Fourth Program Year CAPER

The CPMP Fourth Consolidated Annual Performance and Evaluation Report includes Narrative Responses to CAPER 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.

The grantee must submit an updated Financial Summary Report (PR26).

GENERAL

Executive Summary

The Office of Community & Economic Development (OCED) continues to implement changes in its structure and programming in an effort to provide cost effective, timely and efficient services to the general public and stakeholders. The Washtenaw County Office of Community & Economic Development continues to strengthen their ties:

1. Organizational Structure
    a. On January 1, 2012, the Washtenaw County Office of Community Development, Economic Development & Energy Department, and Employment Training and Community Services officially merged to become the Washtenaw County Office of Community & Economic Development. This new department has increased organizational sustainability and efficiency and offers improved service delivery to the public.
    b. OCED continues to collaborate with the Michigan Coalition Against Homelessness (MCAH), and other communities in our region to implement and support our local Homeless Management Information System (HMIS), continuing to utilize Service Point as the platform. OCED has executed a contract with Community Housing Network (CHN) to provide technical assistance and support to the local HMIS agencies.
    c. The seven new members of the Washtenaw County Urban County Executive Committee, the City of Saline, Dexter Township, Lima Township, Manchester Township, Webster Township, Saline Township and the Village of Manchester, attended introductory Executive Committee meetings in preparation for their official membership which began on July 1, 2012.

2. Administrative
    a. Staff from the Housing Rehabilitation and Weatherization programs are working together to merge the two programs starting with the intake process, procurement, and contractor recruitment.
    b. A Request for Proposal was issued to solicit proposals from developers for owner and rental affordable housing projects. Eight proposals from five different agencies were awarded HOME and CDBG funds.
    c. A Community Housing Development Organization (CHDO) Operating Request for Proposal was issued and two affordable housing

developers, Avalon Housing, Inc. and Community Housing Alternatives received CHDO operating funds.

d. OCED continues to implement the goals and mandates from the Section 3 Plan approved in July 2010. OCED Rehabilitation staff work with non-profit agencies, general contractors and subcontractors to provide technical assistance and ensure the Section 3 regulations are adhered to for eligible Section 3 covered projects. OCED, which has included workforce development staff since the merger, has been better able to market opportunities for potential Section 3 new hires. OCED construction contracts include the Section 3 provisions found at 24 CFR Part 135 as well as Davis-Bacon (when applicable).

3. Planning
   a. The County, in collaboration with 18 partner municipalities, non-profits, state organizations, educational institutions, and private businesses was awarded a HUD Community Challenge Planning Grant to encourage transit oriented development, multi-modal access, energy efficient affordable housing, healthy communities, food-related entrepreneurship, and citizen participation throughout the urbanized area of the County.
   b. The County continues to partner with Community Action Network (CAN) to address widespread water drainage and housing problems in the Bryant Neighborhood in Ann Arbor.
   c. OCED staff continues to partner with the City of Ann Arbor nuisance committee and staff from Ypsilanti Township and the City of Ypsilanti to identify blighted and dangerous buildings for demolition. OCED staff administers the demolition programs for the City of Ann Arbor and the City of Ypsilanti, including, but not limited to: ordering asbestos surveys, bidding the projects and managing the projects to ensure the state and federal regulations are adhered to.
   d. Since 2001, Washtenaw County has lost over 14,000 manufacturing jobs. With the closing of ACH, Exemplar and the Willow Run GM facility, employment in the City of Ypsilanti and surrounding townships has been significantly impacted. Ypsilanti Township residents have experienced a 20% reduction in per capita income, twice the rate of decline compared to the county and State of Michigan. In response to these economic conditions, the Eastern Leaders Group initiated three economic stimulus programs during the past year: the SPARK East Business Incubator and two Business Microloan Funds. These programs are designed to help existing companies grow and take companies from a start up stage to production. In addition, Ypsilanti Township is exploring a partnership with the Wayne County Land Bank to acquire foreclosed houses to stabilize neighborhoods. The Township allocated $100,000 to Habitat for Humanity to acquire, rehabilitate and sell foreclosed houses to low-income homebuyers.
   e. OCED staff continues to meet with the Cross Street Revitalization Project Group on strategies to revitalize Cross Street in the City of Ypsilanti.
   f. The Office is leading the Washtenaw Corridor Study Group to discuss housing, infrastructure and transportation options along the Washtenaw Avenue corridor which connects the City of Ann Arbor, Pittsfield Township, Ypsilanti Township, and the City of Ypsilanti.

4. Housing Rehabilitation Programs
    a. Completed 21 owner-occupied housing rehabilitation projects
    b. Completed 21 emergency repair projects
    c. Completed 1 energy efficiency project
    d. Completed 5 manufactured housing projects
    e. Completed 11 accessibility ramp projects
    f. Completed 200 weatherization projects

5. Affordable Housing Program - Developers
    a. Completed all of portions of 7 affordable rental housing projects
        i. Completion of roofing, façade, and general exterior work on 6 units of Permanent Supportive Housing units at 610 W. Summit. Interior work on units is scheduled for the upcoming program year, at which point the units will be reported. – Avalon Housing Inc.
        ii. Rehabilitation of 12 units at 3033-3035 Valencia – Community Housing Alternatives.
        iii. Rehabilitation of 5 units of Permanent Supportive Housing at 3335-3337 Platt Rd. – Michigan Ability Partners.
        iv. Certificates of Occupancy issued for 75 units of affordable rental housing at Hamilton Crossing in Ypsilanti City – Ypsilanti Housing Commission.
        v. New construction of 39 affordable housing units for households at 50% AMI or less; 14 of which are set aside as Permanent Supportive Housing Units, North Main Street, planning completed and financing underway – Avalon Housing Inc.
        vi. Acquisition and rehabilitation of 23 units of affordable housing at 701 Miller; 12 units completed. - Avalon Housing Inc.
        vii. Approved funding for rehabilitation of 8 units of rental housing at 2815 Burton Road

    b. Completed 35 affordable homebuyer projects
        i. Completed the acquisition of 4 properties with down payment assistance by homeowner with Habitat for Humanity with HOME funds.
        ii. Completed acquisition, rehabilitation and resale to 12 eligible homebuyers of with Habitat for Humanity of Huron Valley which includes 11 NSP projects, and 1 HOME Project.
        iii. Completed the acquisition and/or rehabilitation of 7 single family properties by homeowners, whose projects were managed by Community Housing Alternatives.
        iv. Completed the acquisition of 12 cooperative units with membership down payment assistance by new members with Forest Hills Cooperative and Arrowwood Hills Cooperative.

    c. Mini-grants – provided 3 small grants to local housing providers to improve operations
        i. Ann Arbor Housing Commission: Tenant and Landlord Training and HUD SEMAP Training for Agency Staff.
        ii. Habitat for Humanity of Huron Valley: Zingerman's Team Building Training.

6. Relocation Program
    i. Sent eligibility notices to residents at 1500 Pauline (Pauline Apartment) began relocation assistance, which includes tenant advisory services, moving cost assistance, security deposit/application fee assistance and rental housing payments. All residents must relocate by September 19, 2012.

7. Neighborhood Revitalization
    a. West Willow in Ypsilanti Township
        i. Youth recreational programs with Washtenaw County Parks & Recreation and Ypsilanti Township Parks & Recreation Departments.
        ii. Youth employment activities with ETCS, Michigan Works, Work Skills Corporation, Ypsilanti Public Schools, Willow Run Community Schools.
        iii. Homeowner education and financial literacy through the Washtenaw Housing Education Partners (WHEP) collaborative.
        iv. Completed the third year of the Ypsilanti Township Rental Code Enforcement program.
        v. Foot patrols by the Washtenaw County Sheriff's Department.
        vi. Partnered with the New West Willow Neighborhood Association (NWWNA) as they continue to increase community awareness about the services offered through OCED and other local agencies.
    b. Bryant/Arbor Oaks in Ann Arbor
        i. Supporting Community Action Network to organize the neighborhood around housing, infrastructure, safety, and youth issues.
        ii. Homeowner education around foreclosure issues.
        iii. Household survey and mapping tool around issues of water drainage and water damage.
        iv. Youth after school and summer activities
        v. Homeowner rehabilitation
        vi. Medical and Food assistance
    ii. South of Michigan Avenue in the City of Ypsilanti
        i. Worked with the City of Ypsilanti on a community stakeholder and resident survey to identify opportunities for improvements
        ii. Using CDBG funds for a playground reconstruction project at Perry School on Harriet Street.

8. Public Services Program
    a. Executed 3 CDBG grant agreements with nonprofit service providers for the 2011-12 fiscal year, and allocated City of Ann Arbor and Washtenaw County general funds to support 79 human services programs across 39 nonprofit service providers.
    b. Worked with area nonprofits, community funders, and advocacy groups to identify community-wide outcomes for school aged youth, early childhood, aging, and health service areas.
    c. Developed a Coordinated Funding strategy with local funders (United Way and Ann Arbor Area Community Foundation) to ensure effective resource distribution and greatest impact on community-identified issues.

d. Improved the Community Grants web-based application program to reflect a clearer final report for non-profit agencies.
e. Provided training sessions for Community Grants software to grant applicants and on-going technical assistance.
f. Worked with over 57 Barrier Busters nonprofit agencies to provide nearly $270,000 in emergency financial assistance through the Barrier Busters Emergency Unmet Needs Fund to 364 households for eviction prevention, move-in costs for people who are homeless, utility shut-off prevention, and more.
g. Developed agreement with local Continuum of Care (Washtenaw Housing Alliance) to coordinate funding review and monitoring processes for all local, state and federal homelessness funding, allowing the CoC to focus on education, advocacy, systems change, collaboration and outreach activities.
h. Coordinated HUD ESG and MSHDA (Michigan State Housing Development Authority) ESG to design a single point of entry for housing access, also known as Housing Access of Washtenaw County (HAWC).

9. Public Infrastructure and Facilities
    a. Ypsilanti Township - Road Improvements
    b. (1) Bagley Rd. between Forest and Holmes, (2) Elder St, Highland Ct. Firwood St., and Hazel Ct.- Completed
    c. Pittsfield Township – Completed CDBG portion of Sidewalk Improvement; Mid-Block Crossings are in planning stages.
    d. Superior Township – Completed Pine Court Road Improvements
    e. City of Ypsilanti – Demolitions of four blighted properties, ADA curb cuts, Parkridge Park Improvements, and Senior Center Improvements are all underway.

10. Code Enforcement (since this activity was not a specific goal for FY 11-12, it will not be included in the detailed CAPER narrative. However, there was significant code enforcement activity in the program year, so it is being reported below.)
    a. Third year program in Ypsilanti Township
        i. 294 units inspected in West Willow, Sugarbrook, Holmes Road, Thurston, and Ecorse Road neighborhoods
        ii. 1,522 violations found
        iii. 122 rental units certified for occupancy

11. Technical Assistance
    a. Provided technical assistance to Avalon Housing to execute a permanent relocation plan and process for the displaced residents at 1500 Pauline.
    b. Worked with 1 community organization to create appropriate legal entities, board structures and programs to qualify as Community Based Development Organizations.
    c. Assisted the City of Ypsilanti with creating demolition programs that adhered to federal and state regulations, including asbestos, lead, National Emissions Standards for Hazardous Air Pollutants (NESHAP), and Section 3 compliance.

d. Worked with developers of homebuyer projects to create and comply with program guidelines and federal regulations through compliance checklists, bi-weekly meetings and site visits.
e. Worked with Community Action Network to access funding to perform flood mitigation work.

The CAPER format is a template from HUD, which the County completes. In order to make the document less confusing, the HUD template questions are in blue and the County's responses are in black.

General Questions

1. Assessment of the one-year goals and objectives:
   a. Describe the accomplishments in attaining the goals and objectives for the reporting period?

OBJECTIVES AND OUTCOMES

The following objectives and outcomes are based on HUD's performance measure regulations. The number of units, households and individuals served are based on HUD CDBG and HOME-funded activities. County and City general funds were not included below, but are incorporated into other sections of this CAPER. The reporting period includes projects and services that were completed between July 1, 2010 to June 30, 2011. Projects that were underway, are not included for reporting purposes.

SPECIFIC OBJECTIVE: *PROVIDE DECENT HOUSING*
"Providing Decent Housing covers the wide range of housing activities that are generally undertaken with HOME, CDBG, or HOPWA funds. This objective focuses on housing activities whose purpose is to meet individual family or community housing needs. It does not include programs where housing is an element of a larger effort to make community-wide improvements, since such programs would be more appropriately reported under Suitable Living Environments." - *HUD*

OUTCOME: AFFORDABILITY

- Goal #1: 20 LMI households will become first time homebuyers by purchasing newly constructed or rehabilitated homes through Community Housing Alternatives and Habitat for Humanity of Huron Valley.
  - Improve access to affordable owner housing
  - Improve access to affordable owner housing for minorities
- Accomplishment: 23 households became first time homebuyers; 12 as part of Acquisition/Development/Resale program with DPA; 4 DPA; and 7 Homebuyer Acquisition and Rehabilitation.
    - Acquisition of 12 units by new member owners with membership down payment assistance managed by Arrowwood Hills Cooperative and Forest Hills Cooperative

- Goal #2: 47 Rental Units will be Acquired and/or Rehabilitated by a CHDO or non-CHDO Housing non-profit for special needs, homeless, and/or households with incomes under 50% of AMI
  - Improve the quality of affordble rental housing
  - Improve access to affordable rental housing
- Accomplishment: 92 rental units were acquired and rehabilitated

- Goal #3: 39 units of new affordable rental housing will be constructed for households with incomes under 50% of AMI
    - Improve the quality of affordable rental housing
    - Improve access to affordable rental housing
- Accomplishment: 0 rental units were constructed

- Goal #4: 33 LMI households will receive low or no interest loans/grants to rehabilitate their homes for increased safety and quality.
    - Improve the quality of owner housing
    - Resolve emergency issues
    - Lead-based paint remediation
    - Energy Improvements
    - Accessiblity Improvements
- Accomplishment: 55 homeowners received services through the housing rehabilitation program

SPECIFIC OBJECTIVE: *SUITABLE LIVING ENVIRONMENT*

"Creating Suitable Living Environments relates to activities that are designed to benefit communities, families, or individuals by addressing issues in their living environment. This objective relates to activities that are intended to address a wide range of issues faced by low- and moderate-income persons, from physical problems with their environment, such as poor quality infrastructure, to social issues such as crime prevention, literacy, or elderly health services." - *HUD*

OUTCOME: SUSTAINABILITY

- Goal #1: 27 public infrastructure and neighborhood improvements will have increased functionality and appearance
    - Improve quality/increase quantity of public infrastructure and neighborhood improvements for lower income persons
- Accomplishment: 33 new public infrastructure and improvement projects were completed in Ypsilanti City, Ypsilanti Township, and Superior Township.

- Goal #2: 1 public facilitie will have increased functionality and improved appearance
    - To promote community & neighborhood stability through the improvement of existing or the construction of new community facilities, parks, & green spaces in low and moderate-income neighborhoods.
- Accomplishment: 0 public facility projects were completed.

- Goal #3: 3 blighted properties will be demolished in the City of Ypsilanti and Ann Arbor City
    - To improve the sustainability of low- and moderate-income neighborhoods, in order to create a suitable living environment.
- Accomplishment: 0 demolition projects were completed.

- Goal #4:
    - 2 Community Development Based Organizations (CBDO) were funded to revitalize neighborhoods.

  Accomplishment:
    - 2 CBDO's were selected for funding contingent on meeting the CBDO certifications and 2 CBDO's have executed contracts.

OUTCOME: AVAILABILITY

Objective	Goal	Actual
Participants who maintained permanent housing for at least 12 months following exit (include IMMEDIATE PAST reporting period program participants only).	30	32
Participants who obtained permanent housing at program exit (include CURRENT reporting period program participants only).	40	43
Participants placed into housing as a result of engagement efforts by outreach and engagement programs (include IMMEDIATE PAST reporting period program participants only).	60	61
Participants who obtained a positive housing outcome at program exit (include CURRENT reporting period program participants only).	80	81
Participants who exited and did not return to emergency shelter in a 12-month period (include IMMEDIATE PAST reporting period program participants only).	90	101
Participants who became engaged in a service relationship as a result of support from outreach and engagement programs (include CURRENT reporting period program participants only).	350	319
Participants who maintained permanent housing for at least 12 months following exit (include IMMEDIATE PAST reporting period program participants only).	40	33
Participants who maintained or increase their income within 12 months of program entry (include IMMEDIATE PAST reporting period program participants only).	55	46
Participants who showed aggregate gains in self-sufficiency within 12 months of program entry, as measured by an increase in total score on the Self-Sufficiency Matrix (include IMMEDIATE PAST reporting period program participants only).	45	46
Participants who maintained permanent housing for at least 6 months following exit (include IMMEDIATE PAST reporting period program participants only).	45	46
Patients/clients demonstrating improvement in health knowledge and behavior	2400	2427
Patients/clients effectively managing chronic illness	2400	2427
Patients/clients regularly accessing and consuming healthy foods	2400	2427
Patients/clients linked to mental health or substance abuse services	2400	2427
Parents developing measurably stronger parenting skills and capacities	18	16
Parents access early literacy resources and prepare their children for school success	20	30
Families increasing the practice of safe behaviors, including safe sleep, abuse prevention, and correct car-seat use	19	34
Parents enrolled in health insurance	18	33
Parents regularly access information and community-based support services	19	31
Children enrolled in health insurance	19	38
Parents report that they are aware of how to access community-based support services	19	32
Families and children regularly accessing medical and dental providers for ongoing check-ups and well-baby/child visits	19	39

Objective: To improve the availability/accessibility of public services for low and moderate-income residents, in order to create a more suitable living environment.

b. Provide a breakdown of the CPD formula grant funds spent on grant activities for each goal and objective?

- SEE Appendix 8 Summary of Specific Annual Objectives

c. If applicable, explain why progress was not made towards meeting the goals and objectives?

The County did not achieve all of its objectives and outcomes from FY 2011/12.

Affordability Goal #4, Construction of Affordable Rental Housing - The construction of Avalon's planned Near North affordable housing complex is still in the financing stages.

Suitable Living Environment Goal #1, Public Infrastructure and Neighborhood Improvements – Each of these projects that have not been completed are either in planning stages or are underway.

Suitable Living Environment Goal #2, Public Facilities – The Ypsilanti Senior Center Improvements project will be bid out in the fall of 2012 with the advantage of having extra funding from the FY 12-13 CDBG entitlement.

Suitable Living Environment Goal #3, Demolition – The plan called for the demolition of six (6) blighted structures in the City of Ypsilanti using CDBG funds. After the completions of large scale NSP-funded demolition projects in Ypsilanti Township and Ypsilanti City during the program year, OCED and Ypsilanti City opted to pool three years' worth of CDBG funds (09-10, 10-11, and 11-12) to do a group of demolitions, which saves money through economies of scale. This project was bid out in August of 2012 and the demolition of four properties is set to begin in September 2012. There will also be enough CDBG funds left-over from this project to demolish three or four more properties, and Ypsilanti City will be identifying those properties in the fall of 2012.

The rental rehabilitation projects are all underway.

2. Describe the manner in which the recipient would change its program as a result of its experiences?

OCED staff will continue to work with officials from partner municipalities to streamline the bidding and construction processes for infrastructure and public facility projects. Our Housing and Infrastructure manager, in conjunction with our rehabilitation and construction specialists also continue to work with our non-profit housing partners during the financing, bidding, and construction phases of large multi-family projects. Large housing and infrastructure projects are inherently complex, but OCED and its partners strive to create efficiencies in the process as we deepen our staff's levels of experience.

The County has requested additional funding from HUD through several competitive grants because the demand exceeds the funding.

3. Affirmatively Furthering Fair Housing:
   a. Provide a summary of impediments to fair housing choice?
   b. Identify actions taken to overcome effects of impediments identified?

The Fair Housing Center of Southeastern Michigan completed an Analysis of Impediments to Fair Housing Choice in January 2011. The final report is currently available on the Office of Community Development website at the following link: http://www.ewashtenaw.org/government/departments/community_development/plans_reports_data/impediments-to-affordable-housing/impediments-to-fair-housing-urban-county

4. Describe Other Actions in Strategic Plan or Action Plan taken to address obstacles to meeting underserved needs?

   This question is answered in the sections on Barriers to Affordable Housing and Homelessness.

5. Leveraging Resources
   a. Identify progress in obtaining "other" public and private resources to address needs?
   b. How Federal resources from HUD leveraged other public and private resources?

   See Appendix 1 Federal resources
   See Appendix 2 State resources
   See Appendix 3 Local resources

   c. How matching requirements were satisfied?

   See Appendix 14 for HOME Match Report

Managing the Process

1. Describe actions taken during the last year to ensure compliance with program and comprehensive planning requirements?

The lead entity for the Urban County is Washtenaw County Government, primarily through the Office of Community and Economic Development (OCED). Washtenaw County is the lead entity overseeing the development of the 5-Year Consolidated Strategy and Plan and 1-Year Annual Action Plans. Other public and private agencies responsible for administering the programs covered in the Annual Plan include Washtenaw County, the City of Ann Arbor Housing Commission, the City of Ypsilanti Housing Commission, the Washtenaw Housing Alliance, and the Community Collaborative of Washtenaw County. OCED contracts with three CDBG-funded non-profit organizations to provide public services to the community. The CDBG human service recipients were as follows: Catholic Social Services, Domestic Violence Project, and HIV/AIDS Resource Center. OCED contracts with private developers (both for-profit and non-profit) to provide and preserve affordable housing. OCED works with two Community Housing Development Organizations (CHDOs) to administer projects for the HOME program. Currently, OCED works with the following CHDOs and non-CHDO housing non-profits in the Urban County: 1) Avalon Housing, Inc. (special needs rental, permanent supportive housing); 2) Community Housing Alternatives (special needs rental and homeownership assistance); 3) Habitat for Humanity (homeownership assistance), and 4) Michigan Ability Partners (special needs rental/ permanent supportive housing).

Washtenaw County collaborated with the Continuum of Care Board/WHA to develop the 2008-13 5-Year Consolidated Strategy and Plan, the Continuum of Care Plan and the Blueprint to End Homelessness, along with over 350 community members that included non-profit housing and human service providers, government officials, business leaders, and consumers. The 2008-13 5-Year Consolidated Strategy and Plan incorporates the need assessments and strategies from these three community-wide plans.

OCED meets regularly with community members, citizen groups, elected officials, advisory boards, and non-profits on a wide range of community issues that impact comprehensive planning efforts. OCED staff members continued to ensure program compliance through the following: attendance at technical assistance workshops and conferences; a citizen participation process that includes opportunities for community engagement through public hearings and public meetings including the Urban County Executive Committee and Housing and Human Services Advisory Board; and periodic monitoring by HUD and MSHDA. All federally funded non-profit agencies are required to provide OCED with copies of independent A-133 audits each year. All general contractors working with OCED undergo an extensive qualification process that includes checking federal debarment status, contacting customer references, reviewing financial resources, and checking the status of the builder's license with the State of Michigan. All agency and contractor files are maintained at the OCED office.

Staff members conducted desktop and annual monitoring on-site visits with CDBG, City/County General Fund, and HOME-funded organizations to review program performance, CHDO status, organizational capacity, recordkeeping, and financial management. Staff members also reviewed audits, financial reports and Federal 990 tax forms; and scheduled site visits to ensure program and financial compliance. This information provided a clear indication of board oversight and administrative control. The monitoring process consisted of an official monitoring letter sent by OCED staff along with a checklist of items that would be tested, an on-site visit between OCED and agency staff, and a review of agency records and files. A summary report with findings and/or concerns is sent after the on-site visit, and staff schedules follow-up visits to ensure that the agencies are complying with federal regulations. In addition, bi-annual performance reports were submitted in the Community Grants online system by the human service agencies, and developers were required to provide set-up and completion reports for all HOME housing projects. Bi-weekly and monthly meetings are held with OCED staff and the housing providers to review the status of projects and contracts as well as resolve problems.

The Rehabilitation Specialists conduct pre-inspections on each potential project. The Intake Specialist meets with homeowners applying for housing rehabilitation assistance to discuss the program requirements as well collect mortgage, property tax, debt, income, and asset information to determine eligibility. A rehabilitation team meeting was held weekly for staff to discuss projects and available funding, resolve problems and ensure compliance with regulations. The Intake Specialist and Rehabilitation Specialist conduct a pre-construction meeting with the contractor and homeowner to execute contracts, review final work specifications, discuss guidelines, set expectations for performance, and issue the Notice to Proceed. The Rehabilitation Specialists conduct progress inspections throughout the construction phase to ensure the work is in compliance with local and federal regulations as well as sign off on all contractor requests for payment and change orders.

Staff members reviewed design plans and assisted with the creation of RFP's for the public facilities and infrastructure improvement projects to ensure compliance with federal regulations including Davis-Bacon and Section 3. Staff members attended the pre-bid walkthroughs at the project sites and pre-construction meetings. The Rehabilitation Inspector conducts progress inspections and provides reports to the municipalities and their designees (i.e. outside engineering firms) on any issues that arise with the public facilities and infrastructure projects. The Rehabilitation Inspector conducts on-site Davis-Bacon interviews and certifies the payroll information prior to the approval of payment requests. The Rehabilitation Inspector also works with contractors and subcontractors to meet the federal requirements on all Section 3 covered construction projects.

Citizen Participation

1. Provide a summary of citizen comments.

   No citizen comments were received during the 15-day public comment period.

2. In addition, the performance report provided to citizens must identify the Federal funds made available for furthering the objectives of the Consolidated Plan. For each formula grant program, the grantee shall identify the total amount of funds available (including estimated program income), the total amount of funds committed during the reporting period, the total amount expended during the reporting period, and the geographic distribution and location of expenditures. Jurisdictions are encouraged to include maps in describing the geographic distribution and location of investment (including areas of minority concentration). The geographic distribution and expenditure requirement may also be satisfied by specifying the census tracts where expenditures were concentrated.

SEE Appendix 7 Project Summary by Program.

Institutional Structure

1. Describe actions taken during the last year to overcome gaps in institutional structures and enhance coordination?

OCED spent FY 11 ensuring a smooth consolidation of what were formerly three separate Washtenaw County Departments—Community Development, Employment Training and Community Services, and Economic Development and Energy—into the Office of Community and Economic Development (OCED). The new Office has four departments: Human Services, Workforce and Economic Development, Housing and Infrastructure,and Finance and Operations. Shortly following the organizational consolidation, the new Office of Community and Economic Development also physically consolidated to one County building. This proximity has allowed for greater cohesion and communication among the various groups which has resulted in working groups such as the "Metrics Taskforce," which is responsible for collecting and disseminating data and accomplishments from the various OCED Departments. Also in FY 11, the Weatherization and Single Family Rehabilitation programs adopted a single intake process. OCED continues to hold regular meetings and team-building exercises to make the Office a more cohesive unit and identify efficiencies.

Aside from the consolidation, OCED continued to work on the following activities to overcome gaps in institutional structures and to facilitate partnerships within and between governmental entities:

- As of January 1, 2012, County Commissioner Leah Gunn, the Chair of the Urban County Executive Committee, stepped down from this position, and County Commissioner Yousef Rabhi stepped in to fill the seat. Beginning on July 1, 2012, the Urban County was joined by seven new members, and is now comprised of the following: *the City of Ann Arbor, the City of Ypsilanti, Ypsilanti Charter Township, Pittsfield Charter Township, Ann Arbor Charter Township, Bridgewater Township, Salem Township, Superior Charter Township, York Charter Township, Scio Township, Northfield Township, Dexter Township, Lima Township, Manchester Village, Manchester Township, Saline City, Saline Township, and Webster Township.*
- OCED worked with other funders on an integrated funding model for sustainable homeless supportive services and coordinated funding process for human services
- The County contracted with the Washtenaw Housing Education Partnership (WHEP) to provide homebuyer education, tax and mortgage foreclosure assistance, financial literacy, advocacy, and down payment assistance to first time and former homeowners. WHEP includes Community Housing Alternatives, MSU Extension, POWER Inc., Habitat for Humanity of Huron Valley, Housing Bureau for Seniors and the Washtenaw County Treasurer's Office.
- OCED continued to administer the Barrier Busters program. Barrier Busters is a public-private partnership of almost 50 community agencies from a variety of fields that meet monthly to develop a coordinated response to address gaps and critical community needs.
- Community Action Network (CAN), who contracts with the City of Ann Arbor to run the Bryant Community Center, has organized a Bryant Task Force to address neighborhood issues such as crime, youth activities, foreclosures, and water drainage problems. OCED, along with City and County staff from other departments worked with the task force to identify problems and solutions. The task force includes neighborhood residents, council members, and professionals such as realtors and nonprofit housing developers. This neighborhood is a target revitalization neighborhood. OCED has marketed its homeowner rehabilitation program extensively and has rehabilitated a large portion of the homes. Flooding and poor drainage has been a persistent problem in the neighborhood, and its causes are numerous. The City of Ann Arbor completed a major overhaul of the public stormwater system in the neighborhood, and various City and County agencies, including OCED, continue to work with CAN and Bryant Neighborhood residents to fix these problems. These solutions range from creating awareness about the importance of individual property and drain maintenance to organizing volunteer work-groups to uncover and fortify drains to hiring contractors to correct grading problems that have emerged over multiple properties. OCED provides technical assistance for these projects and also helps find and procure funding and resources.
- The County is working in two neighborhoods to develop a green affordable demonstration project. In order to encourage green and energy efficient construction, the County will oversee a housing construction demonstration project that will include hands-on workshops for people in the construction trades to learn how to install green technologies. The project will include workforce development for low-income and underserved populations to

develop construction skills. Existing building codes will be evaluated and amended if needed to enable cutting edge technologies to be installed.

- Based on a formula allocation, Washtenaw County received $766,690 in Energy Efficiency Community Block Grant (EECBG) funds to advance energy efficiency and conservation in our community. These funds were awarded through the U.S. Department of Energy, which administers this program. Through investigation and policy discussions, Washtenaw County will utilize its funds in a variety of activities, many intended to start long term programs that will have ongoing impacts on energy usage in our community. These include:
    - **County Facility Retrofits** - This activity included the installation of solar hot water systems and LED lighting conversion to achieve energy savings.
    - **Solar Energy Demonstration Project** - This activity included the installation of a 10KWh solar photovoltaic system on a county facility.
    - **Energy Policy** - A portion of the EECBG funding will be used to support the development of a comprehensive energy policy for Washtenaw County. At a minimum, this policy is intended to identify categories and targets for improving efficiency, as well as a commitment to share information on progress attaining those goals.
    - **Technical Assistance** - A portion of the award will be used to partner with the Southeast Michigan Regional Energy Office, which will provide technical assistance to Washtenaw County in undertaking energy efficiency activities and supporting capacity to undertake such work throughout SE Michigan.

The County continued the following initiatives to enhance intergovernmental cooperation:

- OCED continued to explore opportunities to combine staff positions and eliminate duplicative processes. In 2010, the City of Ann Arbor and Washtenaw County renewed the operating agreement for the Office of Community Development further clarifying the roles and responsibilities between both municipalities. Over the last twelve months, the Office of Community Development, Energy and Economic Development, and Employment Training and Community Services leadership worked on a plan to consolidate the operations of the three units per the charge of the County Administrator to explore ways to maximize services to County residents. The Board of Commissioners and City Council approved the consolidated of the three units into the Office of Community and Economic Development (OCED). The consolidation was implemented on January 1, 2012. The divisions within OCED are as follows: Housing & Community Infrastructure, Economic & Workforce Development, Human Services, and Finance & Operations. The new department will increase organizational sustainability and improved service delivery.
- OCED received approval from the State of Michigan's Historic Preservation Office to execute a memorandum of understanding with the County's Economic Development and Energy Department to complete the SHPO reviews as required to meet the HUD environmental regulations.
- OCED continued to work to integrate additional processes, forms, requests for proposals, and the housing rehabilitation program, with the goal of creating efficiencies and sharing staff expertise across programs. This collaboration will continue to focus on the following areas including but not limited to,

development of new programs, monitoring, grant applications and consolidated funding.

- OCED continued its membership in the Washtenaw County Funders Forum, meeting with the Ann Arbor Area Community Foundation, the Knight Foundation, the Washtenaw United Way, and the Department of Human Services to enhance a systems approach and coordination in funding. This system includes an online application and performance reporting system for human services funding.
- OCED partnered with the Continuum of Care Board and Washtenaw Housing Alliance to implement the Washtenaw County 10-Year Blueprint to End Homelessness. OCED continued to collaborate and coordinate with other funders through the Funders Forum for public services, and with MSHDA, Ann Arbor DDA, FHLB, and CSH for housing projects.
- OCED continued to work with several homeless service providers to implement a homelessness tracking system, Service Point, in order to provide better statistics related to homelessness and coordinate the delivery of services to this population.

Monitoring

1. Describe how and the frequency with which you monitored your activities?

To ensure compliance with program requirements, OCED includes program requirements and HUD regulations including but not limited to Section 3, Davis Bacon, National Objective eligibility and debarment in all contractual agreements. OCED also provides technical assistance whether one-on-one or in small groups, often on-site and at the beginning of the fiscal year as well as when projects are underway. OCED defines clear expectations regarding performance standards and ensures that their own internal policies and procedures are adhered to. OCED will monitor and evaluate activities to be carried out in furtherance of the 5-Year Consolidated Plan and the goals and objectives set forth in the Annual Action Plan.

A monitoring schedule is established at the beginning of each fiscal year, as well as an individual monitoring checklist for each funded activity. OCED staff conducts annual on-site programmatic and financial monitoring reviews of CDBG human services agencies, municipalities that receive CDBG funds for public facility and infrastructure improvement projects and HOME funded housing providers to ensure systems are in place to verify income eligibility and Urban County residency as well as to discuss organizational challenges and general operations. On-site programmatic monitoring reviews are conducted with General Fund human service agencies at least once every two years (more frequently if the sub-recipient is new or is having difficulty meeting program or contract requirements). Staff also reviews the agency's financial management systems, audits, their files and records of federally-funded and locally-funded projects completed in the past year. Staff prepares a final monitoring report that summarizes the information gathered during the site visit, including concerns and findings with a deadline for submitting a corrective plan. Staff forwards a copy of the report to the agency and municipality. Regular review of monthly or quarterly reports, program evaluation forms, program visits and phone calls are also part of program monitoring procedures.

Components of project monitoring include: compliance with eligible activities and National Objectives;, HUD program rules and administrative requirements; progress against production goals; needs for technical assistance; and evidence of innovative

or outstanding performance. Financial monitoring ensures that agencies and municipalities comply with all of the federal regulations governing their financial operations. This includes reviewing original supporting documentation for payments approved by OCED, time sheets and payroll journals, general ledger structure and expenditures, procurement and financial procedures, bank statements, internal controls, and financial transactions to ensure that they are within the approved budget, and that expenditures are eligible and reasonable. In addition to the monitoring visits, OCED ensures compliance with all program regulations for all funding sources, including CDBG, HOME, NSP and ESG.

Rehabilitation Specialists also provide technical assistance and support to non-profit housing developers and homeowners who are receiving financial assistance for repairs their residential dwellings. The Rehabilitation Specialists conduct on-site inspections, lead-based paint and asbestos assessments, and monitors the progress of construction by contractors and subcontractors. Rehabilitation staff ensures that the scope of work includes all items necessary to bring the building into compliance with state and local building codes and that the proposed materials to be used are of a reasonable quality and price.

On-site HQS inspections of HOME-funded rental housing developments are conducted by the Rehabilitation Specialists each year based on the number of units, in compliance with Federal regulations and during the applicable period of affordability: *every three (3) years for projects of one to four units; every two years for projects with five to 25 units; and annually for projects with 26 or more units.* In addition, OCED will inspect properties during the compliance period to ensure that properties remain in a decent, safe, and sanitary condition. The results of the HQS inspections are documented by the Rehabilitation Specialists and a report is provided to the housing developer with a summary of the pass/fail items and a date for resolving all corrections identified in the report. OCED staff annually certifies the income and rent of tenants living in HOME-assisted rental housing developments. During the on-site monitoring visit, all aspects regarding the leasing of the affordable units are monitored. It begins with a review of the components of the affordable housing agreement with leasing and management staff to ensure that all parties understand the requirements. Additionally, the lease, rental amounts and rent roll, tenant selection policy and process, waiting list procedures, property marketing plan and fair housing notices are reviewed. Occupancy reports submitted by the owners are reviewed while on-site to verify that the information being reported to OCED is substantiated by the documentation in the file.

OCED monitors the homeownership program by coordinating with lenders, requiring homeownership education certification, analyzing the debt capacity of potential homeowners, and discouraging buyers from participating with predatory lenders. The Rehabilitation Specialists conduct on-site inspections, and asbestos and lead-based paint assessments are required before the home is purchased. An energy audit is required prior to rehabilitation and the recommendations from the audit are incorporated into the specifications, to the extent that the energy efficiency improvements are financially feasible.

OCED staff ensures compliance to regulations by attending HUD-sponsored trainings, regular use of the HUD Office of Community Planning and Development (CPD) website and consultation with local HUD CPD representatives. The Michigan State Housing Development Authority (MSHDA) has been instrumental in providing technical assistance to train staff, develop criteria for reviewing affordable housing

proposals, and assisting non-profit developers to create sustainable developments. OCED coordinates with the other funding sources for housing projects to increase efficiencies and increase consistency of monitoring procedures.

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

2. Describe the results of your monitoring including any improvements?

OCED staff conducted eight (8) coordinated on-site monitoring visits to general fund and/or federally funded non-profit human services providers. A database was created to track agency responses to the monitoring summary letters that identified regulatory findings and concerns from the on-site visit. By year end, each agency had implemented corrective actions and/or submitted recommendations that were approved by OCED.

The following improvements were implemented by individual agencies:

- Records Retention Policy adopted
- Financial procedures adopted
- Internal Controls implemented
- Privacy Policy adopted
- Purchasing Policy adopted
- Non-Discrimination Policy adopted
- Internal Controls modified
- Anti-virus and firewall software installed
- Cost allocation plan adopted
- Tenant Selection Policy revised to comply with Affirmative Fair Marketing
- Internal Program Evaluation adopted
- Lease revised to remove a HOME prohibited provision
- Case-file documentation enhanced
- HMIS-data entry enhanced
- Staff wages were increased to meet local living wage ordinances
- Clients files organized to be consistent and accessible to staff
- Community Services and Governance Standards adopted

3. Self Evaluation
   a. Describe the effect programs have in solving neighborhood and community problems?
   b. Describe progress in meeting priority needs and specific objectives and help make community's vision of the future a reality?
   c. Describe how you provided decent housing and a suitable living environment and expanded economic opportunity principally for low and moderate-income persons?
   d. Indicate any activities falling behind schedule?
   e. Describe how activities and strategies made an impact on identified needs.
   f. Identify indicators that would best describe the results?
   g. Identify barriers that had a negative impact on fulfilling the strategies and overall vision?
   h. Identify whether major goals are on target and discuss reasons for those that are not on target?

i. Identify any adjustments or improvements to strategies and activities that might meet your needs more effectively?

The entire CAPER is a self-evaluation of the County's programs and the answers to these questions are covered in all of the other sections and appendices.

Lead-based Paint

1. Describe actions taken during the last year to evaluate and reduce lead-based paint hazards?

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

In accordance with federal regulations, the Intake Specialist or Rehabilitation Specialist distribute the *EPA/HUD "Protect Your Family From Lead In Your Home"* pamphlet, and provide a copy of the lead report to the homeowners receiving housing rehabilitation assistance. The information covers the dangers of lead-based paint, symptoms of lead paint poisoning, and provides instructions on actions to be taken if symptoms of lead-based paint poisoning are present.

OCED continues to work closely with HUD and other regional agencies to obtain training, information, and funding for these required efforts. Since 2009, OCED staff have conducted an annual training session with all active contractors and perspective contractors interested in bidding on housing projects. OCED continues to encourage all contractors to become EPA and HUD lead certified renovators.

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

The County's Department of Public Health provides screening for children that may have been exposed to lead in their environment and to families with targeted aged children that receive assistance. Public health staff will provide information to any family who is concerned that they may be at risk. The County also has available two HEPA vacuums for public use.

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

HOUSING

Housing Needs

1. Describe Actions taken during the last year to foster and maintain affordable housing?

See Appendix 7 Project Summaries by Program
See Appendix 9 Housing Needs Table

Specific Housing Objectives

1. Evaluate progress in meeting specific objective of providing affordable housing, including the number of extremely low-income, low-income, and moderate-income renter and owner households comparing actual accomplishments with proposed goals during the reporting period?

See Appendix 6 Summary table of demographics of individuals and households
See Appendix 7 Project summary by program
See Appendix 9 Housing needs table

2. Evaluate progress in providing affordable housing that meets the Section 215 definition of affordable housing for rental and owner households comparing actual accomplishments with proposed goals during the reporting period?

HUD outlines the criteria for local jurisdictions to qualify units assisted under the HOME program as "affordable housing" in Section 215 of the HOME Program regulations. To qualify as affordable, all rental and homeownership units constructed or rehabilitated with HOME funding must adhere to these regulations. It is the responsibility of each HOME participating jurisdiction to report to HUD the number of these affordable units completed on an annual basis. Also, even though the CDBG program does not require the qualification of units as "affordable" following the HOME Program Section 215 regulations, it is useful to keep track of all of the affordable units constructed or rehabilitated with CDBG and other types of funding. All the housing units funded by HOME and CDBG funds are in compliance with Section 215.

See Appendix 6 Summary table of demographics of individuals and households
See Appendix 7 Project summary by program
See Appendix 9 Housing needs table

3. Describe efforts to address "worst-case" housing needs and housing needs of persons with disabilities?

The housing rehabilitation program prioritizes eligible projects based on the condition of the property and the severity of the repairs needed to the property. Emergency cases were completed within several days of notification. In addition, households with children under the age of 6 who are living in housing that is likely to have lead and/or other code violations or unsafe living conditions are a high program priority. No families were relocated due to lead abatement requirements where children were

living in the household. Other program priorities include elderly households, female headed households, and households with a disabled family member.

The County provides development funds and program support funds to four non-profit housing providers whose mission is to provide housing for either persons with disabilities and/or experiencing homelessness. The County provides both federal and local funding for homeless shelters, supportive services and programming. Sixty-nine percent of the County's federally-funded programs served people with extremely low-incomes.

See Appendix 6 Summary table of demographics of individuals and households
See Appendix 11 Non-homeless needs table

Public Housing Strategy

1. Describe actions taken during the last year to improve public housing and resident initiatives?

The **Ann Arbor Housing Commission** (AAHC) contracts with several local nonprofit agencies to provide services to tenants who are living in public housing units including: Community Support and Treatment Services, Community Action Network, and Peace Neighborhood Center. In addition, the AAHC has a Memorandum of understanding with Ozone House and Interfaith Hospitality Network to provide housing for people who are receiving their services.

The AAHC has applied for or partnered with other agencies to apply for numerous grants to support additional services for residents. Catholic Social Services was the lead agency along with Avalon Housing, U-M Hospital, St. Joseph Mercy Hospital and many other partners, that received a 3-5 year grant from the Corporation for Supportive Housing to provide services and housing to homeless households that are high users of medical emergency services. SOS was the lead agency along with POWER, U-M, and Child Protective Services to apply for a grant to provide housing and services for households that are in danger of losing their children through Child Protective Services. The Washtenaw County Health Department was the lead agency that received a grant to develop and implement a smoke-free policy in public housing.

Community Action Network received a Residents Opportunity for Self-Sufficiency (ROSS) grant from HUD to improve resident access to programs and services that will lead to economic self-sufficiency. The ROSS funding includes programs for youth to improve their educational outcomes; programs for adults to increase literacy, life skills, financial literacy, and job skills; and programs to develop communities and tenant involvement. ROSS is currently working with three tenant organizations to revise their by-laws and hold elections so that they can take advantage of HUD funding for resident activities.

The AAHC sends out quarterly newsletters to all public housing residents and voucher tenants to keep them informed about changes in policies and procedures, notify them of board meetings and public hearings, and provide resources.

The Ypsilanti Housing Commission's jurisdiction is primarily the City of Ypsilanti, although like most PHAs, some of its Section 8 vouchers are used within a much larger area. The Ypsilanti Housing Commission (YHC) administrative offices are

within the southwest portion of Ypsilanti, an area that has recently come to be known as the Gateway area. The YHC currently operates **195 units** of public housing and 197 tenant-based Section 8 vouchers. They will continue to manage those units for the 2011-12 program year, as their budget allows. In addition, the YHC also provides support to the YHC **Resident Advisory Board**, which is composed of several residents, and meets on a bi-monthly basis to discuss issues of interest to YHC residents.

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

Barriers to Affordable Housing

1. Describe actions taken during the last year to eliminate barriers to affordable housing?

OCED has made the following changes and started the following initiatives to improve departmental outcomes:

- Participated with the WHEP program to provide trainings for participating lenders and realtors, which has begun to help the nonprofits market homeownership assistance and DPA projects. This effort has also educated local lenders and realtors about the program rules and requirements, which helps facilitate successful sales;
- Requested and obtained technical assistance funding from MSHDA for the HOME-funded CHDOs;
- Allocated additional administrative resources for staff to attend trainings including but not limited to HUD, MSHDA, FHLB, MCDA, and SEMCOG and also to pay for technical assistance in the coming fiscal year;
- Implemented a monitoring system and technical assistance plan for CHDOs, CBDOs and recipients of federal and local human services funding;
- Continued to work with the Townships, the City of Ann Arbor, and the City of Ypsilanti to develop politically feasible housing projects that address the needs of the lower-income population;
- Continued to work with local neighborhood organizations on community organizing and neighborhood revitalization initiatives targeted in the City of Ann Arbor;
- Continued working with MSHDA to develop a cohesive nonprofit capacity building strategy;
- Targeting local funding to fill gaps not covered by federal and state funding agencies; such as for predevelopment, homebuyer education, etc.
- In addition, OCED is working with the City's Public Services Unit (Utilities) on three joint programs for low-income homeowners. The City has annexation agreements with the surrounding townships. Low-income homeowners who cannot afford the annexation fee can apply for a fee waiver. OCED determines if the homeowner is eligible and Public Services waives the fee. Second, Public Services requires homeowners to maintain and repair their sidewalks. Again, low-income homeowners can apply for a grant to pay for the repairs if they are income-eligible. Finally, Public Services has implemented a city-wide conversion to automated water meter readings. The conversion process cannot be done on water pipes that are disrepair. OCED income-qualifies the tenant and provides a low-interest loan to repair the plumbing.

HOME/ American Dream Down Payment Initiative (ADDI)

1. Assessment of Relationship of HOME Funds to Goals and Objectives
   a. Evaluate progress made toward meeting goals for providing affordable housing using HOME funds, including the number and types of households served?

See Appendix 6 Summary table of demographics of individuals and households
See Appendix 7 Project summary by program
See Appendix 9 Housing needs table

2. HOME Match Report
   a. Use HOME Match Report HUD-40107-A to report on match contributions for the period covered by the Consolidated Plan program year?

See Appendix 14 HOME Match Report

3. HOME MBE and WBE Report
   a. Use Part III of HUD Form 40107 to report contracts and subcontracts with Minority Business Enterprises (MBEs) and Women's Business Enterprises (WBEs)?

See Appendix 13 Annual Performance Report - minority and women-owned business

4. Assessments
   a. Detail results of on-site inspections of rental housing?

Property Address	Owner	Number of Units	Property Inspection Date	Results
1010,1020,1030 Arbordale	Avalon Housing	10	January28, 2011	Passed
1675 Broadway	Avalon	4	November 10, 2010	Passed
1731 Du Vharen Rd.	Avalon	38	May 2010	Passed
1440 Pear	Avalon	20	January 2010	Passed
1500 Pauline	WAHC/Avalon	12	June 26, 2009	Passed
201 William	Avalon	6	November, 3, 2010	Passed
532 N. Main	Avalon	7	January 27, 2011	Passed
618 N. Main	Avalon	6	November 17, 2010	Passed
520 S. Division	Avalon	2	November 15, 2010	Passed
522 S. Division	Avalon	6	November 19, 2010	Passed
800 -824 Stimson	Avalon	23	November 6, 2010	Passed
610 W. Summit	Avalon	6	July 20, 2010	Failed – under rehab
1217 Huron	Avalon	7	November 23, 2010	Passed
115-119 Glendale	Avalon	4	August 17, 2010	Passed
411 N. Ashley	Avalon	6	December 14, 2010	Passed
1305-11 Pontiac Trail	Avalon	4	August 30, 2010	Passed
819 Third	Avalon	6	September 28, 2010	Passed

701 Miller	Avalon	23	December 15, 2009	Failed – under rehab
Courthouse Square	First Centrum	116	June 4, 2011	Passed
900 S. Maple	MAP	10	February 24, 2010	Passed
3331-3337 Platt	MAP	11	February 19, 2010	Passed
Total		**327**		

b. Describe the HOME jurisdiction's affirmative marketing actions?

In accordance with the regulations of the HOME Program, Section 92.351, and to further OCED's commitment to support non-discrimination and equal housing opportunities, OCED has established procedures to affirmatively market housing properties with five or more units. These procedures are included in the Housing Affordability Agreements executed between the County and the housing provider. Each rental project owner is required to develop an Affirmative Marketing Plan detailing efforts it will undertake. These plans are on file in the Office of Community & Economic Development. These procedures are intended to further the objectives of Title VIII of the Civil Rights Acts of 1968, and Executive Order 11063.

OCED monitors compliance with the affirmative marketing efforts through documentation and site visits. OCED provides information about federal fair housing laws and the County's Affirmative Marketing Policy and requires the use of equal opportunity language in advertising by property owners and by encouraging property owners to follow their Affirmative Marketing Plans. Annually, program report forms will be used to monitor certification of tenant incomes and rent levels. The information will be kept for a ten-year period from the date of project completion.

c. Describe outreach to minority and women owned businesses?

In order to assure compliance with HUD's requirements to ensure participation and contracting with Small & Minority Business Enterprise (MBE) and Women's Business Enterprise (WBE), OCED follows the WBE/MBE Recruitment & Contracting Policies.

1. Placing Qualified Contractors on the OCED MBE/WBE Solicitation Lists:
    a. OCED recruits MBE/WBE contractors annually by placing advertisements in the newspapers, on the OCED website and sending the advertisement directly to the Homebuilders Association. OCED also works with the local Workforce Development Office to solicit MBE and WBE contractors.
    b. All new, qualified MBE's & WBE's that attend the mandatory contractor's training and submit an application to the OCED are reviewed to be considered for participation with the housing programs. OCED currently has twenty (21) qualified MBE and WBE contractors and nine (9) Section 3 contractors.
    c. OCED solicits bids from MBE/WBE contractors for housing rehabilitation and other construction projects.

HOMELESS

Homeless Needs

1. Identify actions taken to address needs of homeless persons?

Our community response to homelessness is coordinated primarily through Washtenaw's Continuum of Care, locally known as the Washtenaw Housing Alliance (WHA). The WHA is a coalition of 26 non-profit and public sector organizations that serve homeless or at risk populations. Since 2003, WHA has been leading the development and implementation of our community's "Ten Year Plan to End Homelessness" – the *Blueprint to End Homelessness in Washtenaw County*. This comprehensive plan has been adopted both by the Washtenaw County Board of Commissioners and the City of Ann Arbor City Council. Multiple work groups continue to meet to focus on pressing concerns, including: discharge planning, supportive housing development, use of existing housing resources, quality and standards, program research and evaluation, job development, and supportive housing services. More fully detailed information about these efforts and continuing updates can be accessed at the WHA website: www.whalliance.org.

The WHA works with the Office of Community and Economic Development to further develop the implementation of the local Homeless Management Information System (HMIS) and coordinate the bi-annual "Point-In-Time Count" of homeless persons. Information from these sources helps the WHA educate the community on the incidence of homelessness, identify the particular needs and gaps in homeless services, and measure program outcomes. This information and the work of the various groups inform strategies to address those needs.

During the 2011-2012 program year, our Continuum of Care received a total of just over $4 million for the Supportive Housing Program, Shelter Plus Care, and Bonus funding through the annual HUD Homeless Assistance NOFA process, as well as just over $286,000 in Emergency Solutions Grant funding from the Michigan State Housing Development Authority (MSHDA). Details of these grants are outlined in *Appendix 4—Continuum of Care Funds*.

2. Identify actions to help homeless persons make the transition to permanent housing and independent living?

A sufficient supply of affordable housing must be available in order for homeless persons to make the transition to permanent housing and independent living. To this end, our community has developed and published an action plan for creating access to at least 500 new units of affordable supportive housing. This plan and related activities was a product of our CoC's "500 Unit Planning Workgroup. Since 2004, over 300 new housing opportunities have been created toward this goal.

Our CoC's plan also cites using supportive services to increase permanent housing stability. Since the environment in which we now operate has changed with fewer resources, we are taking the next few months to re-examine our goals and strategies. With an eye towards the HEARTH Act, including an increased attention to data and outcomes, our planning process will examine the targeting of housing resources to ensure the best fit with the help of NAEH, CSH, and SAMHSA. In

addition, our community has a blue-ribbon task force of community leaders, brought together jointly by our CoC and our County Board of Commissioners. This task force is responsible for examining avenues for creating a sustainable revenue stream for supportive services aligned with housing. The Task Force is working on public education campaigns, millage funding, retail-based funding, as well as endowment funding, which has already had its first commitment for $1 million dollars.

In respect to supportive services, our strategic planning process includes a focus on income and employment with the intention to examine best practices in innovative approaches to finding sustainable employment for those most difficult to serve in this capacity - the chronically unemployed. Since our CoC includes the active participation of our office, which also contracts with Work First, we are currently researching possible programs that have been successful around the country. We have recently acquired funding from the Michigan Economic Development Corporation (MEDC) and have been working with the CoC to pilot a program during the past year that will provide a unique job training experience in the budding agri-business sector, one of the fastest growing fields in Michigan.

As particular evidence of our progress in our commitment to housing stabilization, data from the Annual Progress Reports developed through the Continuum of Care process for the 2011-12 show that our community increased the percentage of homeless persons remaining in permanent housing over six months from 85.5% to 89%. Moreover, the percentage of homeless persons who moved from transitional housing to permanent housing is above the HUD CoC national goal (65%) at 72%.

A Shift in Philosophy: The Importance of "Housing First"

It is important to note that The Housing First model is a strong influence in the efforts of the Washtenaw Housing Alliance and the CoC. All agencies affiliated with the Washtenaw Housing Alliance and the CoC are working actively on shifting to the Housing First model of service provision. Most agencies are attempting to connect people to the supportive services that they need to be successful as they move to housing.

3. Identify new Federal resources obtained from Homeless SuperNOFA?

The Continuum of Care received just over $4 million in funding for 15 renewal projects through the 2011 Homeless Continuum of Care competition (including 4 Shelter Plus Care renewals). A listing of projects and funding amounts is outlined in Appendix 4—Continuum of Care Funds.

Specific Homeless Prevention Elements

1. Identify actions taken to prevent homelessness?

In order to work to prevent homelessness, the Continuum of Care partners currently offer residents the following services: legal assistance, counseling/advocacy, down payment assistance, and assistance with utility, rent, or mortgage payments. These services are designed to help residents remain housed, and are available from the following providers:

- **American Red Cross:** Emergency housing vouchers in the event of fire, etc.

- **Ann Arbor Housing Commission:** Section 8 homeownership pilot; security deposit assistance; and welfare to work vouchers
- **Avalon Housing:** Rental subsidies for persons with disabilities; utilities assistance; counseling
- **Barrier Busters Network:** Emergency rental and utilities assistance
- **Catholic Social Services:** Utilities assistance; counseling/advocacy
- **Community Supports and Treatment Services:** Emergency eviction prevention
- **Dept. of Human Services(DHS):** Cash assistance for housing, utilities, and eviction prevention
- **Office of Community and Economic Development (Washtenaw County):** Utility assistance for qualified low-income households
- **HIV/AIDS Resource Center (HARC):** Rental assistance and counseling/advocacy for persons living with HIV/AIDS
- **Housing Bureau for Seniors—Eviction Prevention Program (HBS):** HomeShare Program and Mortgage and Tax Foreclosure Prevention Program for senior citizens
- **Legal Services of South Central Michigan (LSSCM):** Legal advocacy to help low-income people avoid eviction
- **Interfaith Hospitality Network (IHN):** Rental Assistance
- **Michigan Ability Partners (MAP):** Rental subsidies for persons with disabilities; eviction prevention services, payee services
- **Salvation Army:** Cash assistance for rent, mortgage, and utility payment
- **Shelter Association of Washtenaw County (SAWC):** Rental subsidies for persons with disabilities
- **SOS Community Services/Housing Access for Washtenaw County (HAWC):** Homeless prevention and rapid re-housing rental assistance
- **SOS Community Services/Family Support Network (SOS/FSN) Consortium:** Housing stability/cash assistance
- **Thrift Shops:** Cash assistance; move-in costs; assistance with utilities, rent, and other emergency needs
- **WISH:** Housing stability/cash assistance
- **Washtenaw Housing Education Partners (includes MSU Extension, Community Housing Alternatives, Housing Bureau for Seniors, Washtenaw County Treasurer, Habitat for Humanity of Huron Valley & POWER Inc.):** Provide homebuyer education and down payment assistance programs to low & moderate income homebuyers.

Emergency Solutions Grants (ESG)

Our community received a first allocation of $97,063 and an additional second allocation of $54,598 directly from HUD ESG for the 2011-12 year. Additionally, under the auspice of the Washtenaw Housing Alliance, acting as the local Continuum of Care planning body, Washtenaw County received $286,509 in 2011-12 through the State of Michigan ESG program, administered by the Michigan State Housing Development Authority. Funds from the MSHDA ESG program have historically supported shelter operations and supportive services; however, beginning in 2011, a majority of MSHDA ESG funds and all of our community's HUD ESG funds were awarded to SOS Community Services to bolster staffing and operational capacity for the community's new centralized intake initiative, locally called Housing Access for Washtenaw County (HAWC). HAWC was a long-conceptualized plan to create a single point of entry system for housing resources, including homelessness prevention and rapid re-housing funding. This was the direct result of various programs, including HPRP and the HMIS Family Shared Waitlist (piloted during the 2010 year).

As this initiative complimented Washtenaw County's ten-year plan to end homelessness, HUD ESG funding was awarded in coordination with the Washtenaw Housing Alliance, author of the Blueprint and grantee of the State of Michigan's ESG

allocation to the County. Appendix 4—Continuum of Care Funding contains a table detailing the ESG recipients and amounts.

Discharge Planning

Local discharge planning to prevent homelessness is an important component of the efforts of the County's Ten Year Plan to End Homelessness and the Continuum of Care planning process. The following are the CoC's efforts in coordinating and developing local discharge planning policies to ensure people are not routinely discharged into homelessness:

Foster Care (Youth Aging Out): As a result of litigation, the Michigan Dept. of Human Services (DHS) developed and implemented a written policy and protocol to assure that all youth aging out of foster care are actively supported in their transition to independent living. At the local level, DHS contracts with the Washtenaw Association for Community Advocacy (WACA) to review cases of foster care youth to ensure that their mental health, medical and educational needs are being properly assessed prior to their exit. WACA has commissioned the Youth Aging Out Coalition (YAOC) to develop and enhance services for foster care youth with the greatest challenges to successful adulthood. YAOC's regular multi-disciplinary case reviews for youth aging out establish a plan to support the youths' transition out of foster care. CoC leadership participates significantly in YAOC's leadership; the McKinney-Vento-sponsored educational support program (EPHY), the runaway & homeless youth program (Ozone House), and Community Mental Health (CSTS) are all members of the CoC's primary decision group. Utilizing a Community Mapping Forum, YAOC identifies existing resources for this population to determine housing plans, such as public housing or their own apartment. In particular, Ozone House has a special arrangement with the Ann Arbor Housing Commission which provides for 4 units of housing aimed at this population who also receive supportive services from the Ozone House staff once they are housed.

Health Care: Through the work of the CoC and the member partners, our community adopted a Hospital Discharge Protocol in 2010. A written agreement between the three the area hospitals (the University of Michigan Health System, St. Joseph Mercy Health System, the VAMC) and the CoC partners including Washtenaw Community Support and Treatment Services (CSTS) (community mental health), the WHA and other health and housing providers, homeless individuals will no longer be discharged into homelessness but to a network of additional services. Social workers responsible for discharge planning are briefed on area resources and are the key to ensuring that people who were precariously housed when they entered the hospital are not discharged to the same situation. An example of this planning would be related to a patient in need of substance abuse related care. Before this patient is discharged, the social work staff would reach out to appropriate community resources to make the connection for the patient to ensure treatment and transitional housing. With the advent of our new single point of entry, Housing Access for Washtenaw County, the CoC is reconnecting with these systems to explain the new structure of access to housing needs and to ensure that staff turnover is being addressed with additional and/or ongoing training.

Mental Health: On a state-wide level, the Michigan Mental Health Code (Act 258 of 1974) established a written policy for placement of individuals being exited from public institutional care into community-based arrangements based on prescribed planning that is especially attentive to assuring housing, services, and supports

needed for successful community living. At the local level, the local Community Mental Health provider, Washtenaw County Community Support and Treatment Services (CSTS), has financial housing assistance for those exiting hospitals while benefits are secured. As an active part of the CoC's Hospital Discharge Protocol, CSTS housing specialists coordinate with the Housing Access for Washtenaw County (HAWC) and other CoC partners from the time of admission to facilitate access to housing and services to support mental health recovery and community inclusion. CSTS even developed specific protocols for successful community placement of individuals in state hospitals, providing better alternatives to state in-patient care for individuals with serious mental illness and, in particular, those who are not guilty by reason of insanity. Lastly, CSTS staff provides coordination of community-based alternatives for those who would otherwise be placed in nursing homes, assuring the least restrictive alternative to institutional care. CSTS, as well as their outreach team, Project Outreach Team (PORT), are active members of the CoC and assist in all long term planning on these needs.

Corrections: On a state-wide level, the Michigan Department of Corrections created the Prisoner Reentry Initiative (PRI). Locally, all individuals paroling into our CoC must check-in with PRI, located at Catholic Social Services (CSS), as a condition of their parole. Its Housing Coordinator begins discharge planning while individuals are still in prison for placement at non-shelter, non-McKinney-Vento-funded, private apartments that are willing to rent to individuals with a criminal background. As a result, PRI-Washtenaw has become a best-practice example of how a Housing First program positively affects recidivism. For those exiting the County Jail, the Washtenaw County Sheriff's Office (WCSO) has taken an active role to streamline a process with the Justice - Project Outreach Team (JPORT) to ensure that no one is released into streets. JPORT screens individuals at booking to assess each person's needs, which include housing, food, clothing, and employment. Lastly, our CoC has the Street Outreach Court (SOC), which hears civil infractions and non-violent misdemeanor cases, including warrants, for those who are homeless. The SOC is intended to remove barriers to housing and employment and reduce or avoid jail stays when the defendant demonstrates a commitment to work on a treatment plan with a service provider who documents progress to the court. Clients are assisted in accessing treatment resources and other human services, such as housing and employment training.

COMMUNITY DEVELOPMENT

Community Development

1. Assessment of Relationship of CDBG Funds to Goals and Objectives
    a. Assess use of CDBG funds in relation to the priorities, needs, goals, and specific objectives in the Consolidated Plan, particularly the highest priority activities?

OCED contracted with three agencies for public services during FY 11/12 utilizing $362,914 CDBG funds and 40 agencies utilizing $3,800,379 in City and County general funds as well United Way of Washtenaw funding for 65 human services programs. The needs in the County exceeded the CDBG funds available, and therefore the Washtenaw Urban County funded the highest priority activities in the 5-Year Consolidated Plan.

SEE Appendix 12 Community development needs table

b. Evaluate progress made toward meeting goals for providing affordable housing using CDBG funds, including the number and types of households served?

OCED primarily uses CDBG and HOME funds for single family housing rehabilitation. The single family housing rehabilitation program exceeded the goal of rehabilitating 33 units of owner-occupied housing by rehabilitating 55 units of owner-occupied housing.

See Appendix 6 Summary table of demographics of individuals and households
See Appendix 7 Project summary by program
See Appendix 9 Housing needs table

c. Indicate the extent to which CDBG funds were used for activities that benefited extremely low-income, low-income, and moderate-income persons?

See Appendix 6 Summary table of demographics of individuals and households
See Appendix 9 Housing needs table

2. Changes in Program Objectives
   a. Identify the nature of and the reasons for any changes in program objectives and how the jurisdiction would change its program as a result of its experiences?

   CDBG program objectives were not changed during FY 11/12.

3. Assessment of Efforts in Carrying Out Planned Actions
   a. Indicate how grantee pursued all resources indicated in the Consolidated Plan?

   OCED utilized all financial resources identified in the FY 11/12 Annual Action Plan, including CDBG, CDBG-R, NSP, HOME, City of Ann Arbor and County general funds, MSHDA ESG, HUD ESG, HUD SHP, and HUD SPC, to carry out the programs and projects planned. OCED also received a $3M HUD Community Challenge Planning Grant in February of 2012, which will augment these planned activities.

   b. Indicate how grantee provided certifications of consistency in a fair and impartial manner?

   Washtenaw County supported efforts by non-profit entities in their applications to MSHDA and HUD for homeless assistance; and provided certifications of consistency with the 5-Year Consolidated Strategy and Plan to each applicant that requested them.

   c. Indicate how grantee did not hinder Consolidated Plan implementation by action or willful inaction?

   Washtenaw County did not knowingly hinder the 5-Year Consolidated Strategy and Plan implementation by action or willful inaction.

4. For Funds Not Used for National Objectives
   a. Indicate how use of CDBG funds did not meet national objectives?
   b. Indicate how did not comply with overall benefit certification?

All CDBG funds were used to meet the national objectives and complied with the benefit certification.

5. Anti-displacement and Relocation – for activities that involve acquisition, rehabilitation or demolition of occupied real property
   a. Describe steps actually taken to minimize the amount of displacement resulting from the CDBG-assisted activities?

OCED is currently assisting Avalon Housing in Uniform Relocation Act compliant relocations of the tenants at 1500 Pauline Blvd. in Ann Arbor, which is scheduled to be demolished.

OCED temporarily relocates housing rehabilitation clients only when the work includes extensive lead abatement, or the unit is uninhabitable due to a lack of kitchen or bathroom facilities. One family participating in the housing rehabilitation program was temporarily relocated due to extensive lead abatement and/or rehabilitation activities.

   b. Describe steps taken to identify households, businesses, farms or nonprofit organizations who occupied properties subject to the Uniform Relocation Act or Section 104(d) of the Housing and Community Development Act of 1974, as amended, and whether or not they were displaced, and the nature of their needs and preferences?

OCED is currently assisting Avalon Housing in Uniform Relocation Act compliant relocations of the tenants at 1500 Pauline Blvd. in Ann Arbor, which is scheduled to be demolished. Prior to the relocation, Avalon and OCED held numerous meetings informing tenants about the timeline of the relocation process and the assistance to which they were entitled. These meetings were held in the community center of the complex where the residents lived. Also, General Information Notices notifying the tenants of the upcoming relocation were sent out on April 26th, 2011, and again on February 23rd, 2012. Once the financing for the demolition/reconstruction project closed, OCED and Avalon staff held meetings with each tenant to collect the necessary information, documentation, and signatures, and also to explain the process - what assistance the residents were entitled to, and to discuss needs and preferences for displacement housing. On June 19th, 2012, 90-Day Notices of Eligibility, including three comparable replacement dwellings and one “most representative” replacement dwelling were mailed to the tenants via Certified mail. Since the mailing of the Notices of Eligibility, staff from OCED and Avalon have been working closely each other and the tenants of 1500 Pauline to secure decent replacement dwellings and to ensure that they receive all of the assistance to which they are entitled. The 90 day period ends on September 19, 2012.

   c. Describe steps taken to ensure the timely issuance of information notices to displaced households, businesses, farms, or nonprofit organizations?

Not applicable

6. Low/Mod Job Activities – for economic development activities undertaken where jobs were made available but not taken by low – or moderate-income persons'
   a. Describe actions taken by grantee and businesses to ensure first consideration was or will be given to low/mod persons?
   b. List by job title of all the permanent jobs created/retained and those that were made available to low/mod persons?
   c. If any of jobs claimed as being available to low/mod persons require special skill, work experience, or education, provide a description of steps being taken or that will be taken to provide such skills, experience, or education?

   Not Applicable

7. Low/Mod Limited Clientele Activities – for activities not falling within one of the categories of presumed limited clientele low and moderate income benefit
   a. Describe how the nature, location, or other information demonstrates the activities benefit a limited clientele at least 51% of whom are low- and moderate-income?

   All public services and homeowner rehabilitation activities were reserved for "limited clientele," which in this case means that the programs were restricted to serve households with incomes below 80% of the HUD Area Median Income. The Office of Community and Economic Development and the non-profit contractors verified these participants' incomes and kept files for each of the participants. In most cases, these records include third party verification of income and/or other income source documentation. However, in the case of transportation funds, the income verification method was a combination of self-report and source documentation.

8. Program income received
   Detail the amount of program income reported that was returned to each individual revolving fund, e.g., housing rehabilitation, economic development, or other type of revolving fund?

OCED received program income from City of Ann Arbor loan repayments and loan payoffs (listed in the charts below) for 2011-12 in the amount of $113,382. All of the funds received were reallocated to CDBG for Single Family Rehabilitation projects, as detailed in the chart below.

Program	**Address**	**Loan Repayment**	**Date**
Multi-family Rehab	CD did not receive any payoffs for the period of 7/1/11-6/30/12	$0	
Single Family Rehab	2080 Garden Circle/P. Wilson	$2,174	7/1/11-6/30/12
	SFR Client	$9,889	12/6/2011
	2051 Champagne/K.	$106	

	Finch		
	225 Gralake/R. Cole	19,374.00	6/20/2012
	Rose Hunter	33,500.00	6/20/2012
	3464 Platt Rd/V&C Smith	$2,781	7/1/11-6/30/12
	3 Faust Ct/B. Kannowski	$2,180	7/1/11-6/30/12
	SFR Client	15,473.00	8/2/2011
	SFR Client	7,491.00	8/17/2011
	SFR Client	20,413.09	6/29/2012
Homebuyer/DPA	CD did not receive any payoffs for the period of 7/1/11-6/30/12	$0	
	TOTAL	**$113,382**	

a. Detail the amount of income received from the sale of property by parcel?

Detail included in the chart above.

b. Detail the amount repaid on each float-funded activity?

Not Applicable.

c. Detail all other loan repayments broken down by the categories of housing rehabilitation, economic development, or other?

OCED did not issue any amortized repayable loans with CDBG or HOME funding.

d. Detail the amount of income received from the sale of property by parcel?

The County and City of Ann Arbor did not receive any income from the sale of private property.

2. Prior period adjustments – where reimbursement was made this reporting period for expenditures (made in previous reporting periods) that have been disallowed, provide the following information:
   a. The activity name and number as shown in IDIS;
   b. The program year(s) in which the expenditure(s) for the disallowed activity(ies) was reported;
   c. The amount returned to line-of-credit or program account; and
   d. Total amount to be reimbursed and the time period over which the reimbursement is to be made, if the reimbursement is made with multi-year payments.

The County did not have any disallowed costs during the program year.

3. Loans and other receivables
   a. List the principal balance for each float-funded activity outstanding as of the end of the reporting period and the date(s) by which the funds are expected to be received?

   Not applicable.

   b. List the total number of other loans outstanding and the principal balance owed as of the end of the reporting period?

   Not applicable

   c. List separately the total number of outstanding loans that are deferred or forgivable, the principal balance owed as of the end of the reporting period, and the terms of the deferral or forgiveness?

   Not applicable

   d. Detail the total number and amount of loans made with CDBG funds that have gone into default and for which the balance was forgiven or written off during the reporting period?

   Not applicable

   e. Provide a List of the parcels of property owned by the grantee or its subrecipients that have been acquired or improved using CDBG funds and that are available for sale as of the end of the reporting period?

   Not applicable

4. Lump sum agreements
   a. Provide the name of the financial institution?,
   b. Provide the date the funds were deposited?
   c. Provide the date the use of funds commenced?
   d. Provide the percentage of funds disbursed within 180 days of deposit in the institution?

   Not applicable

5. Housing Rehabilitation – for each type of rehabilitation program for which projects/units were reported as completed during the program year
   a. Identify the type of program and number of projects/units completed for each program?
   b. Provide the total CDBG funds involved in the program?
   c. Detail other public and private funds involved in the project?

   See Appendix 6 Summaries of commitments, expenditures and balances by program

   No other public or private funds were involved in the rehabilitation projects.

6. Neighborhood Revitalization Strategies – for grantees that have HUD-approved neighborhood revitalization strategies
   a. Describe progress against benchmarks for the program year. For grantees with Federally-designated EZs or ECs that received HUD approval for a neighborhood revitalization strategy, reports that are required as part of the EZ/EC process shall suffice for purposes of reporting progress?

Not Applicable

Antipoverty Strategy

1. Describe actions taken during the last year to reduce the number of persons living below the poverty level?

Over the past year, the County and other public and private organizations continued work to reduce the number of persons living below the poverty level by enhancing their opportunities for self-sufficiency in the following main ways:

- The County will enforce its living wage ordinance that applies to all companies contracting with the County, which requires that all employees of these companies be paid at least $13.19 (no benefits) or $11.83 (with benefits).
- The County will continue to fund SPARK (Washtenaw Development Council) to support their efforts to encourage the development and maintenance of economic opportunities in the County.
- The County will encourage CHDOs and other nonprofits to hire low-income residents and local contractors for work in CDBG, HOME and NSP I funded activities.
- The County and City of Ann Arbor will continue to fund a variety of outside human service programs that serve residents of the Urban County through approximately $2,400,000 in annual general fund expenditures, including permanent supportive housing services, food distribution, health prevention for young mothers and families, medical services, shelter services for families, medical access for older adults, and transportation, youth mentoring, youth volunteering, child care, early learning & intervention, and prenatal programming. These programs will assist families to reach their full potential, increase self-sufficiency, and work to address gaps in other mainstream programs for individuals below the poverty line.
- The County will make efforts to assist those living below the poverty level by promoting affordable housing and by requiring coordination of services of all sub-recipients of CDBG and HOME funds to lessen the financial burden on this population.
- Low-income housing providers will maintain and increase their current stock of affordable housing that is reserved specifically for low-income households.
- OCED administers Community Services Block Grant dollars specifically on projects that reduce poverty and revitalize neighborhoods.
- The United Way of Washtenaw County will continue to fund human service organizations that provide in the areas of: Housing and Shelter; Alleviating Hunger; Early Childhood Education & Care; Access to Health Care; and Aging in Place.
- The Ann Arbor Area Community Foundation will continue to fund a variety of human services in the County.
- The Office of Community and Economic Development will continue to work with existing human services coalitions in Washtenaw County to develop community-wide outcomes in coordination with community stakeholders that help funders and service providers alike evaluate and improve service delivery in a variety of sectors. This program is a network of over 50 social service provider agencies that agree to “reduce barriers” in the provision of social services to Washtenaw County consumers. This is completed through monthly meetings where program information is shared and difficult cases are discussed and problem-solved. The Office of Community & Economic Development staffs this program and provides oversight to the Barrier Busters Unmet Needs Fund—a collection of nearly $300,000 in annual funding that is available to support the one-time, emergency unmet needs of consumers of the member agencies.

NON-HOMELESS SPECIAL NEEDS

Non-homeless Special Needs

1. Identify actions taken to address special needs of persons that are not homeless but require supportive housing, (including persons with HIV/AIDS and their families)?

The County generally does not identify or prioritize funding based on HUD's definition of non-homeless special needs populations. These populations are served through the County's housing and human services funding with programs for individuals and families that may be homeless, low-income, or special needs.

Persons with Disabilities

OCED provided funding to Avalon Housing to set aside 14 units of a 39-unit project for persons with special needs. OCED also provided funding to Michigan Ability Partners for 1 barrier-free unit at its Burton Road location.

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

Elderly

Neighborhood Senior Services, the Housing Bureau for Seniors, Ypsilanti Meals on Wheels, and OCED together provide outreach, support services, meal delivery, home repair services, eviction and foreclosure prevention, and other support services to the elderly residents of Washtenaw County to help them stay in their homes and increase the safety of their residences. In addition, over 40 public, private, and nonprofit organizations recently developed a “Blueprint for Aging,” in order to more effectively serve the older adult residents of Washtenaw County. For more information on these efforts, please see their website: http://www.blueprintforaging.org

See Appendix 11 Non-homeless Special Needs Table

Specific HOPWA Objectives

Not Applicable

OTHER NARRATIVE

The following Appendixes are included with the 2011-12 CAPER:

Appendix 1	Federal funds
Appendix 2	State funds
Appendix 3	Local funds
Appendix 4	Continuum of care funds
Appendix 5	Section 215 Goals
Appendix 6	Summary table of demographics of individuals and households served
Appendix 7	CPMP Tool project summary by program
Appendix 8	CPMP Tool summary of performance by project
Appendix 9	CPMP Tool housing needs table
Appendix 10	CPMP Tool homeless needs table
Appendix 11	CPMP Tool non-homeless needs table
Appendix 12	CPMP Tool community development needs table
Appendix 13	HUD Form 40107 Annual Performance Report- Minority & Women-Owned (WMBE) Businesses
Appendix 14	HUD Form 40107-A HOME Match Report (PDF)
Appendix 15	HUD Form 60002 Section 3 report

IDIS Reports: PR 03, PR 06, PR 23, PR 26, & PR 33