to the Urban County government offices, various human service and housing agencies, the Housing Commissions, and various other interested parties.

### **Relocation/Displacement**

The Urban County intends to cause no displacement to persons receiving assistance from the CDBG and HOME programs. However, the Urban County recognizes that while it intends no displacement, situations may arise wherein displacement and/or relocation or temporary relocation is the only viable method for providing assistance. The Urban County will therefore provide for reasonable benefits to any person involuntarily and permanently displaced as a result of the use of CDBG, HOME or NSP I funds to acquire or substantially rehabilitate residential and nonresidential property in accordance with the Urban County Relocation Plan, which was developed in accordance with the Uniform Relocation Act. This document may be reviewed at the Office of Community Development, 110 N. Fourth, Suite 300, Ann Arbor, MI 48107-8645.

## ATTACHMENTS

The following documents are attached to the Annual Plan:

- Attachment A: Housing & Community Development Needs Tables/Market Analysis
- Attachment B: 2010-11 Summary of Annual Objectives & Goals Tables
- Attachment C: 2010-11 Housing & Community Development Project Workbook
- Attachment D: HUD 424/Certification Forms
- Attachment E: 2010-11 Summary of Activities Planned

