

SECTION 6. ONE-YEAR ACTION PLAN

PART 1. EXECUTIVE SUMMARY AND PROVISIONS

A. Executive Summary

The Washtenaw Urban County and HOME Consortium have prepared the FY 2003 Action Plan which outlines activities that it will fund using the Community Development Block Grant (CDBG) and Home Investment Partnerships (HOME) Program funds that they receive from the U.S. Department of Housing and Urban Development (HUD) in accordance with federal regulations¹. The Plan includes quantifiable information on the Urban County and HOME Consortium's progress toward meeting the five-year Plan objectives. This is the first year of the Urban County and HOME Consortium's 2003-2008 Five Year Plan.

With the assistance of these CDBG and HOME funds, the Consortium envisions opportunities to leverage public, private and non-profit funds to address locally defined affordable housing and community development needs. This includes increasing the capacity of housing rehabilitation resources for both owner-occupied and rental housing, with an emphasis on owner-occupied. Local priorities include increasing home ownership opportunities for low to moderate-income households, and the Plan priorities reflect these local priorities.

The Planning process for the Washtenaw HOME Consortium began in early 2000. The application to form a Consortium was submitted to HUD in June 2000. Preliminary approval of the Consortium by HUD, and authorization of an annual allocation came in November 2000. This first abbreviated Consolidated Plan was submitted to HUD for review prior to the July 1, 2001 commencement of the program.

Under the leadership of Washtenaw County government, seven townships in the county later came together to form the Washtenaw CDBG Urban County, which was approved by HUD in late 2002. Since Washtenaw County government and Ypsilanti Township were to participate in both the Urban County and the HOME Consortium, the county decided to complete a new consolidated plan that incorporated both planning bodies and funding streams. Therefore, the current consolidated plan includes information and priorities from the original HOME Consortium Consolidated Plan (2001-2006); updates that information using current Census data; and incorporates data and priorities from the Urban County communities. This process has lead to a consolidated plan that will prioritize funding for both HUD programs.

B. Needs and Resources

Needs

Determination of the Urban County and HOME Consortium's priority needs occurred through a public process beginning in the winter of 2003. The priority needs are

¹ HOME Regulations: 24 CFR Part 92 of Title II of the Cranston-Gonzalez National Affordable Housing Act, signed into law November 28, 1990.
CDBG Regulations: 24 CFR Part 91.220 of Title I of the Housing and Community Development Act of 1974, as amended.

referenced in the Special Needs/Non-Homeless, Gaps Analysis (Homeless) Priority Housing Needs, and Priority Non-housing Community Development Needs tables.

Resources

Funding, including Local Match Requirement

HOME Program- Over the five year period of this Plan, the HUD HOME allocation is anticipated to be \$639,000 per year for a five year total of \$3,195,000, subject to the Consortium's performance, federal appropriations for HOME and HUD's allocation formula.

HOME-assisted activities, not including administration and CHDO administration (approximately 15% of the total), in the Consortium will require a 25% non-federal, local match from cash, in-kind and other sources. This will amount to a five-year total of \$798,750 in various kinds of local match toward HOME-funded Consortium activities.

Urban County CDBG- Over the five-year period of this Plan, the HUD CDBG allocation is anticipated to be \$922,000 per year for a five year total of \$4,610,000. Of course, these funding levels are subject to the Urban County's performance, federal appropriations for the CDBG program, and HUD's allocation formula.

The County state CDBG program currently receives a \$450,000 allocation through MSHDA bi-annually, leaving approximately \$225,000 available per year. In addition, the CDBG Housing Rehab program manages approximately \$169,096 per year in LIHEAP Weatherization dollars. While the CDBG program is for the entire county, the Urban County and HOME Consortium jurisdictions encompass 41% of the county's total population. Furthermore, when you separate out the City of Ann Arbor (another CDBG entitlement community), there are higher concentrations of low-income households in these jurisdictions. Therefore, an estimate of at least 41% but likely more than 41% of state CDBG resources will be available in the Consortium and Urban County areas.

Institutional Structure

HOME Consortium (City of Ypsilanti)- The Washtenaw HOME Consortium has the institutional structure and capacity to carry out the Consolidated Strategy and plan. A network of nonprofit organizations is in place to provide housing and human services within the Consortium. The Consortium has, as a function of its Cooperation Agreement, created a **HOME Board**, which is comprised of the **Supervisor of Charter Township Ypsilanti**, the **Mayor of Ypsilanti** and the Chairperson of the Washtenaw **County Board of Commissioners**. The Cooperation Agreement provides the option of any of these Board members to appoint a designee in her or his place.

All three members of the HOME Consortium have Community Development Departments, which in the case of Ypsilanti is called the Community and Economic Development Department. The city and township have welcomed the opportunity to collaborate with the county on affordable housing.

The City of Ypsilanti is the third largest community in Washtenaw County. The City of Ypsilanti Community and Economic Development 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 City of Ypsilanti and the Ypsilanti Housing Commission communicate closely and seek to collaborate on issues of concern to public housing residents and nearby communities.

The Ypsilanti Housing Commission oversees Public Housing and the Section 8 program in the City of Ypsilanti. The Ypsilanti City Council appoints the Ypsilanti Housing Commission. The Ypsilanti Housing Commission works closely with Ypsilanti City staff on matters of mutual concern.

The Charter Township Ypsilanti has a Community Development Department that 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 multifamily housing in the northern parts of the Township, and a great deal of new single family housing in the southern sections. The Community Development Department has been very active in identifying instance in which landlords of multifamily 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 Township leadership has been very active and creative in identifying resources and strategies whereby the township, through its authority, can support and enhance eligible HOME Consortium activities. The Township has actively supported a HOME-eligible multifamily acquisition and rehab project undertaken by Washtenaw Affordable Housing Corporation, a non-profit CHDO, in the Township, albeit in a period prior to the creation of the Consortium. This kind of support will continue in the context of the Consortium.

Washtenaw County Community Development currently administers the five-year Shelter Plus Care grant in partnership with three non-profits housing and supportive services providers. In addition, the County is administering the second of two Youthbuild grants written by Community Development staff and subcontracted to faith-based community development organizations, both of which are located in the Consortium area. The Washtenaw County Community Development Manager serves as the Continuum of Care Coordinator for the Washtenaw County/City of Ann Arbor Continuum of Care Board. Furthermore, the ongoing, year-round Continuum of Care planning process and C of C document creation, which includes the Consortium area, is coordinated through the Washtenaw County Community Development Department. The renewal of the Shelter Plus Care grant in 2003 will be managed through this office.

The Washtenaw Urban County (CDBG/HOME)- As stated in previous sections, the Washtenaw Urban County consists of seven townships: **Ypsilanti Township, Bridgewater Township, Pittsfield Township, Salem Township, Ann Arbor Township, Northfield Township, and Superior Township.** Like the HOME Consortium, the Urban County has established the institutional structure and capacity to carry out this Consolidated Strategy and 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 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 designee in her or his place.

Only one participating jurisdiction of the Urban County has a Community Development Department (see description of Ypsilanti Township above). However, the Urban County CDBG Program has the full support of Washtenaw County, as well as that of the participating jurisdictions. The Urban County Executive Committee will meet monthly to discuss the progress made on the current consolidated plan, and will continue to explore opportunities to meet the on-going housing and community development needs of the entire community.

To this end, the Executive Committee has crafted the following vision to guide their future efforts:

Washtenaw County Urban County Executive Committee 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.

Other Community Organizations- In addition to the institutional structure of the CDBG Urban County and the HOME Consortium, there is a large network of non-profit housing developers and providers of supportive services that participate in Continuum of Care and other community planning processes affecting the Consortium area, in addition to the larger community. This includes the Shelter Association of Washtenaw County, SOS Community Services, and Community Housing Alternatives (both based in Ypsilanti), as well as the Domestic Violence Project/Safe House and the HIV/AIDS Resource Center (HARC). The Urban County and HOME Consortium will work closely with these and other organizations, such as the Housing Bureau for Seniors and Neighborhood Senior Services to create additional affordable housing for low and moderate-income populations.

Consultation/Coordination

Government Cooperation- The jurisdictions of the Washtenaw HOME Consortium and the CDBG Urban County have taken great steps forward to commit themselves to working effectively, collaboratively, and creatively in two separate processes (CDBG & HOME), in order to take a more comprehensive view of housing and community development needs in the area. While having responsibilities and constituencies that are politically and geographically determined, Urban County and HOME Consortium members have all articulated their belief that by forming these collaborations they can still increase the opportunities for low and moderate-income populations.

Washtenaw County government has benefited and learned from numerous collaborations with the City of Ann Arbor, and will use this experience to take a lead administrative role with the HOME Consortium and the CDBG Urban County. Ann Arbor has been an entitlement community for over twenty-five (25) years and a Participating Jurisdiction for eleven (11) years. City Community Development staff has been extremely helpful and supportive of the creation and development of the HOME Consortium, as well as the Urban County.

Community Housing Development Organizations- As mandated, the Washtenaw HOME Consortium will set aside an allocation of 15% of total HOME funds (after administration dollars) for activities undertaken by Community Housing Development Organizations. Washtenaw County has many nonprofit agencies providing services, including some in the HOME Consortium and Urban County areas. During the formation of this Strategy and Plan, numerous agencies have been consulted for input including Community Housing Development Organizations (CHDOs). Both Community Housing Alternatives (CHA) and Washtenaw Affordable Housing Corporation (WAHC) have experience developing affordable housing for disabled and low and moderate-income households, respectively. The County also consulted with the Gateway Community and Economic Development Corporation, which is active in one particular area of the Consortium (the Gateway area of Ypsilanti).

Non-profit Housing Developers- SOS Community Services (a transitional and emergency shelter provider) is also very active in the Consortium and Urban County area, and contributed ideas and guidance for the original HOME Consolidate Plan. The faith-based organizations, JOSHUA (Joint Operational Services for Human Urban Alliance) and POWER (People Organized Working Evolving Reaching) have been consulted. Washtenaw County also consulted the following agencies for the HOME Consortium Plan, and has invited them to participate in the development of the current plan: Michigan Ability Partners (MAP); the Housing Bureau for Seniors; Avalon Housing; Habitat for Humanity; Non-Profit Enterprise at Work (NEW); and the Fair Housing Center of Washtenaw County.

C. Relocation/Displacement

The CDBG Urban County and HOME Consortium intend to cause no displacement to persons receiving assistance from the CDBG or HOME programs. The Urban County and Consortium recognize 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 and Consortium will therefore provide for reasonable benefits to any person involuntarily and permanently displaced as a result of the use of HOME or CDBG funds to acquire or substantially rehabilitate residential and nonresidential property in accordance with the Uniform Relocation Act. This document may be reviewed at the Washtenaw County Department of Planning and Environment, 705 N. Zeeb Rd, Ann Arbor, MI 48107-8645.

D. Amendments/Modifications

The Consortium will follow 24 CFR 570.305 requirements if there is a substantial modification to this Plan. A substantial modification is defined as any modification that completely eliminates a project from the Plan, or any change that is greater than 10% of the fiscal year entitlement.

E. Geographic Distribution

The CDBG Urban County and HOME Consortium activities will be throughout Ypsilanti, Ypsilanti Township, Pittsfield Township, Northfield Township, Superior Township, Salem Township, Ann Arbor Township, and Bridgewater Township, and will not be restricted to certain areas. However, neighborhoods with high concentrations of low-moderate income households as defined by HUD (see Maps in Section 2 Part 2J) will be targeted.

These neighborhoods generally include areas with older housing stock, concentrations of rental units, higher proportions of minority populations, and very low to low-income households.

F. Terms of Affordability/Recapture Provisions

Terms of Affordability

A minimal term of affordability for projects is required by HUD. Beginning with the 2003-2004 funding period for HOME and CDBG, the Washtenaw Urban County/ HOME Consortium'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

Recapture Provisions

There are two types of financial assistance that are available to homebuyers. The terms of recapture for each are defined below and will be detailed in a mortgage note, which will be recorded for each instance of property assistance.

Homebuyer Down Payment Assistance – Decreasing Principal Formula

The homebuyer may sell the property at any time to any willing buyer.

A five-year restriction will be placed on the property in the form of a mortgage note with the following terms:

Starting from the time the subsidy is initially provided or from the date of the property closing, the amount of funds provided shall be repaid, if the property is sold, using a formula which reduces the amount by one-fifth for each full year that the homeowner occupies the unit. At the end of a five-year period from this initial date, the entire amount shall be forgiven and no further repayment is required and no further restrictions will be in force on the property.

Homebuyer Purchase Program – Decreasing Principal/Shared Appreciation Formula

The homebuyer may sell the property at any time to any willing buyer.

A fifteen-year restriction will be placed on the property in the form of a mortgage note starting from the time the subsidy is initially provided or from the date of the property closing with the following terms:

- One third of the amount of funds provided shall be forgiven at the time of the closing and shall require no repayment;
- One third of the amount of funds provided shall be repaid, if the property is sold, using a formula which reduces the amount by one-fifteenth for each full year that the homeowner occupies the unit. At the end of a fifteen year period, this one third amount shall be forgiven and no further repayment of this amount shall be required;
- One third of the amount of funds provided shall be in the form of a 0% interest, deferred payment loan which shall be repaid in full at the time the property is sold.

In addition, a share of the appreciation shall also be repaid to WC and/or the granting nonprofit organization, based upon the proportion of the project subsidy assistance provided to the total cost of the project. The net appreciation, after deducting the seller's cost of the sale and any mortgage pay-offs, is to be shared between WC and/or the granting nonprofit organization and the seller based upon this proportion.

G. Assessment of Affirmative Marketing

An affirmative marketing policy will be carried out by CDBG and HOME-assisted property owners through affirmative marketing procedures designed as follows:

- 1) **INFORMING THE PUBLIC:** Urban County and Consortium staff will inform the public, the property owners, and potential tenants about federal fair housing laws and the Urban County/HOME Consortium's affirmative marketing policy by requiring property owners to use equal opportunity language in advertising, by targeted mailing, and through information distributed at public meetings.
- 2) **RECORDS:** The Urban County and Consortium staff in Washtenaw County Community Development will document efforts made by program participants regarding affirmative marketing of units. The information will be kept for a ten-year period from the date of project completion.
- 3) **ASSESSMENT OF AFFIRMATIVE MARKETING EFFORTS AND CORRECTIVE ACTIONS:** Annually, Urban County and HOME Consortium staff will assess the affirmative marketing program and determine how it is being followed, what outreach efforts have been made and identify any corrective action that may be necessary.
- 4) **OUTREACH TO MINORITY AND WOMEN OWNED BUSINESSES:** The Urban County and HOME Consortium will continue in their efforts to recruit minority and female-owned businesses into the CDBG and HOME program. For rehabilitation, the Washtenaw County CDBG (MSHDA) Program maintains a listing of contractors who are regularly solicited to bid on rehabilitation work. The Consortium will also advertise larger projects in the Ann Arbor News/Ypsilanti Press edition and the Ypsilanti Courier, and contact known minority business associations. Efforts to involve minority and women-owned businesses will also be targeted through local entities under contract with the Urban County and HOME Consortium in order to promote these goals.

PART 2. PROJECTS AND ACTIVITIES FOR FISCAL YEAR 2003-04

Note: This is year one of a five year plan. The Washtenaw Urban County is a new entitlement community, and as such has no projects that have been in the planning stages based on prior years' CDBG-funded activities and initiatives. However, there has been a Washtenaw HOME consortium in place since July 2001. One of the two local jurisdictions participating with Washtenaw County in the HOME consortium, Ypsilanti Charter Township, is now participating in the Washtenaw Urban County for both CDBG and HOME funded activities. The other local jurisdiction in the HOME consortium with Washtenaw County is the City of Ypsilanti, which will continue to participate with Washtenaw County in the HOME consortium only. Some of the HOME-funded projects in this annual action plan have been initiated and funded by the Washtenaw HOME consortium.

A. Proposed CDBG/ HOME Allocations by Type of Project

2003-04 HUD CDBG & HOME Allocations

CDBG		<p>2003-04 Proposed Urban County CDBG Allocations</p>
Total Allocation	\$922,000.00	
ACTIVITY		
Administration	\$184,400.00	
Public Services	\$138,300.00	
Homeowner Rehabilitation	\$370,000.00	
Infrastructure	\$229,300.00	
HOME		<p>2003-04 Proposed HOME Allocations</p>
Total Allocation	\$681,229.00	
ACTIVITY		
Administration	\$68,123.00	
CHDO Operating	\$34,061.00	
Homeowner Assistance	\$299,045.00	
Down Payment Assistance	\$30,000.00	
Acquisition/Rental Rehab-AIS	\$150,000.00	
Acquisition/Rental Rehab-other	\$100,000.00	
CDBG/HOME COMBINED		<p>2003-04 Proposed CDBG & HOME Allocations</p>
Total Allocation	\$1,603,229.00	
ACTIVITY		
Administration	\$252,523.00	
Public Services	\$138,300.00	
CHDO Operating	\$34,061.00	
Infrastructure	\$229,300.00	
H.O. Assistance	\$299,045.00	
Homeowner Rehab	\$370,000.00	
Down payment Assistance	\$30,000.00	
Acquisition/Rental Rehab-AIS	\$150,000.00	
Acquisition/Rental Rehab-other	\$100,000.00	

B. Listing of Proposed Projects

Housing

Goal 1 To increase the number of units of homeowner rehabilitation opportunities for low-moderate income households

- The Urban County will continue the coordination and funding of homeowner rehabilitation, which is currently performed by the County's Employment Training and Community Services (ETCS). With the start of the Washtenaw Urban County, effective July 1, 2003, CDBG funding only will be used for homeowner rehabilitation activities.
- The Urban County will coordinate with the ETCS program to increase homeowner rehab opportunities to HQS for **12 housing units** for households between **31-80% of AMI**, and may provide rehab opportunities for **3 housing units** for households at **<30% AMI**. These units will be completed over the next two years.
- It is anticipated that significant proportion of year one CDBG funds going toward homeowner rehab activities will be devoted to the Washtenaw Autumn subdivision, since it has a partially developed neighborhood revitalization plan in place, which was funded by County general funds in the 2001-2002 period. Most of the residents of this neighborhood are senior citizens and minorities.
- The Urban County will encourage CHDOs and other nonprofits to hire participants in CDBG or HOME funded activities. This employment may take the form of property management/maintenance, landscaping, childcare, elder care, etc.

Goal 2 To increase homeownership opportunities for low-moderate income households

- The Urban County will work with CHDOs and other nonprofits to expand homeownership opportunities by **10 units**, using HOME funds. Homeownership assistance will be provided to households at **51%-80% AMI**. A combination of homebuyer counseling, homebuyer education, down payment assistance and buying down of debt will be used. In addition, the Washtenaw Michigan State University Extension Service provides home maintenance education that will further support this activity. These units will be completed over the next two years.
- The Urban County will continue to work with the Ann Arbor Housing Commission and Community Housing Alternatives to implement the Section 8 Homeownership program. The Ann Arbor Housing Commission is targeting **50 units for households at <50%** of AMI with this Section 8 pilot.
- The Urban County will work with CHDOs or other nonprofits to acquire, rehab and convert rental property to owner-occupied property.

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- The Urban County will contribute technical assistance to the Tax Foreclosure Prevention Task Force, a countywide task force that includes the County Treasurer, Housing Bureau for Seniors, Neighborhood Senior Services and other nonprofits.
- In the event the Urban County is eligible for Emergency Shelter Grant (ESG) funds, it will work with the above and other groups to establish a loan foreclosure prevention strategy to prevent loss of owner-occupied housing due to arrearages due to economic dislocation, such as layoffs or disability.

Goal 3 To improve the quality, management, and supply of existing rental property available to low-moderate income households

- In addition to Goal 8 under Special Populations/Non-Homeless, the Urban County will work with township officials to identify rental property that is poorly maintained or poorly managed for acquisition, rehab to Housing Quality Standards (HQS) and to assure that property management is adequate to maintain the units to HQS.
- The Urban County will work with Community Housing Development Organizations (CHDOs) or other nonprofits to use HOME funds to acquire and rehab **4 units** of rental housing to HQS targeting elderly and/or disabled populations at **<60% AMI**.

Public Facilities

Goal 4 To promote community stability through the coordinated delivery of services at designated places

- The Urban County will assess the feasibility of rehabilitating existing facilities, such as senior centers, community centers and youth centers serving the **<80% AMI** population using CDBG funds.

Infrastructure and Improvements

Goal 5 To increase the quality of life of Urban County residents by attending to infrastructure needs in order to reduced safety and health risks to LMI residents

The Urban County will work to assess the eligibility of infrastructure improvements targeting households or areas at **<80% AMI**. This activity will include general development plans to make physical improvements to identified manufactured housing communities. Approximately **25%** of year one CDBG funds (\$229,300) will be directed to this activity.

Public/ Human Services

Goal 6 To promote housing stability by addressing identified gaps in public/human services

- The Urban County will plan to direct the maximum allowable **15%** (\$138,300) of total CDBG funds to public services in year one.
- The Urban County will develop a plan to assess the need for transportation subsidies and public transportation extensions, particularly for the elderly and for the extremely low to low-income households.
- In addition to transportation subsidies, the Urban County may provide child care subsidies to households at **<80% AMI**. This would be done by coordinating with the Child Care Network, which would manage the childcare subsidies and work directly with eligible households.

Planning/ Administration

Goal 7 To develop plans that will efficiently address concerns that are identified by low to moderate-income target areas and other problems within the Urban County

- The Urban County will develop neighborhood plans in the Washtenaw Autumn subdivision and at least one other neighborhood to facilitate neighborhood revitalization and/or large-scale homeowner rehabilitation efforts.
- The Urban County will fund the Impediments to Fair Housing Analysis, as required by HUD, using CDBG funds. It is projected this will cost \$25,300.

Homeless and Special Populations

Goal 8 To promote a suitable living environment, improve safety and livability, reduce isolation, support family structures and facilitate access to mainstream resources for special populations

- The Urban County will assist a local Community Development Housing Organization with HOME rental rehab funds in the amount of \$150,000 to acquire **two supported living units** for severely and multiply impaired adults that are currently owned by an investor group. This will produce two (2) units of HOME assisted supported housing for eighteen (18) disabled individuals at **0-30% AMI**. This HOME assistance represents **22%** of the total 2003-2004 HOME allocation of \$681,229 (estimated). Extensive supportive services available to residents of these supportive living units will provide HOME match.
- The Urban County may assist non-profits and/or the Ann Arbor Transportation Authority to provide transportation services to individuals at **0-80% of AMI** that live within the Urban County.

Goal 9 To address gaps in support services needs for homeless individuals in the wider urban county community

- The Urban County will coordinate with the Continuum of Care Board and its affiliated CHDOs, other non-profits and for profit developers to apply to HUD, under the Continuum of Care program, for a permanent supportive housing project to address the needs of special populations that may be at high risk of homelessness or may experience high housing cost burdens.
- The Urban County will work with a consortium of organizations that is applying to HHS for a Health Care for the Homeless grant to be submitted in March 2003. The Urban County will also work with this consortium of organizations to apply for the Collaborative Initiative to Help End Chronic Homelessness that is being coordinated by the U.S. Interagency Council on the Homeless and to be submitted jointly to HUD, HHS and the VA in April 2003. This will target increasing Shelter Plus Care or permanent Supportive Housing resources, as well as mental health and substance abuse treatment, primary health care and Veterans Affairs case management services to up to 300 individuals, some of whom live in the Urban County area.
- The Urban County will work with the Continuum of Care to maintain the current 72 Shelter Plus Care vouchers that are administered by the Washtenaw County Planning and Environment Department, which also administers the Urban County.
- The Urban County does not plan to allocate CDBG or HOME funds to housing activities for the homeless, except to the extent that a participant in the Health Care for the Homeless, the Collaborative Initiative to Help End Chronic Homelessness or Continuum of Care programs may also participate in a HOME funded rental rehab project or HOME or CDBG funded homeownership activity described elsewhere in this Plan. However, the Urban County may fund supportive services to prevent homelessness for individuals and families.

C. Other Actions

Anti-Poverty Strategy

The Washtenaw County Administrator and City Administrators of Ann Arbor and Ypsilanti convened a task force on homelessness in November of 1996 in order to take a comprehensive look at the network of shelter, housing and services that had been growing for over a decade. The Task Force was designed to include many previously under-represented parties, including the Chamber of Commerce, the local universities, consumers, the United Way, and the Ann Arbor Area Community Foundation in addition to the Interagency Council participants. This Task Force organized into a series of subcommittees (which included over 100 community representatives from every sector) to prepare reports that assessed needs and facility requirements, management practices of current providers, funding needs and other aspects of a comprehensive service delivery system for homeless single adults.

In September, 1997, the Washtenaw County Task Force on Homelessness-Phase II was charged with assessing current needs of homeless families and youth, projecting future needs, assessing other communities' homelessness programs for possible models and preparing recommendations to the City Councils of Ann Arbor and Ypsilanti, the Washtenaw County Board of Commissioners and the general public. This report was

also submitted to the Joint Steering Committee on Homelessness composed of public and private sector participants.

The recommendations and strategies produced by the two Task Forces and subcommittees as well as the Mission Clarity Group and Management Oversight Committee, composed of nonprofit service providers, neighbors, consumers and housing advocates have been a central element of the Continuum of Care planning process. The ongoing process is designed to improve the coordinated delivery of homeless service. The HOME Consortium has pledged support to improve the current sheltering facilities situation, and the Urban County Executive Committee has given supportive services to single individuals a medium priority for funding.

Washtenaw County government, through the leadership of the County Administrator, the Deputy County Administrator and the County Board of Commissioners; the City of Ann Arbor, through the leadership of the City Manager and the Community Development Department with its Housing Policy Board; and the Ann Arbor City Council have taken significant policy positions in support of ending chronic homelessness. Toward that end, the Washtenaw County Board of Commissioners and the Ann Arbor City Council have committed \$2,000,000 and \$1,000,000 in bond financing, respectively, toward the building of a new, comprehensive homeless shelter called the Downtown Service Center, which will be managed by the Shelter Association of Washtenaw County.

The Downtown Center is being supported by a public-private coalition of local government, non-profit service and housing providers, the Ann Arbor Area Community Foundation, the Washtenaw County United Way, numerous private business people, and the St. Joseph Mercy Hospital. The Towsley Foundation has contributed \$1,000,000 from its endowment toward the building of the Downtown Center. The Washtenaw Housing Alliance- an 11-member organization consortium that includes the Shelter Association- is committed to designing an improved comprehensive and well-coordinated system of services to address homelessness among both individuals and families. The Washtenaw Housing Alliance has several members who also a members of the Continuum of Care Board, or are active with C of C processes. These overlapping members follow: the Shelter Association, Avalon Housing Corporation, Ozone House (youth), and the Domestic Violence Project/Safe House.

Although the Urban County Executive Committee and the HOME Consortium Board are very concerned about those living below the poverty level, it will not administer programs that provide supplemental income for these individuals. The Urban County and HOME Consortium 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. The Consortium will also provide HOME funds through contracts with local nonprofit organizations to provide eviction prevention, utility assistance and foreclosure prevention funds to extremely low-income residents. In addition, the Urban County will fund supportive services to the homeless, as funding becomes available.

With extensive cooperation and financial assistance from the City of Ann Arbor and Washtenaw County, Avalon Housing now has 141 permanently affordable rental units available for very low-income persons, including those who live below the poverty level. Almost all of Avalon's tenants have incomes below 30% of median. Washtenaw Affordable Housing Corporation also has 90 permanently affordable rental units in the

city available for very low-income persons. Other nonprofit entities such as Community Housing Alternatives, Michigan Ability Partners, Ozone House, and Dawn Farm provide housing for extremely low-income individuals and families. The Consortium intends to work with several nonprofit agencies in order to increase the supply and improve the conditions of transitional housing and permanent housing for the homeless. Rental subsidies and supportive services are being provided to very low-income (<30%) residents.

The Urban County and the HOME Consortium also intend to provide funding for agencies to provide supportive services to lower and very low-income persons within the community. Preference will be given to very low-income residents.

In 2000, phase 18 of the Emergency Food and Shelter Board Program resulted in approximately \$6,000 being awarded to local agencies to support housing and food needs of very low-income individuals and families. This amount is a significant reduction from past year totals. The loss of these federal funds reduces emergency services to extremely low-income persons.

The Washtenaw Intergenerational Supported Housing (WISH) Program continues as a collaborative supportive services initiative with several local nonprofits to provide services to approximately 150 homeless individuals in the County.

The Washtenaw Human Services Collaborative Council (HSCC) is this County's implementation of the state-mandated Multi-Purpose Collaborative Body community planning process. The HSCC has a long range "Washtenaw Community Prevention Plan." This plan includes prevention strategies with outcomes that address Healthy Births, Healthy Children, School Success and Safe Children and Youth.

Lead Based Paint Hazard Evaluation and Reduction

During the program year, the Consortium and the Urban County, in coordination with the County's CDBG Housing Rehab/Weatherization program, will take action to evaluate and reduce lead-based paint hazards in each housing unit assisted through its rehabilitation program. Lead-based paint hazard reduction is an integral part of the housing rehabilitation efforts that will be funded by this CDBG and HOME dollars. All housing units assisted will be inspected and evaluated for potential lead-based paint hazards. 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 performed.

The Urban County and HOME Consortium will distribute an educational notice to all housing rehabilitation assistance recipients. This notice describes 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. This notice is also available to the general public.

Coordination

The Community Development program of the Washtenaw County Department of Planning and Environment will monitor the implementation of the Consolidated Strategy and Plan since it already administers and monitors the MSHDA Community Development Block Grant, the HOME Program, and City General Fund Human Services allocations. The Community Development program has strong ties with area service

providers and will be able to work to ensure that local housing and supportive services programs are compatible with the priorities outlined in the County's Consolidated Plan. As applications are received for assistance, the Community Development staff will review and make recommendations to the HOME Consortium Board and Urban County Executive Committee.

The Community Development program will maintain regular contact with area service providers and citizen groups through participation in various task forces, boards, public hearings, and neighborhood meetings. In addition, the Community Development program will provide staff assistance to the HOME Consortium Board and Urban County Executive Committee. The HOME Consortium and Urban County will also continue their cooperation with Washtenaw County, the Chamber of Commerce, and other local entities. Through these coordination activities, community development staff will continue to emphasize the role of the CDBG and HOME programs in addressing housing and human service needs, and will recommend financial support as appropriate to housing projects and human service agencies.

D. Matching Requirements

The twenty-five (25%) percent HOME matching requirement for FY 2003-04 (\$170,307) is expected to be primarily provided by the following sources: 1) supportive services for the two units of assisted housing that will be funded by the HOME Consortium; and 2) the Washtenaw County General Fund.

E. Administration and Monitoring

All HOME and CDBG projects and programs will meet HUD requirements. Program and planning requirements will be met through:

- staff's ongoing efforts to insure compliance;
- attendance at technical assistance workshops and conferences;
- a feedback system that includes public hearings and public meetings;
- periodic monitoring of sub-recipient activities;
- oversight by various citizen committees; and
- a final review and approval by the Urban County Executive Committee and/or the HOME Consortium Board.

Nonprofit entities receiving funds that are over established threshold limits will be required to provide the Urban County and/or the HOME Consortium with copies of audits as well as single audits (when appropriate) completed by private firms. In addition to audits, nonprofits are required to report semi-annually on program outcomes. This information, coupled with the agency's contracted scope of services, will provide staff with the necessary tools to monitor program effectiveness. Staff members will also review non-profit boards' minutes, financial reports and Federal 990s. This information will provide a clear indication of board oversight and administrative control. Finally, staff will review the independent auditor's Management Letter that often singles out key areas where fiscal and administrative controls are weak. Designated Urban County and HOME Consortium members will also undertake regular monitoring visits to insure program compliance.

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Upon plan approval, the HOME Consortium and Urban County members will develop a formal set of procedures for administration and monitoring. Features of the guidelines will include standards and procedures to ensure goal completion, monitoring requirements including timeliness of expenditures, assurance of long-term compliance with housing codes and procedures for monitoring sub-recipients.