



City of Lawrence - Fifth Program Year Action Plan

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

This Annual Action Plan provides a basis and strategy for the use of federal funds granted to the City of Lawrence by the U.S. Department of Housing and Urban Development (HUD) under the Community Development Block Grant (CDBG) and Home Investment Partnerships (HOME) programs. This Action Plan covers the period beginning August 1, 2012 through July 31, 2013. Programs and activities described in this plan are intended to primarily benefit low and moderate-income residents of the City of Lawrence, neighborhoods with high concentrations of low-income and moderate-income residents, and the city as a whole.

This plan is the product of public outreach, public hearings, and consultation with over 30+ agencies, groups, and organizations involved in the development of affordable housing, creation of job opportunities for low and moderate-income residents, and/or provision of services to children, elderly persons, persons with disabilities, persons with HIV/AIDS and their families, and homeless persons. A complete draft of this update has been made available for public review and comment for a 30-day period beginning April 12, 2012. The availability of both the draft plan and the final plan is advertised in the local newspaper and the complete documents are available for review on the City's website www.lawrenceks.org and in print form in the Development Services office of Planning and Development Services.

	CDGB	HOME	TOTAL
2012 Entitlement	\$758,640	\$396,213	\$1,154,853
Estimated 2012 Program Income	\$50,000	0	\$50,000
Reallocation of Funds	\$0	0	\$0
Total Funds Available	\$808,640	\$396,213	\$1,204,853

Summary of Priorities, Goals, Budgets, and Anticipated Accomplishments

The table below outlines the priority need categories that HUD has found to be eligible to be supported with Consolidated Plan program funds. The chart estimates the amount and percentage of total Consolidated Plan funds that will be spent on each priority need category during the 2012 Program Year covered by this plan. Below each goal, high and medium priority objectives are also listed. The proposed funding amounts are constrained in many cases by program eligibility requirements and expenditure caps.

2012 Investment Summary DRAFT (02/23/2012)			
CDBG Public Services			
Brook Creek Neighborhood Association		Contingency	0
Operating and Coordinator Expenses	5,536	CDD Administration of CDBG	151,728
East Lawrence Neighborhood Association		GRAND TOTAL CDBG	808,640
Operating and Coordinator Expenses	7,933		
North Lawrence Improvement Association			
Operating and Coordinator Expenses	4,732	HOME	
Wood Chipper for Clean-Up	900	Lawrence Habitat for Humanity	16,500
Oread Neighborhood Association		Tenant Based Rental Assistance	155,281
Operating and Coordinator Expenses	8,172	CHDO Set-Aside	75,000
Pinckney Neighborhood Association		CHDO Operating Expenses	19,811
Operating Expenses	5,267	First-Time Homebuyer Program	90,000
<i>Subtotal Neigh. Public Service \$32,540</i>		CDD Administration of HOME	39,621
		GRAND TOTAL HOME	396,213
Douglas County AIDS Project			
Emergency Assistance Program	4,638	FUNDING SOURCES:	
Housing and Credit Counseling, Inc.		2012 CDBG Grant	758,640
Tenant-Landlord Counseling & Education	25,000	Projected Program Income	50,000
Lawrence Community Shelter, Inc		Grant Reallocation	0
214 W. 10th Street		Total CDBG Grant Allocation	808,640
Emergency Shelter Operations	51,618	2012 HOME Grant	396,213
<i>Subtotal Agency Public Service \$81,256</i>		Projected Program Income	0
Public Services Total	113,796	Total HOME Grant Allocation	396,213
		Total CDBG Grant Allocation	808,640
CDBG Capital Improvements		Total HOME Grant Allocation	396,213
Community Development Division (CDD)		GRAND TOTAL, CDBG & HOME	1,204,853
Comprehensive Housing Rehabilitation	244,454		
LCLHT First Time Homebuyer Rehab	60,000		
Weatherization	50,000		
Furnace Loans & Emergency Loans	40,000		
<i>subtotal CDD \$394,454</i>			
City of Lawrence Public Works Division			
27th & Ridge Ct. Stormwater Improvements	48,000		
Sidewalk Project	40,000		
<i>Subtotal Sidewalks/PW \$88,000</i>			
North Lawrence Improvement Assn.			
Bus Stop Pad - 3rd and Lyons	1,000		
Oread Neighborhood Association			
14th & Tennessee Crosswalk Realignment	13,492		
<i>Subtotal Neighborhood Cap. Improvements \$14,492</i>			
Boys and Girls Club of Lawrence			
Parking Lot and Front Entrance Replacement	5,270		
Independence, Inc			
Accessible Housing Program (AHP)	33,000		
Social Service League of Lawrence			
905 Rhode Island Building Repairs	7,900		
<i>Subtotal Agency Capital Improvements \$46,170</i>			
Total Capital Improvements	543,116		

Goal: Homeless/HIV/AIDS - \$56,256 (5%)

Objectives	Priority
1. Increase the number of homeless persons moving into permanent housing.	HIGH
2. Provide housing assistance and supportive services for persons with HIV/AIDS.	HIGH

Goal: Non-homeless Special Needs - \$33,000 (3%)

Objectives	Priority
1. Increase housing opportunities and services for persons with special needs.	MEDIUM
2. Improve accessibility of affordable rental housing.	HIGH

Goal: Rental Housing - \$155,281 (13%)

Objectives	Priority
1. Increase the availability of affordable rental housing.	HIGH
2. Provide assistance/counseling to avoid eviction and utility disconnection.	HIGH

Goal: Owner-Occupied Housing - \$575,954 (48%)

Objectives	Priority
1. Increase the availability of affordable owner housing.	HIGH
2. Improve the quality of owner housing.	HIGH

Goal: Public Facilities - \$0 (0%)

Objectives	Priority
1. Improve the quality of neighborhood facilities serving LMI persons.	MEDIUM

Goal: Infrastructure – \$102,492 (9%)

Objectives	Priority
1. Improve quality/quantity/access of public improvements that benefit LMI persons.	MEDIUM

Goal: Public Services - \$57,540 (5%)

Objectives	Priority
1. Improve services for LMI persons.	HIGH
2. Support neighborhood improvement and stability, and encourage a sense of community in LMI areas.	HIGH

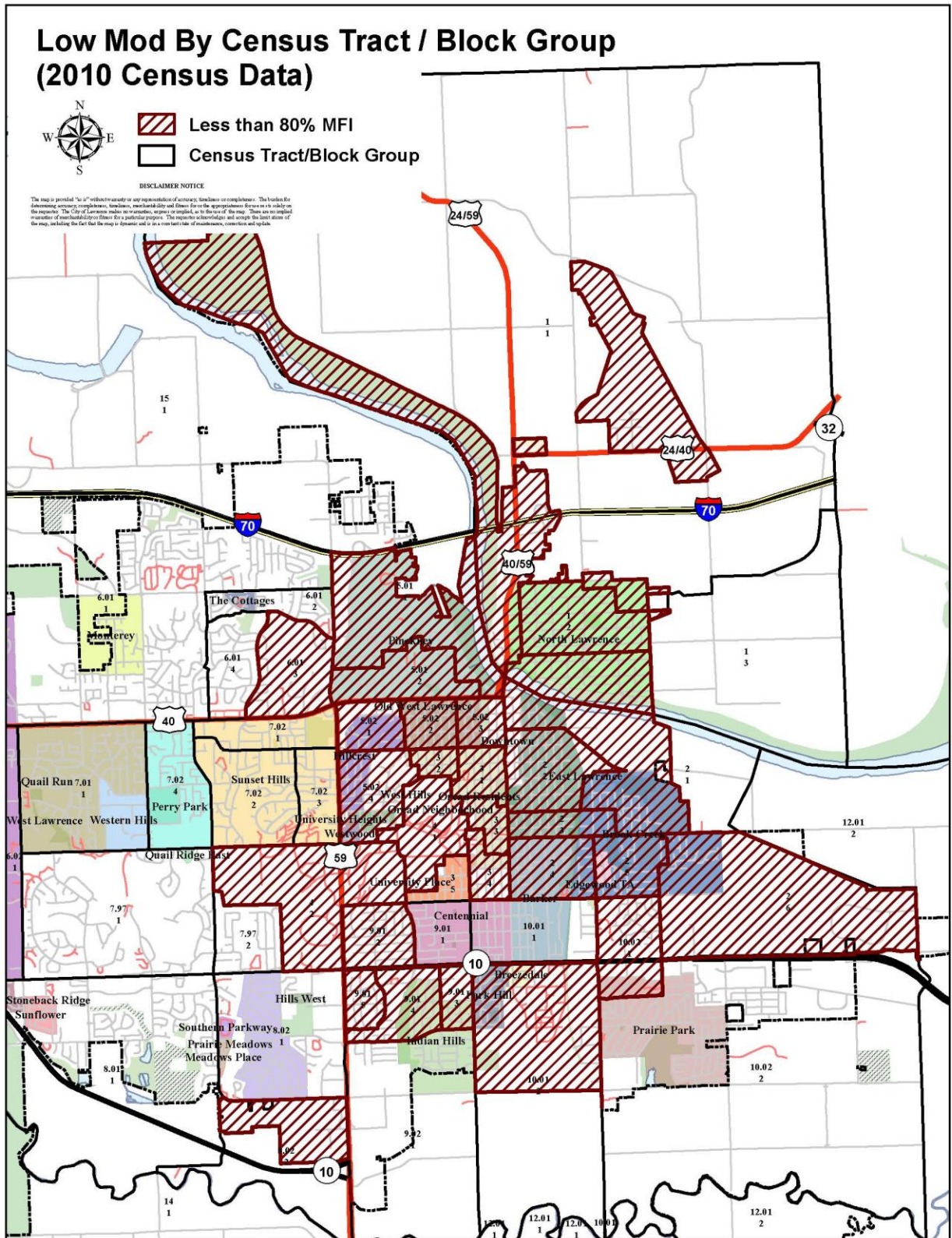
Note: Program Administration for LDCHA, Tenants to Homeowners, Inc. (CHDO), and Community Development Division for CDBG and HOME is estimated to cost \$211,160 (18%). Percentages may not total 100 due to rounding.

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.***

Geographic Areas to be Assisted and Priorities for Area-wide Assistance

As of the 2006 - 2010 American Community Survey Five-Year Estimates, Lawrence was home to approximately 86,426 people, 12,039 of whom were members of minority groups. There are no specific areas of minority concentration within the City of Lawrence. According to the same survey, the median income of households in Lawrence was \$41,953 and 24% of individuals were in poverty. According to 2010 HUD data, there were 34,000 households in Lawrence, and the percentage of households who earn less than 80% of the area median income and are therefore classified as low-or moderate-income by HUD was 51% of the city-wide population for whom household income could be determined. The following map illustrates the block groups with the heaviest concentrations of low-income and moderate-income residents in Lawrence. Consolidated Plan funds will generally be targeted toward these low and moderate income neighborhoods or toward activities that benefit all residents of the city who are low or moderate income.



Date: 11/7/2011

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.

Basis for Allocation of Funds

Geographic Allocation – Because the primary national objectives of the Consolidated Plan programs are to benefit low and moderate-income residents, Lawrence’s block grant program funds will be targeted to low and moderate-income activities and neighborhoods. The map above illustrates these areas.

Priority Needs – Guided by the eligibility requirements of the various Consolidated Plan programs, the City of Lawrence recognizes the following priority need categories for the 2012 program year. Relative priorities and funding ratios were established through the needs information obtained through the plan development process. A core component of the public outreach in preparing this plan was to prioritize among a list of real needs given the limited amount of funding available through the Consolidated Plan programs.

Goal: Homeless/HIV/AIDS	
Objectives	Priority
1. Increase the number of homeless persons moving into permanent housing.	HIGH
2. Provide housing assistance and supportive services for persons with HIV/AIDS.	HIGH
Goal: Non-homeless Special Needs	
Objectives	Priority
1. Increase housing opportunities and services for persons with special needs.	MEDIUM
Goal: Rental Housing	
Objectives	Priority
1. Increase the availability of affordable rental housing.	HIGH
2. Improve accessibility of affordable rental housing.	HIGH
3. Provide assistance/counseling to avoid eviction and utility disconnection.	HIGH
Goal: Owner-Occupied Housing	

Objectives	Priority
1. Increase the availability of affordable owner housing.	HIGH
2. Improve the quality of owner housing.	HIGH

Goal: Public Facilities

Objectives	Priority
1. Improve the quality of neighborhood facilities serving LMI persons.	MEDIUM

Goal: Infrastructure

Objectives	Priority
1. Improve quality/quantity/access of public improvements that benefit LMI persons.	MEDIUM

Goal: Public Services

Objectives	Priority
1. Improve services for LMI persons.	HIGH
2. Support neighborhood improvement and stability, and encourage a sense of community in LMI areas.	HIGH

3. Describe actions that will take place during the next year to address obstacles to meeting underserved needs.

Obstacles

The primary obstacle to meeting all of the identified needs, including those identified as high priorities is the general lack of funding resources available to the public and private agencies who serve low and moderate income residents. Lawrence, due to being an entitlement community, is not eligible for state CDBG funding. Since no state dollars are available for community development activities, the city’s general fund has been stretched to overcome stagnant property and sales tax revenues. Local cuts have resulted in a hiring freeze and reductions of all department budgets. This leaves little room for expansion of community development funding at the local level. Furthermore, the City of Lawrence’s entitlement grants have been reduced over the last several years further limiting the funds available to address the needs in the community.

City of Lawrence Consolidated Plan Resources PY05 – PY11					
City Program Year	CDBG	HOME	ADDI	Total	% Change
2006	\$816,981.00	\$645,694.00		\$1,462,675.00	
2007	\$828,822.00	\$643,923.00		\$1,472,745.00	+1%
2008	\$798,320.00	\$626,133.00		\$1,424,453.00	-3%
2009	\$807,823.00	\$695,905.00		\$1,503,728.00	+9%
2010	\$873,534.00	\$692,784.00		\$1,566,318.00	+4%
2011	\$730,325.00	\$611,565.00		\$1,341,890.00	-17%
2012	\$758,640.00	\$396,213.00		\$1,154,853.00	-14%

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.

In 2009-2010 The City of Lawrence received Neighborhood Stabilization Program (NSP) funding in the amount of \$562,134 that was utilized to develop rental housing on vacant (previously developed) land. The rental housing provides rentals to two families under 50% AMI and four families under 80% AMI, and was developed by the City of Lawrence CHDO, Tenants to Homeowners, Inc. Due to the success of this project, the City of Lawrence was awarded an additional \$475,000 in 2011 from a competitive grant process utilizing the captured Program Income for the program at the State level. This funding was used to redevelop one property on vacant (previously developed) land. In addition, Tenants to Homeowners, Inc. purchased an abandoned and foreclosed upon property and is planning to demolish the structure and build three rental units on the lot. Two of these rental units will lease to a renter under 50% AMI and the third unit will rent to a household under 80% AMI. The City of Lawrence also received \$216,798 in CDBG-R funding that was utilized for infrastructure, public service building improvements, and building acquisition. The City has expended the entire CDBG-R allocation as of December, 2011.

Homelessness Prevention and Rapid Re-Housing (HPRP) funding was awarded to the City of Lawrence in the amount of \$648,000 and was utilized in a program administered by the Lawrence-Douglas County Housing Authority. In 2011 the City was awarded an additional allocation of \$100,000 in HPRP funding. As of April 1, 2012, the Lawrence-Douglas County Housing Authority has served 779 individuals with Homelessness Prevention and Housing Stabilization. The City of Lawrence received \$62,605 in Emergency Shelter Grant funding from KHRC, and this funding assisted three agencies with essential services, homelessness prevention, and operations pertaining to emergency shelter activities. The Salvation Army in Lawrence was awarded a permanent supportive housing grant through the competitive McKinney-Vento Homeless Assistance Act and the Lawrence-Douglas County Housing Authority's "Hope Building" and The Salvation Army's "Project Able" both received renewal funding for approximately \$138,000.

Managing the Process

1. Identify the lead agency, entity, and agencies responsible for administering programs covered by the consolidated plan.

Lead Agency

The Community Development Division of the Planning and Development Services Department, City of Lawrence, KS oversees the development of the plan. Two citizen advisory boards perform key roles:

The Homeless Issues Advisory Committee (HIAC)

Formerly the Community Commission on Homelessness (CCH)

Purpose:

- To implement the community's plan for homeless services
- To make policy recommendations regarding addressing homelessness
- To make regular reports to the community on the progress of the plan

Members: The committee members are drawn from the following community resources – housing and other service providers, law enforcement, business leaders, current or previously homeless individuals, faith leaders, neighborhoods and researchers. Members are appointed by the Mayor and may serve up to two, three-year terms.

Members	Constituency	Term Expires
Hubbard Collinsworth	Homeless Community	12/31/13
Brad Cook	Service Provider	12/31/12
Wes Dahlberg	Service Provider	12/31/12
Karin Feltman	Service Provider	12/31/12
Brent Hoffman	Faith Based Community	12/31/14
Shannon Murphy	Sheriff's Office	12/31/13
Cary Strong	Business Leader	12/31/12
Elise Towey	Public Housing Authority	12/31/14

The Community Development Advisory Committee (CDAC)

Purpose:

- To develop and propose community development strategy and policy
- To recommend allocation of CDBG and HOME funds
- Review housing, environmental and rental housing code appeals.

Members: The 11 committee members are drawn from low and moderate income areas (6) and neighborhoods at-large (5).

Members	Constituency	Term expires
Deron Belt	Low-mod area	09/30/13
Eric Hethcoat	At-large area	09/30/13
Quinn Miller	Low-mod area	09/30/14
James Minor	At-large area	09/30/14
Julie Mitchell	Low-mod area	09/30/14
Vern Norwood	At-large area	09/30/12
Brenda Nunez	Low-mod area	09/30/12
Aimee Polson	At-large area	09/30/13
David Teixeira	Low-mod area	09/30/12
Patti Welty	Low-mod area	09/30/12
Patrick Wilbur	At-large area	09/30/13

- 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.**

Plan Development

The fore-mentioned committees make recommendations to Community Development Division Staff and the City Commission regarding housing and neighborhood development needs, strategies and policies. All meetings are open to the public and the public may provide input and feedback.

In addition to the public participation efforts outlined above, the City of Lawrence CDD and the CDAC conduct two advertised public hearings and provide an advertised public comment period to obtain feedback and solicit input into the Consolidated Plan and/or Annual Action Plan. The first hearing was held on September 22, 2011 at City Hall. The hearing included an introduction to the Consolidated Plan's purpose and process as well as the presentation of the 2010 CAPER. The primary purpose of the hearing was to solicit comment on the performance of past activities, community needs and strategies for addressing those needs in the 2012 Action Plan.

A second public hearing was held April 12, 2012 at City Hall. The hearing concluded the CDAC's allocation deliberations and continued the 30-day comment period for the Fifth-Year Action Plan. A draft of the Annual Action Plan was prepared in March 2012 and made available for public review and comment after April 5, 2012. A summary of comments received and the City's response is included elsewhere in this document.

Notice of the availability of the draft plan and the opportunity to comment on them was advertised in the Lawrence Journal World, posted on the website (www.lawrenceks.org), and e-mailed to a distribution list containing members of advisory boards, elected officials, government officials, agency personnel, and interested members of the public.

3. Describe actions that will take place during the next year to enhance coordination between public and private housing, health, and social service agencies.

Consultation Process

In developing this Action Plan, the Community Development Division, acting as the lead plan development agency, has consulted with representatives from more than 30+ agencies, groups, and organizations involved in the development of affordable housing, creation of job opportunities for low-income and moderate-income residents, and/or provision of services to children, elderly persons, persons with disabilities, persons with HIV/AIDS and their families, and homeless persons. In addition to the hearings, CDD staff has met with representatives, staff, and members of the Lawrence-Douglas County Housing Authority, the local Continuum of Care agencies, and the Lawrence Association of Neighborhoods, during PY 2011. Going forward into PY 2012 CDD staff will continue to meet with these community stakeholders.

Citizen Participation

1. Provide a summary of the citizen participation process.

Citizen participation is the heart of the consolidated planning process, involving citizens in decisions that directly affect their lives. The purpose of the Citizen Participation Plan is to encourage and insure full and proper citizen participation at all stages of the Consolidated Plan process. The Citizen Participation Plan formally designates structures, procedures, roles and policies to be followed by program participants. Citizen participation is encouraged in the development of the Consolidated Plan and any substantial amendments to the Consolidated Plan, and the Performance Report. To achieve the purposes of the Citizen Participation Plan, six objectives are established.

1. Provide for and encourage citizen participation with particular emphasis on participation by persons of low- and moderate-income, particularly those who are residents of slum and blighted areas and of areas in which CDBG and HOME funds are proposed to be used, and provide for participation of residents in low- and moderate- income neighborhoods as defined by the City of Lawrence. Additionally, provide for and encourage participation of all citizens, including minorities and non-English speaking persons, as well as persons with disabilities. Provide for and encourage, in conjunction with the Lawrence-Douglas County Housing Authority, citizen participation of residents of public and assisted housing developments, along with other low-income residents of targeted revitalization areas in which the developments are located. Provide information to the housing authority about consolidated plan activities related to its developments within the community so that it may make this information available at the annual public hearing required under the Comprehensive Grant program.
2. Provide citizens with reasonable and timely access to local meetings, information, and records relating to the Consolidated Plan, Substantial Amendments, and the Performance Report, as required by regulations and relating to the actual use of funds under this title. Provide information regarding the displacement of persons and specifying the types and levels of assistance that will be available, even though no displacement is expected to occur.

3. Provide for technical assistance to groups representative of persons of low- and moderate- income that request such assistance in developing proposals, with the level and type of assistance to be determined by the City.
4. Provide for public hearings to obtain citizen views and to respond to proposals and questions at all stages of the consolidated planning process, including the Citizen Participation Plan, the development of needs, the review of proposed activities, and the review of program performance. Such hearings shall be held after adequate notice, at times and locations convenient to potential or actual beneficiaries, and with accommodation for persons with disabilities. Notice of public hearings will be published as display ads prior to the date of the public hearing.
5. Provide for a timely written answer to written complaints and grievances, within fifteen (15) working days where practicable.
6. Identify how the needs of non- English speaking residents will be met in the case of public hearings where a significant number of non- English speaking residents can be reasonably expected to participate.

2. Provide a summary of citizen comments or views on the plan.

City of Lawrence, KS

Community Development Advisory Committee

April 12, 2012 Minutes (City Commission Room)

MEMBERS PRESENT: Deron Belt, Eric Hethcoat, James Minor, Vern Norwood, Brenda Nunez, Aimee Polson, David Teixeira, Patti Welty, Patrick Wilbur

MEMBERS ABSENT: Quinn Miller, Julie Mitchell

STAFF PRESENT: Danelle Dresslar, Margene Swarts

PUBLIC PRESENT: Linda Bush, Pat Miller

3. Recess meeting to conduct public hearing.

Teixeira opened the public hearing.

Swarts said the purpose for this public hearing is to receive comment regarding the upcoming grant year allocations, as well as to open the written comment period for the Annual Action Plan. The Action Plan document has been available on the website as well as in the Development Services offices since April 5, 2012. The part of the plan that people are typically most interested

in is the Investment Summary found on Page Three. The Action Plan details the activities that the CDBG and HOME grants will fund in the upcoming 2012 grant year. There is also narrative regarding the Lawrence community and goals for the programs and other activities. The "Step Up To Better Housing" strategy is included, as well as the community's adopted Housing Vision. There are sections that speak to housing goals and programs, homelessness needs, and neighborhood revitalization. The Citizen Participation Plan is noted in the Action Plan as well as listing of the members of the Community Development Advisory Committee and the Homeless Issues Advisory Committee.

Swarts said the Annual Action Plan is a piece of the overarching Five-Year Consolidated Plan. The 2012 program year will be year five of the current Consolidated Plan. Next year the City will create a new five year plan as well as a new first year Action Plan. This will be an opportunity to look at goals and priorities for the new five year time span and this will be information covered at the September public hearing. The Action Plan does note that the one of the biggest obstacles to meeting goals in the community is the lack of funding. There is never enough money to go around to accomplish the goals that the community sets forth. This has been very apparent in the recent cuts in the HOME program. There is not enough money to fund the Tenant-Based Rental Assistance program or the programs that Tenants to Homeowners administers to the extent as previously. Swarts said she anticipates the same funding levels for the next grant year as well.

Teixeira asked if there was any public comment.

Linda Bush and Pat Miller were in attendance representing the Pinckney Neighborhood Association (PNA).

Bush said she first wanted to thank the CDAC for their hard work on behalf of the citizens of Lawrence and especially on behalf of PNA. She said she was present to talk about the neighborhood association allocations. She said PNA has gone through a complete change of officers and they have seen increases in both neighborhood activity attendance as well as meeting attendance. There have been new social events implemented in the neighborhood as well as efforts to save a neighborhood park and support for a historic neighborhood elementary school. The core group of neighborhood volunteers has become more knowledgeable about the process of the CDBG and the costs associated with providing information to the neighborhood residents. The PNA CDBG request was greater this year because of the increased cost of the newsletter. This is the primary cost of the neighborhood and it is the main way that the neighborhood is able to provide information to the residents. Bush said that another significant expense is the coordinator salary. The neighborhood has just hired a coordinator in the last month and with the proposed funding for 2012 they will likely have to let them go. The allocation recommended for PNA in 2012 will pose financial difficulties for the neighborhood. With the actual costs of the newsletter determined, the 2011 level of funding allocated for 2012 will make it impossible to allow for effective neighborhood activities and the level of correspondence that is needed to be able to serve the residents. Bush said allocating each neighborhood the 2011 amount for 2012 is grossly inequitable. Bush said an equitable solution would be to fund each neighborhood at 67% of their funding request. This is a fair and logical solution to the inequality of funding.

Belt said the CDAC did arbitrarily decide on these amounts for 2012 based on the amount available for allocation. The allocation does not account for neighborhood associations that are growing and developing. An assumption was made that everyone was performing at the same level. Pinckney is expanding, and the Woody Park issue brought a lot of the neighbors together. He asked if Woody Park has been saved from becoming a parking lot.

Miller said based on the analysis that the neighborhood submitted the parties took a step back and are looking at other options. That does not mean that Woody Park will not eventually become a parking lot, but it has now become a more thoughtful decision.

Bush said in addition PNA has worked closely with Lawrence Memorial Hospital to look at green space alternatives as well. There are a lot of options and suggestions on the table.

Polson said there were a lot of things to consider when a neighborhood association is recommended funding. There are things like activity level, participation, membership, population, and the previous year's performance. It is hard for some neighborhoods to work with drastically fluctuating allocations year to year, and it is helpful in most cases to keep that level somewhat consistent. If the CDAC were to fund at 67% across the board, it will likely cause future requests to be inflated.

Miller said she understood that, however PNA has identified actual costs of operation, and when the 2011 application was being put together the new slate of officers was trying to determine their needs without knowing a lot of the exact details.

Norwood said the CDAC only has so much funding available. The funding has been cut, and she can appreciate that as a neighborhood they have represented themselves at this hearing. She said hearing the progress that the neighborhood association has made is important and their concern is shown by their attendance. She said that the CDAC should take another look at the proposals.

Bush said the extra costs in this year's application were almost entirely the newsletter costs. They based the coordinator amount on what another peer neighborhood was paying. The amount is negotiable with each individual.

Norwood asked where the 2011 requested amounts originated.

Miller said as the new group was formulating the application at that time, in developing the budget they really had no idea what they were looking at in terms of real costs.

Bush said the true cost difference in the 2011 newsletter and the 2012 newsletter was around \$2020.

Miller said it is almost \$1000 to print, fold, and mail each round of the newsletters. PNA also does e-news updates, a website, and a Facebook page. The newsletter has to be mailed, though, in order to ensure that everyone is getting the information in the neighborhood.

Norwood asked if they have considered a reduction in the amount of newsletters that they are sending each year.

Miller said they only did three out of the four planned newsletters last year.

Bush added LMH has also helped with the printing of the newsletters, but their timeframe is sometimes different than the neighborhood. There are occasionally events listed in the newsletters, and they are sometimes time sensitive. If LMH can print them in time to get the information out then that works great. If they do not get to them until later than anticipated, then things can be missed.

Polson said she used to be the coordinator for East Lawrence, and she knows from experience that it is expensive to mail the newsletters to every resident. They hand-delivered them on more

than one occasion, and when the entire neighborhood was divided up amongst volunteers it took less than an hour.

Belt noted the request is really just a skeleton amount to fund the coordinator and fund the newsletter operations.

Bush said that was correct, and in looking at the budget the grant funding is only a small amount of their operations.

Belt asked if they had fundraising events in PNA.

Miller said there is one in conjunction with the spring picnic. The volunteers also go out and talk to businesses in the neighborhood about donations and sponsorship. There is a very small crew of folks that are handling the day-to-day work at this point and they are working hard to build up the entire organization.

Belt asked if PNA anticipated that the coordinator would work approximately 10 hours a week.

Bush said yes, that they were looking at around 30-35 hours a month.

Belt said personally he was a huge fan of the coordinator position. If the lack of funding disincentives the position then they will have trouble filling that spot. There is value in a coordinator. Belt said with that being said, an argument could be made that the CDAC was reasonable in allocating at 2011 levels across the board due to the overall funding picture. He said it was fair to look at the neighborhood association funding levels and leave the other public service recommendations as is.

Teixeira said he agreed that they should look at the requests a second time.

Norwood cautioned if changes are made it may set a precedent that if an agency or neighborhood does come to this venue, the CDAC will rearrange funds. Next year it could end up that all neighborhood associations end up attending and asking for more money. Hard choices had to be made and still have to be made. To fund a neighborhood additional dollars mean another neighborhood loses money. Some may not be as active as others.

Teixeira said in order to do this the CDAC will need to look at every neighborhood's detailed budget. This is not a guarantee or a promise that anything will change, but it is worthy of a discussion.

Minor said if some neighborhoods are not performing at the level of others it may be because of the lack of funding and not a lack of effort or organization.

Welty said a few years ago a neighborhood came and spoke to the CDAC about needing more money and the committee did make a change in that they took money from another agency and funded the neighborhood.

Miller said PNA does send out several other mailings including a postcard reminder for the picnic. They have been successful in getting donations for some of these things. Having a coordinator helps with this type of activity. Those in the neighborhood that are committed to volunteering are spending money out of their own pocket to perform these tasks and they are on the road to getting burned out. Having a coordinator will make a huge difference in the time that they are able to commit.

Bush said in terms of the postcard the neighborhood can plan this in advance and receive assistance from LMH for the printing. Planning for this date-specific mailing would work in that case because they can be completed ahead of time. The main cost associated with that would be the postage.

Miller said they hope to be successful and be able to effectively fundraise. Until then they have to work with that they have, and right now they have no cushion with which to work. The coordinator position will help them to be more active and get more donations. Right now they are struggling with the bare minimum.

Norwood asked Swarts about the funding of the social events such as picnics.

Swarts said that CDBG will not pay for food directly, but it will be able to pay for communication and the postcard would fall under that category.

Polson asked when the transition of the officers in PNA occurred. She said it was not long ago that PNA was asked to speak about problems in submitting performance reports, as well as losing some funding.

Bush said the transition began a little over two years ago, and the Woody Park issue arose in 2010. The 2011 grant proposal was written as the transition was happening. There has been a huge increase in activity and representation since then.

Polson asked if there was not a coordinator in place prior to now.

Bush said the coordinator was hired for the 2011 grant year, and that grant year was the first one in which a coordinator salary was requested.

There was no further public comment.

Polson moved **to close the public hearing**. The motion was seconded by Norwood and **passed 9-0**.

4. Reconvene Meeting.

Teixeira reconvened the meeting.

Bush and Miller left the meeting.

5. Discuss Revised CDBG/HOME Allocations, If Applicable.

Teixeira said that in discussing the neighborhood allocations, the conversation has been about moving the money around within the neighborhood funding itself, not bringing in outside funds. Welty said the CDAC could take \$1000 from LCS and give it to PNA.

Teixeira asked if the CDAC wanted to pull money from other public services do to this?

Belt said he would not have an argument with redistributing neighborhood funding.

Welty agreed and said PNA is clearly growing their organization, and that was the point of them attending the meeting.

Teixeira said at the end of the day, someone will lose. No matter what the body decides to do they risk setting a precedent.

Hethcoat asked where the growth in the neighborhood was in terms of new homes and residents.

Teixeira said they were implying that the neighborhood now has a larger, more energized base of participation, not necessarily an increase in population. The activity is growing and the effectiveness is growing. The increase in funds is because they want to continue that growth, and before it was only a guess of what they would need to ensure that.

Norwood said if there is no money then the CDAC just cannot do it. She said she appreciates the fact that they are growing and have increased support, but there are no additional funds to allocate.

Teixeira said in terms of allocating at 2011 levels it was a logical decision to make for the CDAC based on the available funding. He said he was open to revisiting the allocations.

Belt agreed and said the decision was made arbitrarily at the time and they were made with the assumption that all neighborhoods were performing at the same level as 2011.

Wilbur said this has to do with accountability on the parts of the neighborhoods. It is not easy to tell what they are doing or how they are doing by just seeing a budget or newsletters. If a neighborhood is not as active it might not be fair that they are getting an equal or higher percentage.

Teixeira said an option was to give the neighborhoods the same percentages that they received in 2011.

Nunez said she thought that the neighborhood allocations for 2012 were fair.

Minor said if the CDAC is going to look at things that impact the neighborhood association, in the case of PNA they are close to breaking down if they do not utilize a coordinator. It might be fair to look at the coordinators as the drivers of the other neighborhoods as well. PNA also has the ability to utilize LMH for assistance with printing as well.

Belt said that LMH is a great asset for PNA, but their timeframe and ideas might not be congruent with the timeframe and ideas for the neighborhood.

Hethcoat said three of the five funded neighborhoods are within 4% of their year-to-year change. They have not requested much more and they received the same amount. ONA requested a lot less in 2012 than they did in 2011 and yet they received the same amount as 2011. PNA requested a lot more in funds and they were given the same amount as in 2011. The rest of the neighborhoods appear to be in balance.

Belt said another idea was to take money from a public service agency.

Swarts asked why the CDAC would want to make that recommendation. The CDAC determined their needs prior to the allocations and housing and homelessness ranked high on the priority list. Tonight, one neighborhood's representatives show up to the public hearing and make a valid argument for their allocation. The resulting discussion has centered on the neighborhood funding, and Swarts said it seems to be a bit of an inequity to take money from another non-neighborhood public service to fund a neighborhood issue.

There have been instances in the past where an agency or a neighborhood has come in to speak to the CDAC about the allocations. There have been instances where the recommendations have been changed. The CDAC can look at the argument of what they were requesting and what they were awarded. The neighborhood funding for each neighborhood coordinator is a variable number and that affects how the request is presented. She suggested that perhaps it may be time for the CDAC to have a conversation about coordinator funding, hours worked, and hourly salary in order to level the playing field. Regardless, she felt it was not equitable to have a neighborhood discussion and subsequently pull funding from an unrelated area to keep from having to make a hard decision.

Teixeira agreed and said there are ways to be creative with social media that can be less expensive as well.

Belt reiterated there needs to be an ability to fill the neighborhood coordinator role.

Norwood moved **to leave the allocation recommendations for the 2012 CDBG/HOME program year unchanged**. The motion was seconded by Nunez and **passed 5-4**.

Teixeira asked what a reasonable rate for the coordinator salary might be.

Swarts said staff provided a spreadsheet several months ago outlining each neighborhood's coordinator costs, including salary and hours worked.

Belt said the funding has decreased, and the committee is expecting the same results. As the neighborhoods work with the reduced funding, it will be harder to operate under the same rules.

Nunez said in looking at these items if feels like the CDAC is trying to tell the neighborhoods how to run their business.

Hethcoat said they can prove their progress in this grant year and this can be discussed in the time leading up to the next grant year.

Polson said that is good to suggest, but there is a problem with the timing of the grant year. The money they just allocated will not even be available until August, and the next grant year allocation will be the August after that.

Belt said organizational solvency is very important.

Minor said the organizations are all hurting for funding, and this could lead to them being present in front of this body one-by-one. This committee and Development Services staff are stewards of this funding.

Swarts agreed and said the September public hearing will be a good opportunity to take information for the next grant year. That might be a good time to invite the neighborhoods and have a discussion about expectations and other related items. The neighborhoods can present what they are doing and where they are struggling. That way the CDAC has this information on the front end.

Belt said the neighborhoods should be encouraged to attend that hearing.

Minor asked if there is ever success stories shared with the CDAC that show how a group has improved or what they have accomplished.

Swarts said that does not happen with the CDAC very often. There have been homeowners that have spoken to the success of the program, but that does not typically happen with the agencies.

Minor said when groups share ideas and successes it becomes knowledge for other groups to try new ideas.

Belt said he agreed and it would behoove the neighborhoods to come to the meeting and talk about their successes.

Polson moved **to extend the meeting for 15 minutes to 7:15**. The motion was seconded by Hethcoat and **passed 9-0**.

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.

Information for the Consolidated Planning process is available in a variety of ways to provide access for citizens, including minorities and non- English speaking persons, as well as persons with disabilities. The public hearings are announced via newspaper, online correspondence, e-mail lists, and notification list serves. Many agencies that receive funding assist these groups of citizens, including Independence, Inc. and Housing and Credit Counseling. Efforts are made by the City and the representative agencies to give their client base a voice in the planning process, and the directors of each of the public service agencies represent their clientele in providing input during the planning process. In addition, all citizens are encouraged to attend the public hearings of the Community Development Advisory Committee and both advisory boards work together for the good of the entire community when the planning process is occurring.

4. Provide a written explanation of comments not accepted and the reasons why these comments were not accepted.

There were no public comments that were not accepted.

Institutional Structure

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

The Planning and Development Services Department, Community Development Division (CDD) is the lead agency of the City in the development of the Consolidated Plan and Annual Action Plans. CDD provides fiscal and regulatory oversight of all CDBG and HOME funding. The Lawrence City Commission acts as the final authority for

the appropriation of funds for Annual Action Plan activities under the Consolidated Plan grant programs, following recommendations of the CDAC.

In addition, the City provides opportunities to the maximum extent possible, to women and minority owned business enterprises for contract bids and services. The City of Lawrence encourages inclusion in the list of approved bidders for minority and women-owned businesses, and actively works to recruit new contractors into the programs administered by the CDD. HOME sub-grantee agreements specifically contain the language:

3. Affirmative marketing and MBE/WBE records:

- (a) Records demonstrating compliance with the affirmative marketing procedures and requirements of 92.351.
- (b) Documentation and data on the steps taken to implement the jurisdiction's outreach programs to minority owned and female owned businesses including data indicating the racial/ethnic or gender character of each business entity receiving a contract or sub-contract of \$25,000 or more paid, or to be paid, with HOME funds; the amount of the contract or subcontract, and documentation of affirmative steps to assure that minority business and women's business enterprises have an equal opportunity to obtain or compete for contracts and subcontracts as sources of supplies, equipment, construction, and services.

Within each of the priority funding areas, activities will be completed and managed by a diverse team of public, private, not-for-profit, and institutional partners. The lists below identify some of the principal partners for each funding area.

Goal: Homeless/HIV/AIDS

Bert Nash Community Mental Health Center	Douglas County AIDS Project (DCAP)
Lawrence Community Shelter	Lawrence-Douglas County Housing Authority
	Willow Domestic Violence Center
The Salvation Army	Family Promise of Lawrence

Goal: Non-homeless Special Needs

Bert Nash Community Mental Health Center	Community Living Opportunities
Cottonwood, Inc.	Independence, Inc.

Goal: Rental Housing

Emergency Services Council

Housing and Credit Counseling, Inc.

Independence, Inc.

Lawrence-Douglas County Housing Authority

Goal: Owner-Occupied Housing

Lawrence Habitat for Humanity

Housing and Credit Counseling, Inc.

Independence, Inc.

Tenants to Homeowners, Inc. (Housing Trust)

Goal: Public Facilities

Ballard Community Center

Penn House

Social Service League

Van Go Mobile Arts

Boys and Girls Club

The Salvation Army

Goal: Infrastructure

Public Works Department

Various Neighborhood Associations and Agencies

Goal: Public Services

Neighborhood Associations

Various Non-Profit Organizations

Lawrence prides itself on a decades-long track record of successful partnerships among public and private sector entities. The Consolidated Plan delivery system is an example of this. Communication and cooperation between the City of Lawrence’s Community Development Division and the partner agencies and organizations that administer activities is strong.

CDD staff has worked closely with the organizations involved in Consolidated Plan programs to improve regulatory compliance, monitoring, cooperation and partnerships among agencies, and technical capacity of organizations involved in project delivery.

The greatest weakness in the delivery system remains the lack of available funding to support community development, affordable housing and public service activities. It is becoming increasingly difficult to maintain existing levels of activity and nearly impossible to expand services or undertake new activities.

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.**

The City of Lawrence's Community Development Division will conduct at least one on-site monitoring visit for each sub-recipient during the program year. A monitoring schedule will be prepared and the sub-recipient visits will be prioritized by determining if any organization is new to the program; if there has been staff turnover in key agency positions; and if there have been previous compliance issues. Following the monitoring visit, a written letter describing the results of the visit will be drafted and a copy retained in the agency's file.

Community Development Division staff closely monitors all federal programs. Administrative procedures will meet all federal rules, regulations and guidelines for program monitoring, compliance, and reporting. Staff conducts field inspections and also desk-monitors sub-recipients to ensure the compliance of locally administered projects. Staff also monitors the Consolidated Plan through the Annual Performance Report.

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.**

The city will ensure that all federally funded improvement programs for the existing housing stock use lead hazard reduction activities including evaluating lead hazard risk and using only lead free paint. Staff distributes *Renovate Right* pamphlets, published by the Environmental Protection Agency. The Community Development Division has two staff certified as Lead Hazard Risk Assessors and Inspectors. They have also received and provided training in Lead Safe Work Practices.

HOUSING

Specific Housing Objectives

1. Describe the priorities and specific objectives the jurisdiction hopes to achieve during the next year.

The following table outlines the specific accomplishment goals that the City of Lawrence hopes to achieve during the 2012 Program Year. Due to a reduction in overall available funding, several categories have shown a decrease in expected accomplishments.

Activity	Accomplishment Unit	Goal
Rental Housing Subsidies (HOME - TBRA)	04-Households	25
Construction of Housing (HOME)	10-Housing Units	2
Direct Homeownership Assistance (HOME)	04-Households	3
Comprehensive Housing Rehabilitation, Single Unit Residential (CDBG)	10-Housing Units	10
Emergency Loans (CDBG)	10-Housing Units	6
Accessibility Improvements (CDBG)	04-Households	12
Furnace Loans (CDBG)	10-Housing Units	6
Weatherization (CDBG)	10-Housing Units	40

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.

To accomplish these goals, the City of Lawrence will work closely with the Lawrence-Douglas County Housing Authority on their Tenant Based Rental Assistance (TBRA) to cover the activity of Rental Housing Subsidies through the HOME program. Tenants to Homeowners, Inc., the City of Lawrence CHDO, will be the agency primarily working towards the goal of Construction of Housing as well as Direct Home Ownership Assistance objectives. Lawrence Habitat for Humanity will also be an agency contributing to the Direct Homeownership Assistance through HOME.

CDD staff will administer the Rehabilitation and Energy Efficiency programs through the City of Lawrence using local licensed contractors. CDD staff, in addition, continues to work to educate the community as well as program participants on ways to make their homes energy efficient and save money on energy bills.

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.

The Lawrence Community Housing Trust (Housing Trust) program is the City's first time homebuyer program. Outreach to tenants of public housing, families assisted by public housing agencies, and residents of manufactured housing will be done primarily through Tenants to Homeowners, Inc. (TTH, Inc.), and Independence, Inc.

First-Time Homebuyer workshops are advertised in the local newspaper, through the local television channel, on local radio stations through public service announcements, in neighborhood association newsletters, in agency newsletters including those from Independence, Inc. and Lawrence-Douglas County Housing Authority (LDCHA), and on Tenants to Homeowners' and the City's websites.

To ensure targeted populations are reached, brochures are distributed and a workshop is scheduled onsite at Lawrence-Douglas County Housing Authority (LDCHA), Independence, Inc., and Haskell Indian Nations University.

- 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.***

Not applicable to the Lawrence-Douglas County Housing Authority.

Barriers to Affordable Housing

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

A review of the City of Lawrence housing policy indicates there are no institutional barriers to obtain affordable housing. The city has adopted the 2009 International Codes (Building, Residential, Fire, Energy, Mechanical, Plumbing and Fuel Gas) and the 2008 National Electrical Code. The 2009 International Property Maintenance Code that has been adopted as the minimum housing code is similar to the requirements of HUD's Housing Quality Standards. The minimum housing code is enforced through the rental registration program that requires all rental properties located in single-family zoned areas to be inspected at least once every three years. All other minimum housing code is enforced on a complaint basis.

The City does not impose rent controls or impact fees. Regulations that are designed to protect the health, safety, and welfare of citizens may affect the cost of housing. However, these regulations are not

designed to discourage the availability of affordable housing. Therefore, the City of Lawrence does not propose actions or reform steps to remove or restructure such policies in the coming year.

HOME/ American Dream Down payment Initiative (ADDI)

1. Describe other forms of investment not described in § 92.205(b).

Not applicable to the City of Lawrence.

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.

HOME funds are allocated for a First Time Homebuyer Program through the City's designated Community Housing Development Organization (CHDO), Tenants to Homeowners, Inc. (TTH) and for Lawrence Habitat for Humanity's homeowner program.

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

As required by HOME regulations, to ensure affordability for the LCHT program, the City has elected to impose resale requirements. Current resale requirements of the program ensure that the housing is made available for subsequent purchase only to a buyer whose family qualifies as a low or moderate income family (60%-80% MFI) per HUD guidelines, and will use the property as its principal residence. Through a previously determined and agreed upon formula, the house is sold to the eligible buyer for substantially less than the home's market appraised value and LCHT leases the land to the buyer for \$25 per month. The affordability period is maintained by a land-lease agreement between the buyer and LCHT and this agreement is protected with deed restrictions and a lien signed by the buyer. Due to the subsidy, the housing is affordable to the new homebuyer and the seller gains equity from mortgage payments, improvements made to the land and 25% of the market appreciation since the initial purchase of the property, thus providing the original HOME-assisted owner a fair return on investment.

For the Lawrence Habitat for Humanity homebuyer program, the City uses the reduction during affordability period method of recapture. The City reduces the amount to be recaptured at the rate of 10% a year for ten years. The reduction for each year occurs at the completion of the year and is not prorated by the month. Recapture occurs when the homebuyer ceases to be the owner/occupant of the home.

- 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.***

The City of Lawrence does not use HOME funds to refinance existing debt secured by multi-family housing that is being rehabilitated with HOME funds.

- 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.***

The City of Lawrence does not receive ADDI funding.

HOMELESS

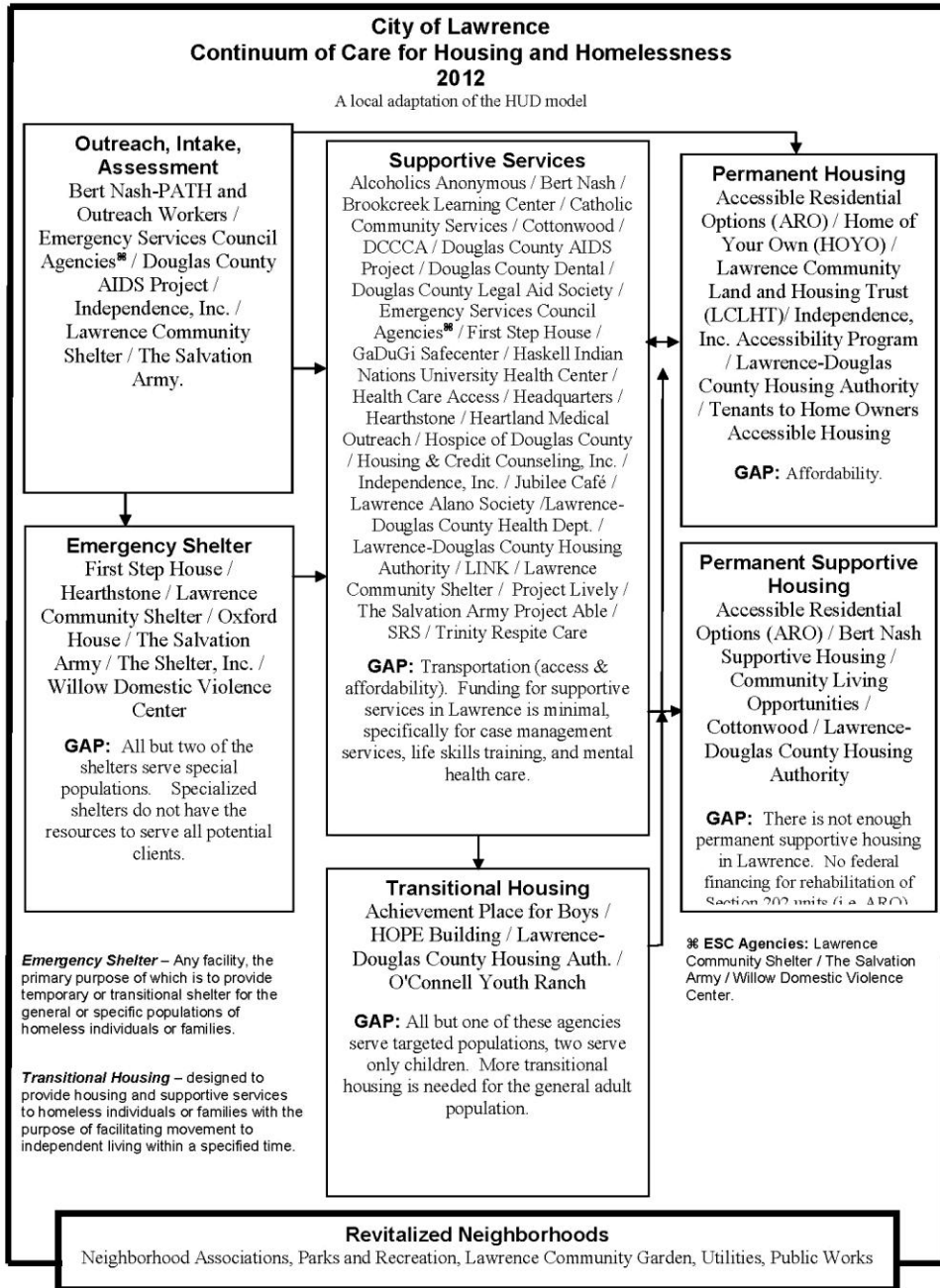
Specific Homeless Prevention Elements

- 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.***

Continuum of Care

Lawrence developed its Continuum of Care strategy in 1993. Revisions and updates have been made to the strategy as services have changed and needs have shifted. The Continuum of Care strategy is used to move homeless individuals and/or families from

homelessness through necessary supportive services to permanent housing. In 2008 the Practitioner's Panel opted to join the Kansas Balance of State Continuum of Care in order to access additional funding opportunities. The Assistant Director of Development Services, Margene Swarts, serves as Treasurer on the Kansas Statewide Homeless Coalition Executive Board and serves on the NOFA committee as the Lawrence/Douglas County regional representative. Danelle Dresslar, Management Analyst, serves as the interim Chair of the Balance of State Continuum of Care Committee. Service providers meet monthly in the community and quarterly, where is discussion regarding the needs of the local Continua. These requests and questions are taken back to the Statewide Coalition for clarification. Although funding is aligned with the Statewide Continuum that is led by the Kansas Statewide Homeless Coalition, homeless strategy for Lawrence will continue to be developed locally. An official HUD required Point-in-Time count was administered on January 26, 2011 resulting in approximately 226 adults and children who met the definition of HUD homeless for the Lawrence community. Additionally, Lawrence Public Schools report 93 students in grades K-6 and 56 students in grades 7-12 meeting their McKinney-Vento definition of homeless. See Continuum of Care Diagram and the Housing Vision Chart below.



Intake, Outreach, and Assessment

Through the PATH grant, Bert Nash Community Mental Health Center conducts homeless outreach for people who are mentally ill. Through a contract with the City of Lawrence, Bert Nash manages an outreach team of three, for the homeless community at-large. Outreach workers go to places frequented by homeless people, establish contact in order to build trust, then offer assessment and services. The homeless outreach workers can set up case management services for those who qualify or can refer people to other organizations for services. Besides outreach workers, most agencies that provide for the very-low income and homeless individuals or families are able to provide services or referrals for assistance.

Programs with ongoing case management and continuing care also contribute to prevention services in the community. To further assist with homeless prevention and outreach efforts information and education about programs are posted on community bulletin boards in various locations where homeless and at-risk individuals congregate.

Douglas County Aids Project, The Lawrence Community Shelter, The Salvation Army, Housing & Credit Counseling, Inc. and Independence, Inc. are all agencies that do intake, outreach, or assessment and will receive CDBG funding. See Investment Summary for details.

- 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.***

Emergency Shelter

The Lawrence Community Shelter is the sole homeless shelter in operation in Lawrence. The Lawrence Community Shelter provides shelter for those who are unable to pass a Breathalyzer test, as well as also accepting non-intoxicated, single male/female individuals and families in need of shelter. The Lawrence Police Department assists with late night emergency admissions to the shelter. On weekday mornings and during the day, the Lawrence Community Shelter provides drop in shelter and services, with an emphasis on employment, for people experiencing homelessness or who are at-risk of homelessness. The Lawrence Community Shelter receives CDBG support for emergency housing activities as the sole emergency shelter in Lawrence. Family Promise of Lawrence also provides temporary shelter for families in Lawrence. The Lawrence Community

Shelter recently closed on the purchase of a shelter facility in Lawrence that will enable a larger number of guests as well as enhanced services and job programs. The shelter plans on completing the move and finalizing the relocation in late summer of 2012.

Transitional Housing

Service agencies assist homeless individuals with finding housing and supportive services. Transitional housing is also provided through vouchers funded by HOME funds to the general homeless population. LDCHA will receive HOME funds for transitional housing vouchers (Tenant Based Rental Assistance). The Salvation Army has developed a transitional housing program, and continues to apply for funding through the Balance of State Continuum of Care. As mentioned previously, the poverty rate in Lawrence is at 29%. The 2009 Point in Time homeless count provided a number of 112 individuals who were literally homeless, precariously housed, or imminently homeless. This number did not count those housed in transitional housing. The 2011 Point in Time homeless count provided a number of 242 individuals who were literally homeless, precariously housed or imminently homeless. This number did count those housed in transitional housing. The LDCHA TBRA program is designed to bring chronically homeless people into temporary housing. Looking at the homeless count number considering that the one emergency shelter in Lawrence is filled to capacity every night, the daily usage of the drop in center is high, and the multitude of individuals served by meal programs or other services on a daily basis, indicates there is a definite need for transitional housing subsidy in Lawrence.

Permanent Supportive Housing

Private nonprofit agencies administer 62 (only six for chronically homeless) units of permanent supportive housing in Lawrence. The Community Commission on Homelessness estimates the need for another 32 supportive housing units for chronically homeless individuals. The need was based on information extrapolated from the 2009 Homeless Survey.

The Lawrence-Douglas County Housing Authority (LDCHA) is currently in the 8th year of a Continuum of Care Supportive Housing Grant for its permanent supportive housing program, Hope Building. Hope Building provides housing and support services for up to six chronically homeless persons with disabilities. The LDCHA operates the program with the Bert Nash Community Mental Health Center providing mental

health services and DCCCA providing substance abuse services. As of January 2012, the Hope Building was at full capacity.

- 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.**

Chronic Homelessness

Developing permanent supportive housing units for chronic homelessness is a high priority for the City of Lawrence. LDCHA will continue to operate HOPE Building, a PSH project that serves six chronically homeless individuals. The Salvation Army was awarded funding for a TH project in 2011, and efforts continue to provide additional transitional housing units through this program. Faith-based initiative Family Promise has developed small PSH projects serving 2-3 chronically homeless individuals. It is the goal of the city to develop 26 new PSH opportunities during the 2008-2012 Consolidated Plan Period.

Beginning in 2006, the City of Lawrence began funding a homeless outreach team with General Fund dollars. The outreach team consists of three case managers, who make connections with homeless individuals on the street and in shelters, with the goal of engaging them in services and eventually assisting them in movement to more stable housing options.

The coordination of efforts to end chronic homelessness includes the implementation of the Homeless Management Information System (HMIS). The Lawrence CoC implemented HMIS with nine participating agencies in 2006 and transitioned to the statewide HMIS during 2008. The HMIS includes HUD funded and non-HUD funded emergency shelters, transitional housing and permanent supportive housing programs, as well as service agencies providing outreach and case management services to homeless.

- 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.**

The Homeless Issues Advisory Committee was formerly called the Community Commission on Homelessness (CCH) until December of 2011. The CCH worked to devise the community's "Housing Vision" which serves to provide a road map for transitioning individuals and families out of homelessness and into permanent housing.

Housing Vision Chart (6/14/2007, Updated 10/13/2009)

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

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

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

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

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

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

Permanent Supportive Housing: Permanent housing with ongoing support services.

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

The new Lawrence Community Shelter facility will include public service agencies, a job program, and space for families within the sleeping quarters. There will be a firm commitment to moving people out of homelessness and into housing, then working with them to ensure that they are able to stay in the housing. The Community Shelter has Memorandums of Understanding with several agencies to provide wrap-around services to the homeless community with the goal of housing for all.

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.*

Discharge Planning

Foster Care:

Youth who leave the foster care system because they have attained 18 years of age are eligible to participate in Independent Living Services, contracted by Kansas Social and Rehabilitative Services. Caseworkers begin working with youth who will age out of foster care on a discharge plan as early as age 15 to ensure that youth will not need to seek McKinney-Vento housing options. Planning includes housing, employment and education.

Mental Health:

SRS has adopted a policy that would prevent discharging homeless individuals from publicly funded institutions or systems of care into homelessness or into HUD funded programs for the homeless. Additionally, Bert Nash works closely with State hospitals for discharge of patients who have been released. Bert Nash sets up intake appointments with all those released in Douglas County and works to follow up with them to work through the issue of being released into homelessness.

Corrections:

The Douglas County Jail has developed an extensive re-entry program that includes a housing component. A full-time Re-entry Coordinator works within the community in collaboration with other service providers and housing providers, as well as sitting on the Community Commission on Homelessness. The County recognizes that releasing offenders into homelessness increases the likelihood for re-offending.

Emergency Shelter Grants (ESG)

(States only) Describe the process for awarding grants to State recipients, and a description of how the allocation will be made available to units of local government.

The City of Lawrence is a grantee through the State of Kansas KHRC and is not an entitlement community.

COMMUNITY DEVELOPMENT

- 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.***

The City of Lawrence has several non-housing community development needs being funded with CDBG sources, including Douglas County AIDS Project Emergency Assistance Program, Housing and Credit Counseling Tenant-Landlord Counseling and Education/Credit Counseling (Tenant/Landlord Counseling), City of Lawrence Public Works sidewalk project (Sidewalks), North Lawrence Improvement Association Bus Stop Pad Project (Neighborhood Improvements), City of Lawrence Public Works 27th and Ridge Court Stormwater improvements (Stormwater Improvements), Oread Neighborhood Association 14th and Tennessee Crosswalk Realignment (Sidewalks), the Boys and Girls Club of Lawrence parking lot repair, and Social Service League of Lawrence building repairs (Neighborhood Facilities).

- 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.

The City of Lawrence utilizes the “Step Up to Better Housing” strategy for the community’s allocation decisions for CDBG and HOME funding. In the 2012 program year, the City will provide CDBG funds to programs that assist low-moderate income owner-occupants with Comprehensive Housing Rehabilitation (14a. 570.202), First Time Homebuyer Housing Rehabilitation (14a 570.202), Weatherization (14F 507.202), Furnace Loans (14F 507.202), Emergency Loans (14F 507.202), TBRA (HOME Rental Assistance), the Lawrence First Time Homebuyer’s Program (HOME Homeownership Assistance), and Lawrence Habitat for Humanity (HOME Production of New owner units).

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Step Up to Better Housing

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

Community Development Advisory Committee
with guidance from the Community Commission on Homelessness

A SUMMARY GUIDE:

to identify spending goals and priorities associated with CDBG and HOME allocations

Emergency Housing

Temporary options for immediate & safe shelter for individuals and families who are homeless, transient, or experiencing an emergency situation.

Emergency Shelter: A short-term facility (90-120 days) used to get people off the street in order to stabilize for movement to better housing options. This option does not include or account for shelters that serve special populations (WTCS, First Step House, Family Promise, etc.)¹

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

NEEDS

- Year-round, 24-hour emergency shelter with appropriate services for transients or chronically homeless, addicts, and other populations in need.
- Emergency housing for families.
- Shelter for battered women and their children.
- Shelter with peer support for people with severe and persistent mental illness.

STRATEGIES

- Consider emergency shelter needs when investing available funds.
- Seek private and public funds to strengthen Lawrence emergency shelters.
- Endorse expansion efforts of well-managed existing shelters.
- Promote collaborative efforts with community-based providers.

Transitional Housing

Housing and services designed to promote residential stability, increase skills, enhance self-determination and move people who are homeless to permanent housing within 24 months.

NEEDS

- Short-term housing units and services.
- Support for people with certain criminal backgrounds who are precluded from other housing options.
- Case-management funding.

STRATEGIES

- Consider transitional housing needs when investing available funds.
- Endorse efforts to develop transitional housing in Lawrence.

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

- Encourage landlords to accept tenants who receive rental assistance.
- Support various case-management efforts.
- Ensure that housing is up to code.
-

Permanent Housing

A variety of ownership and rental choices including permanent supportive housing arrangements.

Permanent Supportive Housing: Permanent housing with ongoing support services.

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

NEEDS

- Low-income homebuyer and rental assistance.
- Programs to help sustain homeownership.
- Public and private policies which promote permanent housing for people with low-incomes and for people with disabilities.
- Permanent supportive housing.
- A stock of decent affordable homes for purchase and rent.
- Respite care for people in need.

STRATEGIES

- Continue to invest funds for homebuyer assistance
- Consider supportive service needs for low-income elderly, persons with disabilities, and other at-risk populations when investing available funds.
- Continue to invest funds in rehabilitation, weatherization, and emergency funds.
- Secure more tenant-based rental assistance.
- Encourage landlords to accept tenants who receive rental assistance.
- Encourage landlords to accept tenants with poor or criminal histories.
- Facilitate proper code enforcement.
- Support agencies that provide housing stabilization services.

Revitalized Neighborhoods

NEEDS

- Continued revitalization in low-moderate income neighborhoods.
- Continued environmental code enforcement.
- Education for homeowners and renters.
- Capital improvement projects (storm water, paving, sidewalks, parks)
- Identification of blighted housing based on housing appraiser's information.

STRATEGIES

- Promote neighborhood improvement.
- Improve existing housing stock.
- Encourage neighborhood associations.
- Encourage programs that promote crime prevention.
- Insure that housing complies with the Uniform Housing Code.
- Increase rental inspection rates and environmental code enforcement.
- Endorse mixed-income development.
- Support efforts to meet American Disabilities Act and Fair Housing Act requirements.

- Provide outreach and education to owners and residents regarding International Property Maintenance Code.

Community Facilities

NEEDS

- Funding for capital improvements for structures housing agencies that provide services to low-moderate income individuals.
- Assurance that the investment working for the community.

STRATEGIES

- Support efforts by local nonprofits and other organizations serving the low-moderate income population to by accommodating needs for structural maintenance.

Antipoverty Strategy

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

Antipoverty Strategy

One purpose of the Consolidated Plan Programs and other initiatives in Lawrence is to reduce the number of persons in poverty. The emphasis in Lawrence is to help people rise out of poverty, rather than temporarily easing their situation. Although essential short-term direct aid such as emergency food and shelter is provided, the strongest community support is for programs to address the root causes of poverty and assisting people in becoming self-sufficient in the long-term. Two key components of helping people attain self-sufficiency are employment and housing.

Examples of programs that directly influence people's ability to escape poverty include job education and placement services as well as housing advocacy, homeless prevention and rental assistance. Projects that indirectly affect poverty include those that improve the community at-large and provide transportation and child care services that help people access employment and services. CDBG, HOME, CoC and State ESG funds are often used as matching funds for other grants that also contribute to reducing the number of families living in poverty. Thus, the power of these federal dollars is leveraged to a greater extent.

Recognizing that limited Consolidated Plan dollars should be focused where the need is greatest; Lawrence gives preference to projects that directly benefit low and moderate income residents or serve low and moderate income neighborhoods over those that will benefit the city as a whole. This strategy will ensure that scarce resources are directed to

best serve those who have the greatest need, including those areas with the greatest concentration of poverty.

In addition to Consolidated Plan programs, a number of other public, private, and partnership initiatives have been designed to assist in the reduction of poverty rates. These include the Workforce Development Center, the Douglas County Re-entry Program, and a newly forming partnership of employment agencies.

The City's "Step Up to Better Housing" Strategy and the "Housing Vision" developed by the former Community Commission on Homeless will serve as the baseline for the city's antipoverty strategy.

NON-HOMELESS SPECIAL NEEDS HOUSING

1. Describe the priorities and specific objectives the jurisdiction hopes to achieve for the period covered by the Action Plan.

The City of Lawrence will provide CDBG funding to Independence Inc, which will administer an Accessible Housing Modification program, which provides accessibility improvements on rental units occupied by low income adults and children with disabilities. Additionally, Capital Improvement funding will be allocated to the Social Service League of Lawrence as well as to the City of Lawrence Public Works Department for a sidewalk gap project that will benefit low- moderate neighborhoods. Public Works will also receive funding for stormwater and drainage improvements in a low-moderate income area of Lawrence.

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.

As mentioned, in 2009-2010 the City of Lawrence received Neighborhood Stabilization Program (NSP) funding in the amount of \$562,134 that was utilized to develop rental housing on vacant (previously developed) land. The rental housing provides rentals to two families under 50% AMI and four families under 80% AMI, and was developed by the City of Lawrence CHDO, Tenants to Homeowners, Inc. Due to the success of this project, in 2011 the City of Lawrence was awarded an additional \$475,000 from a competitive grant process utilizing recaptured Program Income for the program at the State level. This funding was used to redevelop one property on

vacant (previously developed) land. In addition, Tenants to Homeowners, Inc. purchased an abandoned and foreclosed upon property and is planning to demolish the structure and build three rental units on the lot. Two of these rental units will lease to a renter under 50% AMI and the third unit will rent to a household under 80% AMI. The City of Lawrence also received \$216,798 in CDBG-R funding that was utilized for infrastructure, public service building improvements, and building acquisition. The City expended this entire allocation as of December, 2011.

Homelessness Prevention and Rapid Re-Housing (HPRP) funding was awarded to the City of Lawrence in the amount of \$648,000 and was utilized in a program administered by the Lawrence-Douglas County Housing Authority. In 2011 the City was awarded an additional allocation of \$100,000 in HPRP funding. As of April 1, 2012, the Lawrence-Douglas County Housing Authority has served 779 individuals with Homelessness Prevention and Housing Stabilization. The City of Lawrence received \$62,605 in Emergency Shelter Grant funding from KHRC, and this funding assisted three agencies with essential services, homelessness prevention, and operations pertaining to emergency shelter activities. The Salvation Army in Lawrence was awarded a permanent supportive housing grant through the competitive McKinney-Vento Homeless Assistance Act and the Lawrence-Douglas County Housing Authority's "Hope Building" and The Salvation Army's "Project Able" both received renewal funding for approximately \$138,000.

Lawrence will continue to focus its funding in accordance with the "Step Up to Better Housing Strategy".

Housing Opportunities for People with AIDS Specific HOPWA Objectives

The City of Lawrence does not maintain a HOPWA program, however funding is allocated to Douglas County AIDS Project for emergency assistance for citizens with HIV or AIDS.

Other Narrative

Include any Action Plan information that was not covered by a narrative in any other section.

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