



## **2007-2008 Washtenaw Urban County Annual Action Plan**

**Community Development Block Grant (CDBG)  
& Home Investment Partnerships (HOME)  
Programs**



Approved by Urban County Executive Committee: 4/24/07  
Date Approved by Board of Commissioners: 5/2/07

**WASHTENAW COUNTY URBAN COUNTY ANNUAL ACTION PLAN**

**DATES: JULY 1, 2007 – JUNE 30, 2008**

**Table of Contents**

**Annual HUD Certifications-----3**  
**Annual HUD 424 Forms-----14**  
**Executive Summary-----16**  
**Section One: Resources, Needs, & Areas of Concentration-----18**  
    Resources-----18  
    Needs-----20  
    Areas of Concentration-----25  
        Low-income Populations-----25  
        Minority Populations-----27  
**Section Two: 2007-08 Annual Action Plan-----28**  
    Goals/Objectives of 2003-2008 Consolidated Plan-----28  
    Summary of Projects Planned-----31  
    2007-08 CDBG/HOME/ADDI Program Budgets-----32  
    Other Actions to Meet 2003-08 Needs-----34  
**Section Three: Programmatic Requirements & Information-----41**  
    Matching Requirements-----41  
    Institutional Structure-----41  
    Consultation/Coordination-----41  
    Administration & Monitoring-----42  
    Terms of Affordability/Recapture-----43  
    Affirmative Marketing-----44  
    Income Limits-----46  
    Maximum Subsidies-----47  
    Rent Limits-----47  
    Maximum Value of Assisted Housing-----48  
    Performance Measurement-----48  
    Subordination Policy-----48  
**Section Four: Citizen Participation-----49**  
    Citizen Participation Plan-----50  
    2007-08 Public Hearings/Comment-----52  
**Attachments-----57**  
    Attachment A: Table 3- List of Activities Funded-----57  
    Attachment B: 2004-05/ 2006-07 Action Plan Amendments-----69

## LOCAL GOVERNMENT CERTIFICATIONS

### NON-STATE GOVERNMENT CERTIFICATIONS

- This certification does not apply.  
 This certification is applicable.

In accordance with the applicable statutes and the regulations governing the consolidated plan regulations, the jurisdiction certifies that:

**Affirmatively Further Fair Housing** -- The jurisdiction will affirmatively further fair housing, which means it will conduct an analysis of impediments to fair housing choice within the jurisdiction, take appropriate actions to overcome the effects of any impediments identified through that analysis, and maintain records reflecting that analysis and actions in this regard.

**Anti-displacement and Relocation Plan** -- It will comply with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, and implementing regulations at 49 CFR 24; and it has in effect and is following a residential antidisplacement and relocation assistance plan required under section 104(d) of the Housing and Community Development Act of 1974, as amended, in connection with any activity assisted with funding under the CDBG or HOME programs.

**Drug Free Workplace -- It will or will continue to provide a drug-free workplace by:**

1. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;
2. Establishing an ongoing drug-free awareness program to inform employees about –
  - a. The dangers of drug abuse in the workplace;
  - b. The grantee's policy of maintaining a drug-free workplace;
  - c. Any available drug counseling, rehabilitation, and employee assistance programs; and
  - d. The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;
3. Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph 1;
4. Notifying the employee in the statement required by paragraph 1 that, as a condition of employment under the grant, the employee will –
  - a. Abide by the terms of the statement; and
  - b. Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;
5. Notifying the agency in writing, within ten calendar days after receiving notice under subparagraph 4(b) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to every grant officer or other designee on whose grant activity the convicted employee was working, unless the Federal agency has designated a central point for the receipt of such notices. Notice shall include the identification number(s) of each affected grant;
6. Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph 4(b), with respect to any employee who is so convicted –
  - a. Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or
  - b. Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;
7. Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs 1, 2, 3, 4, 5 and 6.

**Anti-Lobbying -- To the best of the jurisdiction's knowledge and belief:**

8. No Federal appropriated funds have been paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension,

**2007-2008 Washtenaw CDBG/HOME Annual Action Plan**

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continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;

- 9. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, it will complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions; and
- 10. It will require that the language of paragraph 1 and 2 of this anti-lobbying certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

**Authority of Jurisdiction** -- The consolidated plan is authorized under State and local law (as applicable) and the jurisdiction possesses the legal authority to carry out the programs for which it is seeking funding, in accordance with applicable HUD regulations.

**Consistency with plan** -- The housing activities to be undertaken with CDBG, HOME, ESG, and HOPWA funds are consistent with the strategic plan.

**Section 3** -- It will comply with section 3 of the Housing and Urban Development Act of 1968, and implementing regulations at 24 CFR Part 135.

5/2/07

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Signature/Authorized Official

Date

Robert E. Guenzel

Name

County Administrator

Title

220 N. Main Street, PO Box 8645

Address

Ann Arbor, MI 48107-8645

City/State/Zip

734-222-6782

Telephone Number

## SPECIFIC CDBG CERTIFICATIONS

- This certification does not apply.  
 This certification is applicable.

The Entitlement Community certifies that:

**Citizen Participation** -- It is in full compliance and following a detailed citizen participation plan that satisfies the requirements of 24 CFR 91.105.

**Community Development Plan** -- Its consolidated housing and community development plan identifies community development and housing needs and specifies both short-term and long-term community development objectives that provide decent housing, expand economic opportunities primarily for persons of low and moderate income. (See CFR 24 570.2 and CFR 24 part 570)

**Following a Plan** -- It is following a current consolidated plan (or Comprehensive Housing Affordability Strategy) that has been approved by HUD.

**Use of Funds** -- It has complied with the following criteria:

11. Maximum Feasible Priority - With respect to activities expected to be assisted with CDBG funds, it certifies that it has developed its Action Plan so as to give maximum feasible priority to activities which benefit low and moderate income families or aid in the prevention or elimination of slums or blight. The Action Plan may also include activities which the grantee certifies are designed to meet other community development needs having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community, and other financial resources are not available);
12. Overall Benefit - The aggregate use of CDBG funds including section 108 guaranteed loans during program year(s) 2006, 2007, 2008, (a period specified by the grantee consisting of one, two, or three specific consecutive program years), shall principally benefit persons of low and moderate income in a manner that ensures that at least 70 percent of the amount is expended for activities that benefit such persons during the designated period;
13. Special Assessments - It will not attempt to recover any capital costs of public improvements assisted with CDBG funds including Section 108 loan guaranteed funds by assessing any amount against properties owned and occupied by persons of low and moderate income, including any fee charged or assessment made as a condition of obtaining access to such public improvements.

However, if CDBG funds are used to pay the proportion of a fee or assessment that relates to the capital costs of public improvements (assisted in part with CDBG funds) financed from other revenue sources, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds.

The jurisdiction will not attempt to recover any capital costs of public improvements assisted with CDBG funds, including Section 108, unless CDBG funds are used to pay the proportion of fee or assessment attributable to the capital costs of public improvements financed from other revenue sources. In this case, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds. Also, in the case of properties owned and occupied by moderate-income (not low-income) families, an assessment or charge may be made against the property for public improvements financed by a source other than CDBG funds if the jurisdiction certifies that it lacks CDBG funds to cover the assessment.

**Excessive Force** -- It has adopted and is enforcing:

14. A policy prohibiting the use of excessive force by law enforcement agencies within its jurisdiction against any individuals engaged in non-violent civil rights demonstrations; and
15. A policy of enforcing applicable State and local laws against physically barring entrance to or exit from a facility or location which is the subject of such non-violent civil rights demonstrations within its jurisdiction;

**Compliance With Anti-discrimination laws** -- The grant will be conducted and administered in conformity with title VI of the Civil Rights Act of 1964 (42 USC 2000d), the Fair Housing Act (42 USC 3601-3619), and implementing regulations.

**2007-2008 Washtenaw CDBG/HOME Annual Action Plan**

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**Lead-Based Paint** -- Its activities concerning lead-based paint will comply with the requirements of part 35, subparts A, B, J, K and R, of title 24;

**Compliance with Laws** -- It will comply with applicable laws.

5/2/07

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Signature/Authorized Official

Date

Robert E. Guenzel

Name

County Administrator

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## OPTIONAL CERTIFICATION CDBG

- This certification does not apply.  
 This certification is applicable.

Submit the following certification only when one or more of the activities in the action plan are designed to meet other community development needs having a particular urgency as specified in 24 CFR 570.208(c):

The grantee hereby certifies that the Annual Plan includes one or more specifically identified CDBG-assisted activities, which are designed to meet other community development needs having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community and other financial resources are not available to meet such needs.

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Signature/Authorized Official

Date

Name

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## SPECIFIC HOME CERTIFICATIONS

- This certification does not apply.  
 This certification is applicable.

The HOME participating jurisdiction certifies that:

**Tenant Based Rental Assistance** -- If the participating jurisdiction intends to provide tenant-based rental assistance:

The use of HOME funds for tenant-based rental assistance is an essential element of the participating jurisdiction's consolidated plan for expanding the supply, affordability, and availability of decent, safe, sanitary, and affordable housing.

**Eligible Activities and Costs** -- it is using and will use HOME funds for eligible activities and costs, as described in 24 CFR § 92.205 through 92.209 and that it is not using and will not use HOME funds for prohibited activities, as described in § 92.214.

**Appropriate Financial Assistance** -- before committing any funds to a project, it will evaluate the project in accordance with the guidelines that it adopts for this purpose and will not invest any more HOME funds in combination with other Federal assistance than is necessary to provide affordable housing;

5/2/07

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Signature/Authorized Official

Date

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**HOPWA CERTIFICATIONS**

- This certification does not apply.  
 This certification is applicable.

The HOPWA grantee certifies that:

**Activities** -- Activities funded under the program will meet urgent needs that are not being met by available public and private sources.

**Building** -- Any building or structure assisted under that program shall be operated for the purpose specified in the plan:

1. For at least 10 years in the case of assistance involving new construction, substantial rehabilitation, or acquisition of a facility,
2. For at least 3 years in the case of assistance involving non-substantial rehabilitation or repair of a building or structure.

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Signature/Authorized Official

Date

Name

Title

Address

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Telephone Number

## ESG CERTIFICATIONS

- This certification does not apply.  
 This certification is applicable.

I, Robert E. Guenzel, Chief Executive Officer of Washtenaw County, certify that the local government will ensure the provision of the matching supplemental funds required by the regulation at 24 *CFR* 576.51. I have attached to this certification a description of the sources and amounts of such supplemental funds.

I further certify that the local government will comply with:

1. The requirements of 24 *CFR* 576.53 concerning the continued use of buildings for which Emergency Shelter Grants are used for rehabilitation or conversion of buildings for use as emergency shelters for the homeless; or when funds are used solely for operating costs or essential services.
2. The building standards requirement of 24 *CFR* 576.55.
3. The requirements of 24 *CFR* 576.56, concerning assurances on services and other assistance to the homeless.
4. The requirements of 24 *CFR* 576.57, other appropriate provisions of 24 *CFR* Part 576, and other applicable federal laws concerning nondiscrimination and equal opportunity.
5. The requirements of 24 *CFR* 576.59(b) concerning the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970.
6. The requirement of 24 *CFR* 576.59 concerning minimizing the displacement of persons as a result of a project assisted with these funds.
7. The requirements of 24 *CFR* Part 24 concerning the Drug Free Workplace Act of 1988.
8. The requirements of 24 *CFR* 576.56(a) and 576.65(b) that grantees develop and implement procedures to ensure the confidentiality of records pertaining to any individual provided family violence prevention or treatment services under any project assisted with ESG funds and that the address or location of any family violence shelter project will not be made public, except with written authorization of the person or persons responsible for the operation of such shelter.
9. The requirement that recipients involve themselves, to the maximum extent practicable and where appropriate, homeless individuals and families in policymaking, renovating, maintaining, and operating facilities assisted under the ESG program, and in providing services for occupants of these facilities as provided by 24 *CFR* 76.56.
10. The requirements of 24 *CFR* 576.57(e) dealing with the provisions of, and regulations and procedures applicable with respect to the environmental review responsibilities under the National Environmental Policy Act of 1969 and related authorities as specified in 24 *CFR* Part 58.
11. The requirements of 24 *CFR* 576.21(a)(4) providing that the funding of homeless prevention activities for families that have received eviction notices or notices of termination of utility services will meet the requirements that: (A) the inability of the family to make the required payments must be the result of a sudden reduction in income; (B) the assistance must be necessary to avoid eviction of the family or termination of the services to the family; (C) there must be a reasonable prospect that the family will be able to resume payments within a reasonable period of time; and (D) the assistance must not supplant funding for preexisting homeless prevention activities from any other source.
12. The new requirement of the McKinney-Vento Act (42 *USC* 11362) to develop and implement, to the maximum extent practicable and where appropriate, policies and protocols for the discharge of persons from publicly funded institutions or systems of care (such as health care facilities, foster care or other youth facilities, or correction programs and institutions) in order to prevent such discharge from immediately resulting in homelessness for such persons. I further understand that state and local governments are primarily responsible for the care of these individuals, and that ESG funds are not to be used to assist such persons in place of state and local resources.
13. HUD's standards for participation in a local Homeless Management Information System (HMIS) and the collection and reporting of client-level information.

**2007-2008 Washtenaw CDBG/HOME Annual Action Plan**

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I further certify that the submission of a completed and approved Consolidated Plan with its certifications, which act as the application for an Emergency Shelter Grant, is authorized under state and/or local law, and that the local government possesses legal authority to carry out grant activities in accordance with the applicable laws and regulations of the U. S. Department of Housing and Urban Development.

5/2/07

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Signature/Authorized Official

Date

Robert E. Guenzel

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## APPENDIX TO CERTIFICATIONS

- This certification does not apply.  
 This certification is applicable.

Instructions Concerning Lobbying and Drug-Free Workplace Requirements

### Lobbying Certification

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

### Drug-Free Workplace Certification

- By signing and/or submitting this application or grant agreement, the grantee is providing the certification.
- The certification is a material representation of fact upon which reliance is placed when the agency awards the grant. If it is later determined that the grantee knowingly rendered a false certification, or otherwise violates the requirements of the Drug-Free Workplace Act, HUD, in addition to any other remedies available to the Federal Government, may take action authorized under the Drug-Free Workplace Act.
- Workplaces under grants, for grantees other than individuals, need not be identified on the certification. If known, they may be identified in the grant application. If the grantee does not identify the workplaces at the time of application, or upon award, if there is no application, the grantee must keep the identity of the workplace(s) on file in its office and make the information available for Federal inspection. Failure to identify all known workplaces constitutes a violation of the grantee's drug-free workplace requirements.
- Workplace identifications must include the actual address of buildings (or parts of buildings) or other sites where work under the grant takes place. Categorical descriptions may be used (e.g., all vehicles of a mass transit authority or State highway department while in operation, State employees in each local unemployment office, performers in concert halls or radio stations).
- If the workplace identified to the agency changes during the performance of the grant, the grantee shall inform the agency of the change(s), if it previously identified the workplaces in question (see paragraph three).
- The grantee may insert in the space provided below the site(s) for the performance of work done in connection with the specific grant: Place of Performance (Street address, city, county, state, zip code)

Check if there are workplaces on file that are not identified here. The certification with regard to the drug-free workplace is required by 24 CFR part 21.

Place Name	Street	City	County	State	Zip
Washtenaw County Community Development	110 N. Fourth Avenue, Suite 300	Ann Arbor	Washtenaw	MI	48107
The Corner Health Center	47 N. Huron Street	Ypsilanti	Washtenaw	MI	48197
Michigan Ability Partners	3810 Packard Rd., Suite 200	Ann Arbor	Washtenaw	MI	48108
Child Care Network	3060 Packard Rd., Suite G	Ann Arbor	Washtenaw	MI	48108
Northfield's Human Services	9191 Main Street	Whitmore Lake	Washtenaw	MI	48189
Neighborhood Senior Services	5361 McCauley Drive	Ann Arbor	Washtenaw	MI	48106
Superior Charter Township	3040 N. Prospect Road	Ypsilanti	Washtenaw	MI	48198
Ypsilanti Meals on Wheels	1110 W. Cross Street	Ypsilanti	Washtenaw	MI	48197
Ypsilanti Charter Township	7200 S. Huron River Dr.	Ypsilanti	Washtenaw	MI	48197
Community Housing Alternatives	107 Ferris Street	Ypsilanti	Washtenaw	MI	48198
Homeplace Community Land Trust	333 Parkland Plaza Drive	Ann Arbor	Washtenaw	MI	48103

- Definitions of terms in the Nonprocurement Suspension and Debarment common rule and Drug-Free Workplace common rule apply to this certification. Grantees' attention is called, in particular, to the following definitions from these rules: "Controlled substance" means a controlled substance in Schedules I through V of the Controlled Substances Act (21 U.S.C. 812) and as further defined by regulation (21 CFR 1308.11 through

**2007-2008 Washtenaw CDBG/HOME Annual Action Plan**

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1308.15); "Conviction" means a finding of guilt (including a plea of *nolo contendere*) or imposition of sentence, or both, by any judicial body charged with the responsibility to determine violations of the Federal or State criminal drug statutes; "Criminal drug statute" means a Federal or non-Federal criminal statute involving the manufacture, distribution, dispensing, use, or possession of any controlled substance; "Employee" means the employee of a grantee directly engaged in the performance of work under a grant, including:

- a. All "direct charge" employees;
- b. all "indirect charge" employees unless their impact or involvement is insignificant to the performance of the grant; and
- c. temporary personnel and consultants who are directly engaged in the performance of work under the grant and who are on the grantee's payroll. This definition does not include workers not on the payroll of the grantee (e.g., volunteers, even if used to meet a matching requirement; consultants or independent contractors not on the grantee's payroll; or employees of subrecipients or subcontractors in covered workplaces).

Note that by signing these certifications, certain documents must be completed, in use, and on file for verification. These documents include:

- 1. Analysis of Impediments to Fair Housing
- 2. Citizen Participation Plan
- 3. Anti-displacement and Relocation Plan

5/2/07

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Signature/Authorized Official

Date

Robert E. Guenzel

Name

County Administrator

Title

220 N. Main Street, PO Box 8645

Address

Ann Arbor, MI 48107-8645

City/State/Zip

734-222-6782

Telephone Number

## SF 424 FORM

Date Submitted: 5/11/07	Applicant Identifier:	<b>Type of Submission</b>	
Date Received by state	State Identifier	<b>Application</b>	<b>Pre-application</b>
Date Received by HUD	Federal Identifier	<input checked="" type="checkbox"/> Construction	<input type="checkbox"/> Construction
		<input checked="" type="checkbox"/> Non Construction	<input type="checkbox"/> Non Construction
<b>Applicant Information</b>			
<b>Jurisdiction: Washtenaw County (Urban County)</b>		UOG Code: 269161	
Street Address Line 1: 110 N. Fourth Ave, Suite 300		Organizational DUNS: 02-01-11969	
Street Address Line 2: PO Box 8645		Organizational Unit: Washtenaw County Government	
City: Ann Arbor	State: Michigan	Department: Office of Community Development	
Zip: 48107-8645	Country: U.S.A.	Division: n/a	
<b>Employer Identification Number (EIN):</b>		County: Washtenaw	
<b>38-6004894</b>		Program Year Start Date: 7/1/07	
<b>Applicant Type:</b>		<b>Specify Other Type if necessary:</b>	
Local Government: County			
<b>Program Funding</b>		<b>U.S. Department of Housing and Urban Development</b>	
Catalogue of Federal Domestic Assistance Numbers; Descriptive Title of Applicant Project(s); Areas Affected by Project(s) (cities, Counties, localities etc.); Estimated Funding			
<b>Community Development Block Grant</b>		14.218 Entitlement Grant	
CDBG Project Titles OWNER-OCCUPIED HOUSING REHABILITATION PUBLIC/ HUMAN SERVICES PUBLIC IMPROVEMENTS ADMINISTRATION		Description of Areas Affected by CDBG Project(s) WASHTENAW URBAN COUNTY JURISDICTIONS	
\$CDBG Grant Amount: \$1,179,131.00	\$Additional HUD Grant(s) Leveraged:	Describe	
\$Additional Federal Funds Leveraged		\$Additional State Funds Leveraged	
\$Locally/State Leveraged Funds: \$1,886,696		\$Grantee Funds Leveraged	
\$Anticipated Program Income: \$10,000		Other (Describe)	
Total Funds Leveraged for CDBG-based Project(s): \$1,896,696			
<b>Home Investment Partnerships Program</b>		14.239 HOME	
HOME Project Titles: CHDO RESERVE- RENTAL OR HOMEOWNER CHDO OPERATING OWNER-OCCUPIED REHABILITATION DOWN PAYMENT ASSISTANCE ADMINISTRATION		Description of Areas Affected by HOME Project(s) WASHTENAW URBAN COUNTY JURISDICTIONS	
\$HOME Grant Amount: \$687,630 (\$670,855 IN HOME & \$16,775 IN ADDI)	\$Additional HUD Grant(s) Leveraged: \$120,000	Describe: HUD SHOP Grant-Cross Street Townhomes	
\$Additional Federal Funds Leveraged		\$Additional State Funds Leveraged	
\$Locally/State Leveraged Funds: \$1,575,099		\$Grantee Funds Leveraged: \$177,557	
\$Anticipated Program Income: \$10,000		Other (Describe)	
Total Funds Leveraged for HOME-based Project(s): \$1,762,656			

**2007-2008 Washtenaw CDBG/HOME Annual Action Plan**

<b>Housing Opportunities for People with AIDS</b>		14.241 HOPWA	
HOPWA Project Titles		Description of Areas Affected by HOPWA Project(s)	
\$HOPWA Grant Amount	\$Additional HUD Grant(s) Leveraged	Describe	
\$Additional Federal Funds Leveraged		\$Additional State Funds Leveraged	
\$Locally Leveraged Funds		\$Grantee Funds Leveraged	
\$Anticipated Program Income		Other (Describe)	
Total Funds Leveraged for HOPWA-based Project(s)			
<b>Emergency Shelter Grants Program</b>		14.231 ESG	
ESG Project Titles		Description of Areas Affected by ESG Project(s)	
\$ESG Grant Amount	\$Additional HUD Grant(s) Leveraged	Describe	
\$Additional Federal Funds Leveraged		\$Additional State Funds Leveraged	
\$Locally Leveraged Funds		\$Grantee Funds Leveraged	
\$Anticipated Program Income		Other (Describe)	
Total Funds Leveraged for ESG-based Project(s)			
Congressional Districts of:		Is application subject to review by state Executive Order 12372 Process?	
Applicant Districts: 7th & 15th Districts	Project Districts: 7th & 15th Districts		
Is the applicant delinquent on any federal debt? If "Yes" please include an additional document explaining the situation.		<input type="checkbox"/> Yes	This application was made available to the state EO 12372 process for review on DATE
		<input checked="" type="checkbox"/> No	Program is not covered by EO 12372
<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	<input type="checkbox"/> N/A	Program has not been selected by the state for review
<b>Person to be contacted regarding this application</b>			
First Name: Annette	Middle Initial: M.	Last Name: Rook	
Title: CD Specialist	Phone: 734-622-9015	Fax: 734-622-9022	
Email: <a href="mailto:rooka@ewashtenaw.org">rooka@ewashtenaw.org</a>	Grantee Website: <a href="http://www.ewashtenaw.org">www.ewashtenaw.org</a>	Other Contact: Amy Klinke/ 734-622-9005	
Signature of Authorized Representative			Date Signed

## **EXECUTIVE SUMMARY**

The Washtenaw Urban County Annual Plan summarizes the 2007-08 annual goals and objectives for the Community Development Block Grant (CDBG), Home Investment Partnerships Program (HOME), and American Dream Down Payment Initiative (ADDI) funding that comes to the County from the U.S. Department of Housing & Urban Development for the jurisdictions currently participating in the Urban County. The Washtenaw Urban County is comprised of Ypsilanti Charter Township, Pittsfield Charter Township, Ann Arbor Charter Township, Bridgewater Township, Salem Township, Superior Charter Township, the City of Ypsilanti, York Township, Scio Township, Northfield Township, and Washtenaw County as the lead entity. The Urban County was created through cooperation agreements signed by the participating jurisdictions in 2002 and began operating in July of 2003, with three new jurisdictions joining in 2006.

## **COMPONENTS OF ANNUAL PLAN**

The 2007-08 Annual Plan covers the period from July 1, 2007 through June 30, 2008 and it is divided up into the following six main parts:

### **SECTION 1: RESOURCES, NEEDS AND AREAS OF CONCENTRATION**

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

### **SECTION 2: THE 1-YEAR ACTION PLAN**

This part of the plan summarizes the Urban County CDBG, ADDI and HOME Programs' spending plan for projects in the upcoming year of implementation, program budgets, and other actions responding to the housing and community development needs of the community.

### **SECTION 3: PROGRAM REQUIREMENTS & INFORMATION**

This part of the plan lists all miscellaneous program requirements, such as income limits for the programs, affordability restrictions, rent rates, maximum housing values, etc. for the upcoming program year.

### **SECTION 4: CITIZEN PARTICIPATION**

This component of the plan includes a summary of the minutes from the public hearings, written input from the community regarding proposed uses of Urban County resources, and the citizen participation plan.

### **ATTACHMENT A: LIST OF PROJECTS**

This attachment lists out the categories of funding by grant type and provides additional information about the number of households to be served, HUD Matrix and Objective Codes, etc.

### **ATTACHMENT B: ACTION PLAN AMENDMENT**

This attachment summarizes proposed amendments to the 2004-05 & 2006-07 Annual Action plans, which require publication and a public comment period.

## HUD PERFORMANCE MEASUREMENT SYSTEM

In 2006, HUD implemented a new performance measurement system to quantify the impact of the Community Development Block Grant and other HUD programs nationwide. Therefore, during the 2007-08 program year, all CDBG and HOME projects must meet one each of the following HUD objectives and outcomes, *in addition to meeting the Urban County Executive Committee's priorities and investment targets.*

### HUD Objectives

- Suitable Living Environment
- Decent Housing
- Economic Opportunity

### HUD Outcomes

- Improve Availability/ Accessibility
- Improve Affordability
- Improve Sustainability

## PAST PERFORMANCE

While most of the Urban County programs are making substantial progress, three project areas are somewhat behind schedule in the expenditure of funding. First, in the process of reorganizing the City of Ann Arbor/ Washtenaw County Office of Community Development, the County has fallen somewhat behind schedule in its completion of the CDBG and HOME owner-occupied rehabilitation projects. Throughout the program year, the Office of Community Development will work to improve its rehabilitation program.

Second, the Community Housing Alternatives, the Homeplace Community Land Trust, Ypsilanti Gateway Community & Economic Development Corporation, and Habitat for Humanity HOME Homeownership Assistance projects are all behind schedule in the acquisition, rehabilitation and resale or new construction of affordable homeownership units to lower-income homebuyers. These four organizations are all relative beginners in the use of HOME funding for housing development, and they will continue to work this year to develop their production capacity.

Last, and also due to the continuing reorganization of the joint City/County programming, the Office of Community Development is somewhat behind in its identification of projects in two of the new Urban County jurisdictions. Therefore, additional activities will take place this year to plan activities in York and Scio Townships.

**SECTION ONE: RESOURCES, NEEDS, & AREAS OF CONCENTRATION**

**RESOURCES**

<b>Federal Resources: 2007 HOME, ADDI, &amp; CDBG Grants</b>
<p><b>HOME Program: \$670,855 in Home Investment Partnerships Program</b> funds for use in the Urban County jurisdictions. The County must match 25% of all funds spent on HOME-assisted housing activities. After subtracting funds used for grant administration and CHDO (Community Housing Development Organization) operating expenses from the total grant amount, Washtenaw County has a match requirement of \$142,557. These matching funds will be in the form of County General Funding, supportive services dollars, donated supplies, donated professional services, and volunteer labor used on HOME-assisted or HOME-eligible projects completed within the Urban County jurisdictions.</p>
<p><b>ADDI Program: \$16,775 in American Dream Down Payment Initiative funding</b> for use in the Urban County jurisdictions.</p>
<p><b>CDBG Program: \$1,179,131 in Community Development Block Grant funding</b> for use in the Urban County jurisdictions.</p>

<b>Other Federal Funding- Housing, Community, &amp; Economic Development</b>		
	<b>Use</b>	<b>Amount</b>
<b>Corporation for National Community Service</b>	Foster Grandparent	\$447,181
<b>Department of Energy</b>	2007-08 ETCS Weatherization Program (4/07- 3/08)	\$343,814
<b>HUD TA Funding</b>	CHA/ HCLT	\$20,000
<b>HUD SHOP Funding</b>	Habitat Cross Street Project	\$120,000
<b>HUD Capital Funds</b>	2006-07 Ypsilanti Housing Commission Public Housing	\$358,673
<b>HUD Operating Subsidies (increased)</b>	2006-07 Ypsilanti Housing Commission Public Housing	\$501,306 (1/2 year)
<b>HUD Section 8 Vouchers (increased)</b>	2006-07 Ypsilanti Housing Commission	\$1,573,415
<b>HUD SHP &amp; SPC Grants</b>	2006-07 homeless projects	\$3,900,404
<b>HUD HOPWA Grant</b>	2006-07 HARC HIV/AIDS housing support	\$81,542
<b>U.S. Dept. of Education</b>	Annual Summer Food Program	\$129,000
<b>US Department of Labor (ETCS)</b>	Work First Program	\$1,762,450
<b>U.S. Department of Health &amp; Human Services</b>	Senior Nutrition	\$908,117
	2007-08 ETCS Weatherization Program (4/07- 3/08)	\$84,671
	2007-08 ETCS Community Services Block Grant 10/06- 9/07	~\$462,390 (federal portion)
	TANF	\$70,920
<b>Total Other Federal Funding:</b>		<b>\$10,763,883</b>

**2007-2008 Washtenaw CDBG/HOME Annual Action Plan**

<b>State &amp; Local Funding- Housing, Community, &amp; Economic Development</b>		
<b>Source</b>	<b>Use</b>	<b>Amount</b>
<b>Ann Arbor Area Community Foundation</b>	Supportive Services for Homeless Families & Individuals	\$200,000
<b>MSHDA</b>	Estimated 2007 Emergency Shelter Grants	\$334,905
	Habitat Down Payment Assistance	\$60,000
	Avalon Chronic Homeless Housing Grants	\$860,000
	CHA CHDO/ ADR	\$37,587
	HCLT ADR	\$90,009
<b>MDHS</b>	MPSC Weatherization Assistance	\$95,393
<b>Michigan Office of Svcs. To Aging</b>	Foster Grandparent Program	\$20,619
<b>Mental Health Block Grant</b>	PATH Program	\$159,000
<b>Substance Abuse Block Grant</b>	SA Programming & Prevention	\$781,000
<b>Michigan Dept. of Education</b>	Services for Homeless Youth	\$132,000
<b>Michigan Public Service Commission</b>	2007-08 ETCS Weatherization Program	\$145,184
<b>MDLEG</b>	WIA Adult, Dislocated Worker, Youth, Admin	\$2,102,484
	WIA Capacity Building	\$24,000
	WIA Displaced Homemaker	\$35,872
	Activities for WIA-eligible Youth	\$32,163
	WIA Service Center Operating Program	\$147,389
	WIA Incumbent Worker	\$115,798
	Annual Employment Services Plan	\$459,030
	Hospitality & Tourism	\$90,000
	WIA Incentive Grant	\$18,470
	WIA Dislocated Worker Scholarship Grant	\$31,416
	<b>County Housing Contingency</b>	HCLT Capacity Building Grant
Foreclosure Prevention		\$10,500
LSSM Tenants Union		\$15,000
CIA Home Repair Annual Event		\$5,000
WAHC Gateway Apts. Accessibility Grant		TBD
<b>County General Fund</b>	County General Fund Allocation- OCD	\$35,000
	Human Services/Children's Well-being Funding	\$770,000
	Legal Services of S. Michigan- Public Defender	\$65,000
	Humane Society of Huron Valley	\$200,000
	Retired Senior Volunteer Program (RSVP)	\$12,000
	Fair Housing Center	\$35,050
	Legal Services of S. Michigan- Tenants Union	\$15,000
	Huron River/River Raisin Watershed Councils	\$19,641
	SEMCOG (Water Quality)	\$9,025
	Washtenaw County Conservation District	\$26,000
	Area Agency on Aging 1-B	\$22,320
	Dispute Resolution Center	\$25,000
	NAAPID	\$25,000
	NEW Center	\$10,000
	SEMCOG (Dues)	\$140,000
	MI Small Business & Tech Development Ctr	\$10,000
	Washtenaw Area Transportation Study	\$20,000
	Washtenaw/EMU Legal Resource Center	\$5,000
	Washtenaw Development Council/SPARK	\$100,000
	2007-08 ETCS CSBG Match	~\$353,334
<b>Flint Ink Foundation</b>	Habitat for Humanity Cross Street Project	\$85,000
<b>City of Ann Arbor General Fund</b>	Outside Human Services	\$1,362,306
<b>Habitat for Humanity Sponsors</b>	House Sponsorships	\$450,000
<b>Habitat for Humanity Volunteers</b>	Housing Construction	~\$93,000
<b>Michigan State University</b>	Extension: In-kind Community Development Staffing Support	\$20,000
<b>Robert Wood Johnson Foundation</b>	Blueprint for Aging Implementation Grant	\$750,000
<b>Salem Township</b>	Salem Drains Matching Funding	\$43,000
<b>Superior Township/ WCPRC MATCH</b>	Clark Trail Matching Funding	\$137,000
<b>Ypsilanti Township</b>	Devonshire Road Improvement Match Funding	\$20,000
<b>Total State &amp; Local Funding:</b>		<b>\$10,695,495<sup>19</sup></b>

## NEEDS<sup>1</sup>

Determination of the Urban County’s priority needs occurred through a public process beginning in the winter of 2003, with the development of the 2003-2008 Consolidated Strategy & Plan. The priority needs are referenced in the Consolidated Plan<sup>2</sup> under Special Needs/Non-Homeless, Gaps Analysis (Homeless) Priority Housing Needs, and Priority Non-housing Community Development Needs tables. Tables 1A, 2A & 2B of the consolidated plan are included here to summarize the housing and community development needs that were included in the Consolidated Plan. Each need was prioritized in the Consolidated Plan as a Low (L), Medium (M), or High (H) priority, and all projects will be selected for funding by following these priorities.

**Table 1A  
Homeless and Special Needs Populations**

**Continuum of Care: Homeless Population and Subpopulations Chart**

Part 1: Homeless Population	Sheltered		Unsheltered	Total
	Emergency	Transitional		
<b>Example:</b>	<b>75 (A)</b>	<b>125 (A)</b>	<b>105 (N)</b>	<b>305</b>
1. Homeless Individuals	100	40	168	<b>308</b>
2. Homeless Families with Children	17	21	4	<b>42</b>
2a. Persons in Homeless Families with Children	51	61	12	<b>124</b>
<b>Total (lines 1 + 2a)</b>	151	101	180	<b>432</b>
Part 2: Homeless Subpopulations	Sheltered		Unsheltered	Total
1. Chronically Homeless	19		31	<b>50</b>
2. Seriously Mentally Ill	20			
3. Chronic Substance Abuse	89			
4. Veterans	23			
5. Persons with HIV/AIDS	2			
6. Victims of Domestic Violence	54			
7. Youth	13			

<sup>1</sup> These tables reflect the need articulated in the Urban County jurisdictions only, and should not be read as a Countywide statement of need.

<sup>2</sup> One may access this plan by contacting Annette Rook at (734) 622-9015.

2006 Continuum of Care Housing Gaps Analysis Chart

		Current Location (Point-In-Time)	Estimated Need (Point-In- Time)	Current Inventory 2006	Under Development 2006	Unmet Need/Gap
<b>Individuals and Unaccompanied Youth</b>						
Beds	Emergency Shelter	100	122	80	0	42
	Transitional Housing	40	89	26	8	55
	Permanent Supportive Housing	87	184	104	18	62
	Unsheltered/Street	168				
<b>Total</b>		395	395	210	26	159
<b>Persons in Families with Children</b>						
Beds	Emergency Shelter	51	55	108	0	-
	Transitional Housing	61	55	74	0	-
	Permanent Supportive Housing	25	39	68	0	-
	Unsheltered/Street	12				
<b>Total</b>		149	149	250	0	-

Needs Area	Critical	High	Medium	Low
Engaging Key Stakeholders in Continuum of Care Planning			X	
Promoting Collaboration in Continuum of Care Planning			X	
Collecting Data on Homeless Populations and Needs	X			
Expanding Emergency Prevention Resources	X			
Addressing Impact of Institutional Discharge on Local Needs	X			
Assuring Outreach to Homeless Persons "On the Streets"			X	
Increasing Access to Emergency Shelter			X	
Increasing Access to Transitional Housing			X	
Expanding Financial Resources for Housing First Relocation	X			
Expanding Staffing to Assist in Housing First Relocation	X			
Increasing Linkages to Mainstream Resources and Supports		X		
Developing Supportive Housing for Non-Disabled Populations	X			
Developing Supportive Housing for Disabled Populations		X		
Assuring Adequate Supply of Affordable Permanent Housing	X			
Increasing Capacity for Linking Follow-Up Services to Housing		X		
Linking Employment and Related Supports for the Homeless		X		
Implementation of a Housing First Plan	X			
Other: Preservation of Affordable Housing	X			

**TABLE 2A – PRIORITY HOUSING NEEDS SUMMARY TABLE**

PRIORITY HOUSING NEEDS (households)		Priority Need Level High, Medium, Low	Unmet Need (*)	Goals	Estimated \$ to Address Needs (5 yr)	
<b>Renter Households</b>  Potential Projects: ▪ Rental Housing development ▪ Rental Rehab ▪ Code Enforcement ▪ Weatherization ▪ Supportive Services ▪ Accessibility	Small Related	0-30%	M	1,721 (81%)	10	\$300,000.00
		31-50%	M	1,305 (58%)	10	\$300,000.00
		51-80 <sup>3</sup> %	L	1,365 (24%)	0	\$0.00
	Large Related	0-30%	M	330 (85%)	10	\$300,000.00
		31-50%	M	193 (59%)	10	\$300,000.00
		51-80%	M	173 (47%)	10	\$300,000.00
	Elderly	0-30%	M	656 (52%)	10	\$300,000.00
		31-50%	M	335 (50%)	10	\$300,000.00
		51-80%	L	203 (9%)	0	\$0.00
	All Other	0-30%	M	3,247 (80%)	10	\$300,000.00
		31-50%	M	2,296 (69%)	10	\$300,000.00
		51-80%	L	3,001 (22%)	0	\$0.00
	<b>Owner Households</b>  Potential Projects: ▪ H.O. Assistance ▪ H.O. Rehab ▪ Down Pmt. Asst. ▪ Weatherization	0-30%	H	2,062 (76%)	25	\$625,000.00
		31-50%	H	2,450 (47%)	25	\$625,000.00
		51-80%	H	5,062 (39%)	35	\$1,200,000.00
<b>Special Populations</b> ▪ H.O. Assistance ▪ H.O. Rehab ▪ Down Pmt. Asst. ▪ Rental Assistance ▪ Weatherization	0-80%	M	5,596 <sup>4</sup> (31%)	20	\$1,000,000.00	
<b>Total Goals</b>				195	\$5,650,000	
<b>Total 215 Goals</b>				195	\$5,650,000	

\* Percent of all Households within this category experiencing housing problems

<sup>3</sup> Due to the HUD definition that in high income areas, the 80% income is capped at the national median income limit, the actual low-income number in the chart is approximately 72% of AMI.

<sup>4</sup> This calculation reflects the number of households in the Urban County with mobility or self care limitations from the 2000 CHAS census data.

<b>TABLE 1B: SPECIAL NEEDS (NON-HOMELESS) POPULATIONS<sup>5</sup></b>				
<b>SPECIAL NEEDS SUBPOPULATIONS</b>	<b>Priority Need Level High, Medium, Low, No Such Need</b>	<b>Unmet Need*</b>	<b>Dollars to Address Unmet Need</b>	<b>Goals</b>
Elderly	H	8100 (28%)	\$300,000	10
Frail Elderly	H	6,457 <sup>6</sup> (28%)	\$300,000	10
Severe Mental Illness	M	2,957 (80%)	\$250,000	5
Developmentally Disabled	M	7,890 (80%)	\$250,000	5
Physically Disabled	M	5,596 (31%)	\$250,000	5
Persons w/ Alcohol/Other Drug Addictions	M	10,236 (n/a)	\$250,000	5
Persons w/HIV/AIDS	M	490 (n/a)	\$250,000	5
Other			\$0	0
<b>TOTAL</b>			<b>\$1,850,000</b>	<b>45</b>

**\* Percent of all Households within this category experiencing housing problems**

<sup>5</sup> Since the programs funded by the CDBG, HOME, & ADDI programs will serve low and moderate income residents in special populations, there will be duplication on Tables 1B & 2A, with regard to numbers served, unmet need, dollars spent, etc.

<sup>6</sup> Frail elderly estimated in individuals, rather than households, due to the use of census data.

**2007-2008 Washtenaw CDBG/HOME Annual Action Plan**

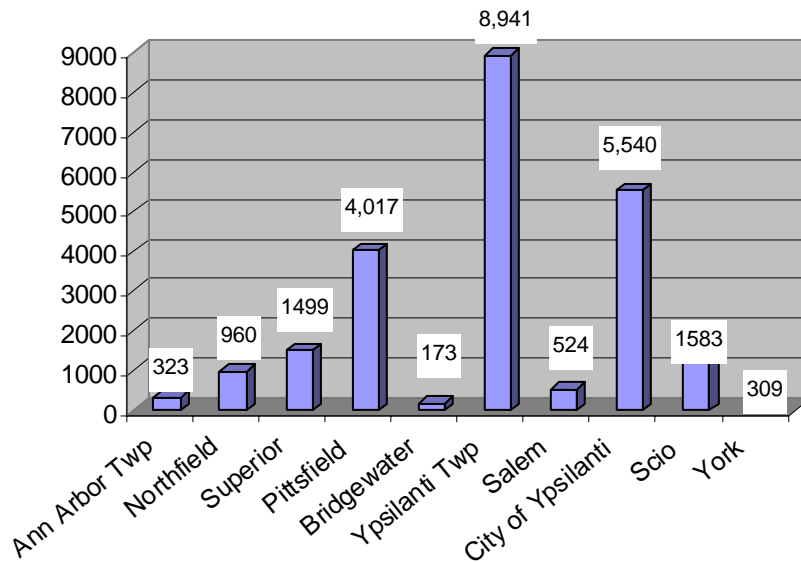
<b>TABLE 2B: COMMUNITY DEVELOPMENT NEEDS</b>				
<b>PRIORITY COMMUNITY DEVELOPMENT NEEDS</b>	<b>Priority Need Level High, Medium, Low, No Such Need</b>	<b>Unmet Priority Need</b>	<b>Dollars to Address Unmet Priority Need</b>	<b>Goals</b>
<b>PUBLIC FACILITY NEEDS (projects)</b>		N/A	N/A	
Senior Centers	<b>M</b>	N/A	N/A	<b>2</b>
Handicapped Centers	<b>N</b>	N/A	N/A	<b>0</b>
Homeless Facilities	<b>L</b>	N/A	N/A	<b>0</b>
Youth Centers	<b>M</b>	N/A	N/A	<b>1</b>
Child Care Centers	<b>M</b>	N/A	N/A	<b>1</b>
Health Facilities	<b>M</b>	N/A	N/A	<b>1</b>
Neighborhood Facilities	<b>M</b>	N/A	N/A	<b>2</b>
Parks and/or Recreation Facilities	<b>M</b>	N/A	N/A	<b>10</b>
Parking Facilities	<b>M</b>	N/A	N/A	<b>2</b>
Non-Residential Historic Preservation	<b>M</b>	N/A	N/A	<b>1</b>
Other Public Facility Needs	<b>M</b>	N/A	N/A	<b>3</b>
<b>INFRASTRUCTURE (projects)</b>		N/A	N/A	
Water/Sewer Improvements	<b>M</b>	N/A	N/A	<b>2</b>
Street Improvements	<b>M</b>	N/A	N/A	<b>3</b>
Sidewalks/ Bikepaths	<b>H</b>	N/A	N/A	<b>5</b>
Solid Waste Disposal Improvements	<b>L</b>	N/A	N/A	<b>0</b>
Flood Drain Improvements	<b>M</b>	N/A	N/A	<b>1</b>
Other Infrastructure Needs	<b>M</b>	N/A	N/A	<b>2</b>
<b>PUBLIC SERVICE NEEDS (people)</b>			N/A	
Senior Services	<b>H</b>	N/A	N/A	<b>1000</b>
Handicapped Services	<b>M</b>	N/A	N/A	<b>500</b>
Youth Services	<b>M</b>	N/A	N/A	<b>200</b>
Child Care Services	<b>H</b>	N/A	N/A	<b>200</b>
Transportation Services	<b>H</b>	N/A	N/A	<b>600</b>
Substance Abuse Services	<b>L</b>	N/A	N/A	<b>0</b>
Employment Training	<b>M</b>	N/A	N/A	<b>10</b>
Health Services	<b>H</b>	N/A	N/A	<b>1000</b>
Lead Hazard Screening	<b>H</b>	N/A	N/A	<b>75</b>
Crime Awareness	<b>M</b>	N/A	N/A	<b>20</b>
Other Public Service Needs	<b>M</b>	N/A	N/A	<b>100</b>
<b>ECONOMIC DEVELOPMENT</b>		N/A	N/A	
ED Assistance to For-Profits(businesses)	<b>M</b>	N/A	N/A	<b>1</b>
ED Technical Assistance(businesses)	<b>N</b>	N/A	N/A	<b>1</b>
Micro-Enterprise Assistance(businesses)	<b>M</b>	N/A	N/A	<b>1</b>
Rehab; Publicly- or Privately-Owned Commercial/Industrial (projects)	<b>L</b>	N/A	N/A	<b>0</b>
C/I* Infrastructure Development (projects)	<b>M</b>	N/A	N/A	<b>1</b>
Other C/I* Improvements(projects)	<b>M</b>	N/A	N/A	<b>1</b>
<b>PLANNING</b>	<b>M</b>	N/A	N/A	<b>5</b>

## AREAS OF CONCENTRATION/ GEOGRAPHIC DISTRIBUTION

### Low- Income Populations

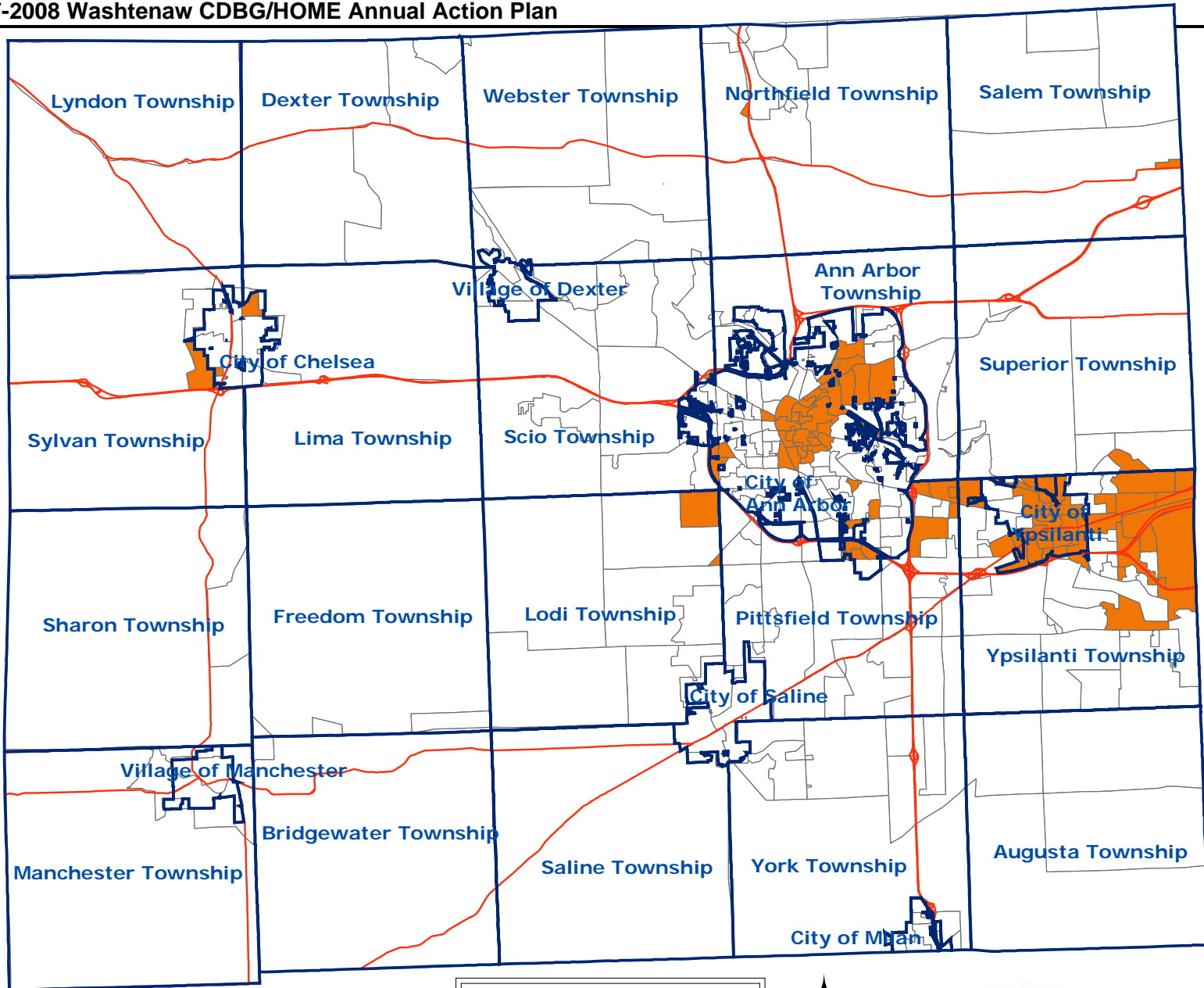
The Urban County housing and community development activities will be conducted throughout Ypsilanti, Ypsilanti Township, Pittsfield Township, Northfield Township, Superior Township, Scio Township, York Township, Salem Township, Ann Arbor Township, and Bridgewater Township, and will not generally be restricted to certain areas. However, neighborhoods with high concentrations of low-income households may be prioritized for CDBG owner-occupied rehabilitation, CDBG public services or public improvement projects, and/or HOME homeownership assistance projects. These neighborhoods generally include areas with older housing stock, concentrations of rental units, higher proportions of minority populations, and very-low to low-income households. As seen in the table below, the majority of the lower-income households in the Urban County reside in the Townships of Ypsilanti & Pittsfield and the City of Ypsilanti. Therefore, a large proportion of the projects funded by the ADDI, HOME, and CDBG grants will be located in and/or or benefit residents of those jurisdictions.

### Urban County Lower-Income Households



The map on the following page demonstrates all areas within the Urban County that have a concentration of low-income households of 51% or greater of the total number of households. These areas will be prioritized for community development and housing revitalization efforts.

2007-2008 Washtenaw CDBG/HOME Annual Action Plan



Washtenaw County, Michigan  
 Percentage of Low to Moderate Income  
 Households By Block Group

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

51% - 100%

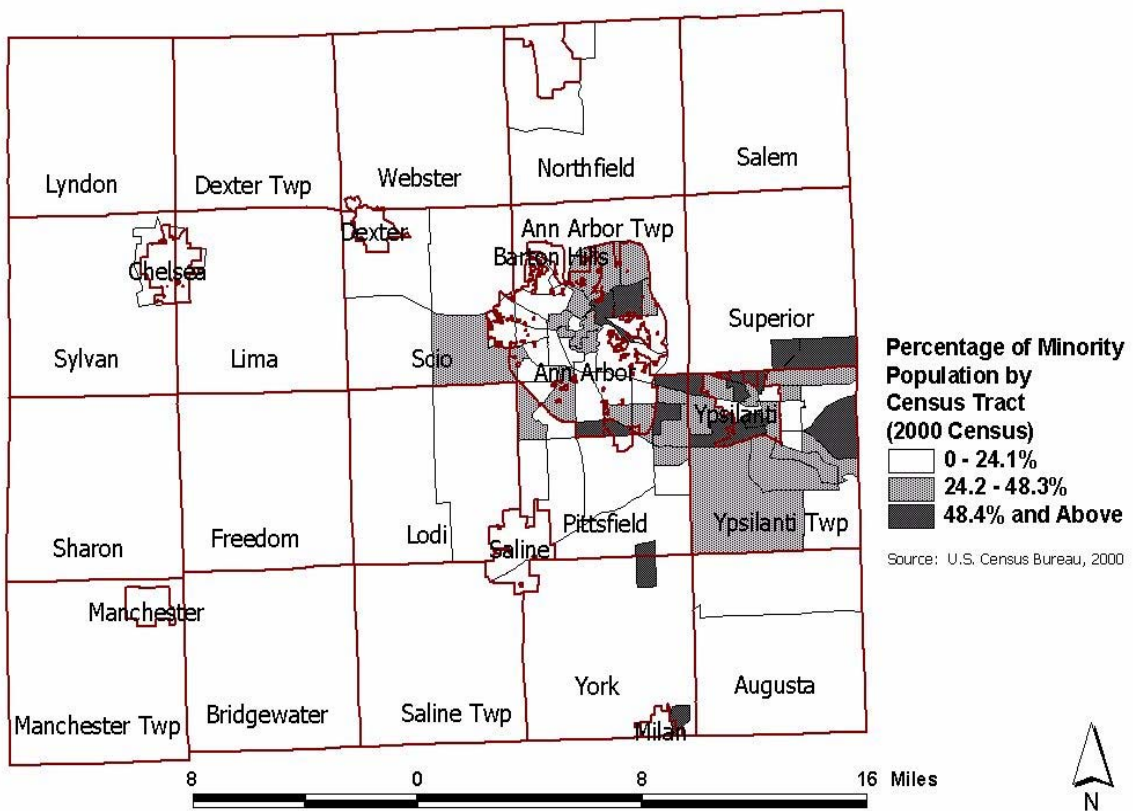


Map Prepared By Washtenaw County GIS Program  
 Source: U.S. Department of Housing and Urban Development (HUD) Boundary Files - Summary Level 090  
 US Census Bureau 2000 Census of Michigan, Low to Moderate Income Estimates FY06

**Minority Populations**

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

**Areas of Minority Concentration  
Washtenaw County Census Tracts**



**SECTION TWO: 2007-08 ANNUAL ACTION PLAN**

Dates of Plan: July 1, 2007- June 30, 2008

**GOALS/OBJECTIVES- 2003-2008 CONSOLIDATED PLAN**

The following pages identify the local goals, objectives, and priorities for addressing these general HUD goals over the five-year period July 1, 2003 through June 30, 2008. The priorities for various programs and activities are identified on Tables 1A, 2A, 1B, and 2B earlier in the strategic plan, with “H” being a high priority for funding consideration, “M” medium priority and “L” low priority. Further detail about specific projects by year will be included in the 2007-08 Annual Plan, which is provided as the second part of this document. Based on a review of the community development and housing needs and conditions in the Urban County area, the Urban County Executive Committee has established the following goals and objectives (detailed in tables 1C & 2C):

**TABLE 1C: SUMMARY OF SPECIFIC HOMELESS/SPECIAL NEEDS OBJECTIVES**

#	Specific Objectives	Performance Measure	Expected Units	Actual Units
<b>Homeless Objectives</b>				
1.	Increase the effectiveness of supportive services for the Chronically homeless	1. Ideal Centralized Response Process is mapped and ready to be rolled-out.	N/A- CoC	
2.	Increase the supply of permanent housing for homeless families	1. Plan to increase the capacity of np housing providers 2. Develop a pilot program with identified property management companies. 3. Obtain commitments, number of units, etc	N/A- CoC	
3.	Increase the supply of permanent supportive housing	1. Create and schedule building programs that target identified goals. 2. Map out the costs and sources of capital needed to achieve Blueprint’s housing goals. 3. Continue regular meetings of non-profit providers to build common agenda and teamwork. 4. Gain additional commitments for specific number of units.	N/A-CoC	
4.	Review Family Shelter structure, processes, and needs.	1. Map the housing first model for families 2. Create definitions of housing first terms 3. Develop intake assessment criteria by end of March, 2006 4. SOS to hold housing strategy meetings to explore transition from “sheltering” to “Housing First” model.	N/A- CoC	
5.	Establish an integrated and funding structure and process	1. Hold the Integrated Funding Symposium 2. Meeting with Washtenaw United Way Board or leadership 3. Meet with key stakeholders 4. Develop a pilot “integrated funding structure and process” by 4/06 5. Finalize the “integrated funding structure process”	N/A- CoC	
6.	Develop an evaluation research model that allows the community to identify what types of housing, services, and access work best for what people.	1. Compile contact list for services survey 2. Complete testing of services survey 3. Analyze and report data for services survey 4. Complete Cohort #1 profile from HMIS data 5. Present Point-In-Time County data and report to Continuum of Care 6. Analyze housing outcome data for Cohort #1 7. Draft report of the progress of research to date for Workgroup #17	N/A- CoC	
7.	Complete implementation of HMIS	1. Upgrade HMIS system to version 4.01 2. Complete test data transfer to Statewide HMIS system		

**2007-2008 Washtenaw CDBG/HOME Annual Action Plan**

		<ol style="list-style-type: none"> <li>3. Develop plan for participation for required HUD recipients not yet entering data</li> <li>4. Have all four new agencies trained on the system and participate.</li> </ol>		
	<b>Special Needs Objectives</b>			
1.	Secure a reliable funding stream for supportive services		N/A- CoC	
2	Increase services to people with drug and alcohol addictions & co-occurring disorders		1-2 units	
3	Expand opportunities for training and employment	<ol style="list-style-type: none"> <li>1. Finalize Model Development of anticipated integrated education and employment system for the homeless in Washtenaw County.</li> <li>2. Research enterprise businesses for startup to hire homeless individuals/locate employer champions</li> <li>3. Work with other Blue Print groups to avoid duplication of programs</li> <li>4. Youth Construction Training by Ozone House is still in progress.</li> </ol>	N/A- CoC	
4	Develop common service and administrative standards	<ol style="list-style-type: none"> <li>1. Development of a Standards Manual has begun. Draft chapter for Case Management Standards</li> <li>2. Complete final internal draft of Standards Manual</li> <li>3. Convene Pilot Evaluation Team made up of community agency representatives.</li> <li>4. Reconvene planning team to make revisions suggested by Pilot Evaluation Team</li> <li>5. Begin designing process for incorporating standards with Alliance member agencies</li> </ol>	N/A- CoC	

<b>TABLE 2C: SUMMARY OF SPECIFIC HOUSING/COMMUNITY DEVELOPMENT OBJECTIVES (TABLE 2A/2B CONTINUATION SHEET)</b>				
<b>Obj #:</b>	<b>Specific Objectives</b>	<b>Performance Measure</b>	<b>Expected Units</b>	<b>Actual Units</b>
<b>Rental Housing Objectives</b>				
<b>1A</b>	<b>HUD Objective: Decent Housing</b> <b>HUD Outcome: Availability</b> To improve the quality, management, and supply of existing rental property available to low- and moderate-income households	# of units affordable and/or accessible	100	
<b>Owner Housing Objectives</b>				
<b>2A</b>	<b>HUD Objective: Decent Housing</b> <b>HUD Outcome: Sustainability</b> To increase homeowner rehabilitation opportunities for low- and moderate-income households	# of units brought from substandard to standard	55	
<b>2B</b>	<b>HUD Objective: Decent Housing</b> <b>HUD Outcome: Affordability</b> To increase homeownership opportunities for low- and moderate-income households	# of affordable units; # of substandard units brought to standard	40	
<b>Community Development Objectives</b>				
<b>3A</b>	<b>HUD Objective: Suitable Living Environment</b> <b>HUD Outcome: Sustainability</b> 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.	# HH w/ new or improved access	23	
<b>Infrastructure/ Public Facility Objectives</b>				
<b>4A</b>	<b>HUD Objective: Suitable Living Environment</b> <b>HUD Outcome: Sustainability</b> To promote the safety & health of residents by providing and/or improving infrastructure & other public facility needs in low- and moderate-income areas.	# HH w/ new or improved access	13	
<b>Public Services Objectives</b>				
<b>5A</b>	<b>HUD Objective: Suitable Living Environment</b> <b>HUD Outcome: Availability/Accessibility</b> To promote housing & community stability by addressing identified gaps in public/human services.	#people w/ new or improved access	1210	
<b>5B</b>	<b>HUD Objective: Suitable Living Environment</b> <b>HUD Outcome: Availability/Accessibility</b> To promote access to mainstream resources, improve safety and livability, reduce isolation, encourage employment, and support special populations & the homeless.	#people w/ new or improved access	1210	
<b>5C</b>	<b>HUD Objective: Suitable Living Environment</b> <b>HUD Outcome: Availability/Accessibility</b> To promote community inclusion and accessibility to public transportation, fair housing choice, and economic opportunities for low- and moderate-income households.	#people w/ new or improved access	1210	
<b>Economic Development Objectives</b>				
<b>6A</b>	<b>HUD Objective: Creating Economic Opportunities</b> <b>HUD Outcome: Availability/Accessibility</b> To encourage the development of jobs and economic opportunities for low- and moderate-income populations.	# of jobs created/ # of business assisted	5	
<b>Other Objectives</b>				
<b>7A</b>	<b>HUD Objective: Suitable Living Environment</b> <b>HUD Outcome: Sustainability</b> To create community plans that address identified community & housing development needs.	# of plans created	5	

## SUMMARY OF PROJECTS PLANNED

This is year five of a five-year plan, with a total of ten jurisdictions participating in the Urban County for the July 1, 2007- June 30, 2008 program year. The following section includes a brief list of the 2007-08 funded projects, and the corresponding CDBG, HOME, and ADDI program budgets. A more detailed list of the projects that will be undertaken with the 2007-2008 funding can be found in Attachment A- HUD Table 3.

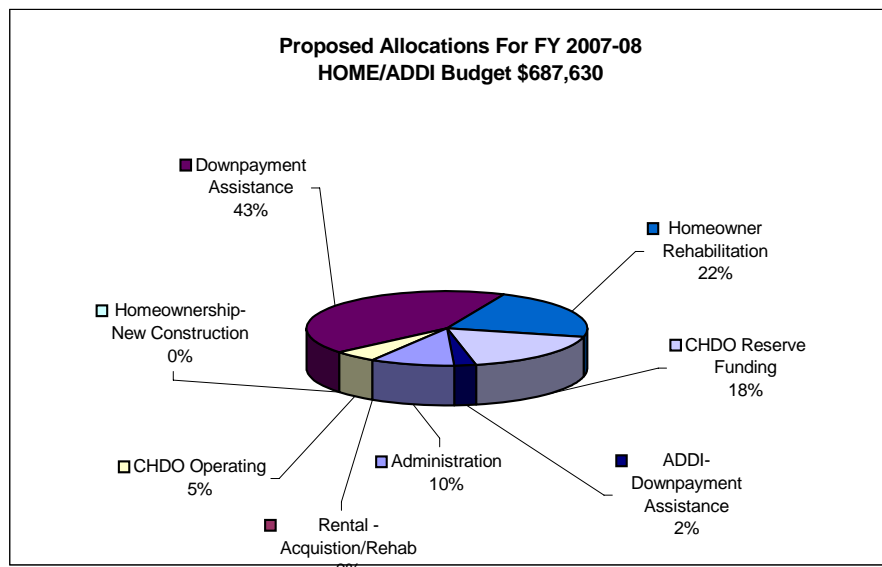
<b>SUMMARY OF PROPOSED 2007-08 CDBG, HOME, &amp; ADDI PROJECT ALLOCATIONS</b>			
<b>COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)</b>	<b>FUNDING AMOUNT</b>	<b>HOME INVESTMENT PARTNERSHIPS (HOME) &amp; AMERICAN DREAM DOWN PAYMENT INITIATIVE (ADDI)</b>	<b>FUNDING AMOUNT</b>
<b>OWNER-OCCUPIED HOUSING REHABILITATION</b> <u>Washtenaw County Office of Community Devel.</u> 110 N. Fourth Ave, Suite 300, Ann Arbor, MI Rehabilitation to Housing Quality Standards- 5 HH Addresses TBD	<b>\$125,000</b>	<b>DOWN PAYMENT ASSISTANCE (ADDI)</b> <i>Down Payment Assistance- 2 HH Addresses TBD<sup>1</sup></i>	<b>\$16,775</b>
<b>HOUSING REHABILITATION SVC. DELIVERY</b> <u>Washtenaw County Office of Community Devel.</u> 110 N. Fourth Ave, Suite 300, Ann Arbor, MI	<b>\$31,250</b>	<b>DOWN PAYMENT ASSISTANCE (HOME)</b> Down Payment Assistance for 20 HH Addresses TBD <sup>1</sup>	<b>\$295,000</b>
<b>PUBLIC/ HUMAN SERVICES</b> <u>Michigan Ability Partners: Rep. Payee Svcs.</u> 3810 Packard, Suite 200, Ann Arbor, MI 48108 <u>Child Care Network: Child Care Scholarships</u> 3060 Packard, Suite G, Ann Arbor, MI 48108 <u>Northfield's Human Services: Transportation</u> 9101 Main Street, Whitmore Lake, MI 48189 <u>Neighborhood Senior Services: Senior Services</u> 5361 McAuley Drive, Ann Arbor, MI 48106 <u>Corner Health Center: Heath Care Services</u> 47 N. Huron Street, Ypsilanti, MI 48197 <u>Ypsilanti Meals on Wheels: Meal Delivery</u> 1110 W. Cross Street, Ypsilanti, MI 48197	<b>\$20,000</b> <b>\$40,000</b> <b>\$40,066</b> <b>\$25,000</b> <b>\$30,860</b> <b>\$22,684</b>	<b>CHDO OPERATING ASSISTANCE (HOME)</b>  <u>Community Housing Alternatives</u> 107 Ferris, Ypsilanti, MI 48197  <u>Homeplace Community Land Trust</u> 333 Parkland Plaza Drive Ann Arbor, MI 48103	<b>\$18,169</b>  <b>\$15,373</b>
<b>PUBLIC IMPROVEMENTS</b> <u>Pittsfield Twp Sidewalks- Phase II</u> Census Tracts: 4143 & 4140 <u>Superior/Ypsilanti Township Clark Road Trail</u> Census Tract: 4074 <u>Ypsilanti Township Devonshire Road Improvement/</u> <u>Russell Street Sidewalk Project</u> Census Tract: 4122 <u>Northfield Township Senior Center- Phase II</u> 9101 Main Street Whitmore Lake, MI 48189 <u>City of Ypsilanti Senior Center- Phase II</u> <u>Census Tract: 4106</u> <u>City of Ypsilanti Parkridge CC- Phase II</u> <u>Census Tract: 4103</u> <u>City of Ypsilanti Rutherford Pool- Phase II</u> Census Tract: 4106 <u>City of Ypsilanti Accessibility Project- Curb Cuts</u> Citywide- locations TBD <u>Salem Township Drain Project</u> Salem Hamlet Area	<b>\$60,445</b> <b>\$125,000</b> <b>\$140,000</b> <b>\$100,000</b> <b>\$47,119</b> <b>\$11,983</b> <b>\$29,047</b> <b>\$51,851</b> <b>\$43,000</b>	<b>CHDO RESERVE FUNDING (HOME)</b> <i>Acquisition or Rehab of Rental Housing and/ or Homeownership Development</i> Unallocated- Addresses TBD <sup>1</sup>  <b>OWNER-OCCUPIED HOUSING REHABILITATION</b> <u>Washtenaw County Office of Community Development</u> 110 N. Fourth Ave, Suite 300 Ann Arbor, MI 48107 Rehabilitation to Housing Quality Standards Addresses TBD	<b>\$125,228</b>  <b>\$150,000</b>
<b>ADMINISTRATION &amp; PLANNING (CDBG)</b> <u>Office of Community Development</u> 110 N. Fourth Avenue, Ann Arbor, MI 48107	<b>\$235,826</b>	<b>ADMINISTRATION &amp; PLANNING (HOME)</b> <u>Office of Community Development</u> 110 N. Fourth Avenue, Ann Arbor, MI 48107	<b>\$67,085</b>
<b>2007-08 CDBG TOTAL</b>	<b>\$1,179,131</b>	<b>2007-08 HOME/ADDI TOTAL</b>	<b>\$687,630</b>

## 2007-08 CDBG/HOME/ADDI PROGRAM BUDGETS

### HOME BUDGET

Since the inception of HOME Investment Partnerships Program (HOME) funding in 2001, the Urban County Executive Committee has approved the following activities of (1) Homeownership- new construction; (2) acquisition/rehabilitation/resale (for homeownership projects); (3) rental acquisition/rehabilitation; (4) down payment assistance; (5) CHDO technical assistance/site control; (6) CHDO Reserve Funding; and (7) Owner-occupied housing rehabilitation. Projected residuals include all unspent funding from fiscal year(s) 2004-06. Washtenaw County will receive a new allocation of HOME funding beginning July 1, 2007. The total projected available budget, by category, is as follows:

HOME/ADDI BUDGET				
Funding Category	FY 2007/08 Allocation	Projected Residuals	Projected Program Income	Totals
Administration	\$67,085	\$33,850	\$0	\$100,935
Rental - Acquisition/Rehab	\$0	\$301,950	\$0	\$301,950
CHDO Operating	\$33,542	\$0	\$0	\$33,542
Homeownership- New Construction	\$0	\$101,000	\$0	\$101,000
Downpayment Assistance	\$295,000	\$87,000	\$0	\$382,000
CHDO TA/Site Control Loan	\$0	\$10,323	\$0	\$10,323
Homeowner Rehabilitation	\$150,000	\$0	\$10,000	\$160,000
CHDO Reserve Funding	\$125,228	\$178,023	\$0	\$303,251
ADDI- Downpayment Assistance	\$16,775	\$10,000	\$0	\$26,775
<b>HOME Total</b>	<b>\$687,630</b>	<b>\$722,146</b>	<b>\$10,000</b>	<b>\$1,419,776</b>



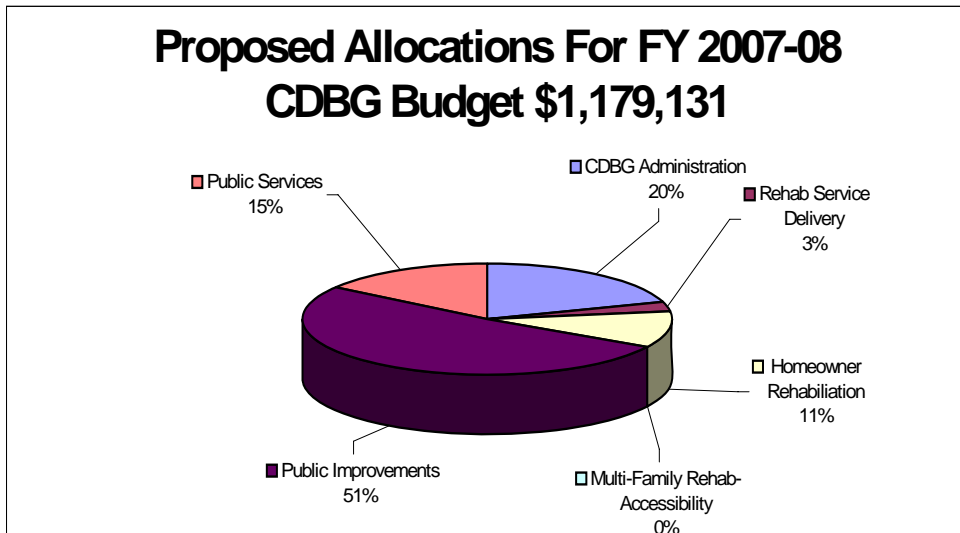
**NOTE TO PUBLIC:** In 2004, Washtenaw County received an initial allocation of American Dream Down Payment Initiative (ADDI) funding in the amount of \$56,618, and another allocation in 2006 in the amount of \$16,675. ADDI residuals reflect \$10,000 which is committed to Habitat for Humanity of Huron Valley. The County did not receive ADDI funding in fiscal year 2005. New construction residuals include \$101,000 in fiscal year 2006-07 HOME funds allocated to Habitat for Humanity of Huron Valley. Down Payment Assistance residuals include \$87,000 in fiscal year 2006-07 funding committed to Washtenaw Affordable Housing Corporation (WAHC) and Habitat for Humanity of Huron Valley's Down Payment Assistance Programs. Rental acquisition and rehabilitation residuals include 2006-07 funding in the amount of \$150,000 as well as \$151,950 of 2004/2005 unexpended funds. Projected program income includes an estimate of \$10,000 from the owner-occupied housing rehab. CHDO Reserve Funding 2006/07 residuals of \$178,023 will be allocated to projects submitted for funding by the County's Community Housing Development Organizations (CHDO's). Residual Technical Assistance funds from 2006/2007 in the amount of \$10,323 are committed to the County's newest CHDO, Homeplace Community Land Trust, and will be expended during the 2007/08 grant year.

**CDBG BUDGET**

Since the inception of Community Development Block Grant (CDBG) funding in 2003, the Urban County Executive Committee has approved the following activities: (1) homeowner rehabilitation; (2) public improvements; (3) public services; and (4) multi-family rehab. Projected residuals include estimates of all unspent funding from fiscal year(s) 2004-06, as of June 30, 2007. Washtenaw County will receive a new allocation of CDBG funding beginning July 1, 2007. The total projected available budget, by category, is as follows:

**CDBG BUDGET**

Funding Category	FY 2007/08 Estimated Allocation	Projected Residuals	Projected Program Income	Totals
CDBG Administration	\$235,826	\$49,400	\$0	\$285,226
Rehab Service Delivery	\$31,250	\$47,233	\$0	\$78,483
Homeowner Rehabilitation	\$125,000	\$208,745	\$10,000	\$343,745
Multi-Family Rehab- Accessibility	\$0	\$15,000	\$0	\$15,000
Public Improvements	\$608,445	\$608,466	\$0	\$1,216,911
Public Services	\$178,610	\$0	\$0	\$178,610
<b>CDBG Total</b>	<b>\$1,179,131</b>	<b>\$928,844</b>	<b>\$10,000</b>	<b>\$2,117,975</b>



**NOTE TO PUBLIC:** Residuals include \$2,115 of 2004-05, \$106,630 of 2005-06 of and \$100,000 of 2006-07 funding for the County's Homeowner Rehabilitation Program, as well as \$15,000 of 2006-07 funds for the Multi-Family Rehabilitation Program, which will now be administered directly by the Office of Community Development. For the 2007-08 fiscal year proposed Public Improvement projects include: Bus shelters in Pittsfield Township, Phase II of the rehabilitation of the Parkridge Senior Center in the City of Ypsilanti, Phase II of the rehabilitation of the Northfield Senior Center, the non-motorized Clark Trail in Superior and Ypsilanti Townships, Reconstruction of Devonshire Street/sidewalk construction in Ypsilanti Township and the Hamlet Drain project in Salem Township. CDBG-funded public/human services in 2006-07 included: transportation, payee services, child care scholarships, food delivery, and home maintenance & home injury prevention. Estimated program income is anticipated to be received from prior year owner-occupied housing rehabilitation projects.

## **OTHER ACTIONS RESPONDING TO NEEDS IN THE 2003-2008 CONSOLIDATED PLAN**

### **Public Policies/ Addressing Barriers to Affordable Housing & Community Stability**

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

- Coordination of Human Services Collaborative Council and Continuum of Care Board;
- Support and participation with the Washtenaw Housing Alliance;
- Implementation of the Washtenaw County Comprehensive Plan;
- Coordinate with the City of Ann Arbor on housing projects that meet the needs of low-income residents;
- Encourage participation in preparation of annual plans and decision-making from low-income residents, their representatives, and other stakeholders;
- Utilizing plans, goals, and input from all jurisdictions for the development of a performance measurement system that reflects local goals and outcome measures;
- Implementation of a system of "Communities of Interest" that guide the County's decision-making and development of services.
- Develop partnerships with local jurisdictions and between County departments to encourage regional decision-making on land use, affordable housing, transportation, etc.

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

Washtenaw County continues to work on the following activities to overcome gaps in institutional structures and to facilitate partnerships within and between governmental entities:

- In order to disseminate information about County services (including housing and community development) to the community, Washtenaw County will continue the initiative to redevelop itself as an "E-Government". E-Government can be defined as the services made available via Internet access whereby the business of government is conducted. Technologies now available allow governments to interact in new, more efficient ways with customers, employees, partner and constituents and to create new applications and services that were not previously possible.
- The County continues to meet on a monthly basis with MSHDA, Local Initiatives Support Corporation (LISC), and the City of Ann Arbor to discuss coordinated plans for technical assistance provision and systems coordination between funding agencies. The goal of these meetings is to communicate better about current housing development projects, to revise forms and systems for housing development providers, and to develop coordinated plans and funding for technical assistance to local nonprofit housing providers.
- The Office of Community Development plans to negotiate a partnership with the Local Initiatives Support Corporation to provide group technical assistance opportunities and Capacity Mapping for local nonprofit housing providers.

### **Enhancing Intergovernmental Cooperation**

Washtenaw County plans to continue the following seven main initiatives to enhance intergovernmental cooperation during the period July 1, 2007- June 30, 2008:

- In the fall of 2004, Washtenaw County and the City of Ann Arbor combined their community development programs for a new Joint Office of Community Development (OCD). The new Office will continue to work to integrate additional processes, forms, requests for proposals, and their rehabilitation program, with the goal of creating efficiencies and sharing staff expertise across programs.

## **2007-2008 Washtenaw CDBG/HOME Annual Action Plan**

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- The OCD will participate with the Washtenaw County Funding Forum to coordinate & implement a community-wide system of performance measurement/ outcome funding with Pfizer, the Ann Arbor Area Community Foundation, the Knight Foundation, the Washtenaw Community Health Organization, other County departments, and the City of Ann Arbor. This system includes an online application and performance reporting system for human services funding.
- The OCD will partner with the Continuum of Care Board, Human Services Collaborative Council, and Washtenaw Housing Alliance to implement the Washtenaw County Blueprint to End Homelessness.
- Washtenaw County and the City of Ann Arbor will continue to collaborate in program development, CHDO Certification, Monitoring, RFP format, and in funding several housing projects as previously identified.
- The OCD will continue to work with the City and 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.
- The OCD will continue to provide technical assistance and staffing support to the Washtenaw Housing Education Partners (WHEP) program to provide homebuyer counseling, financial management, and homeownership counseling to low-income homebuyers in the County.
- The OCD will work with the Urban County Executive Committee to invite new members to the Urban County for the next qualification period (July 1, 2009- June 30, 2012); obtain signed cooperation agreements for each new member; and submit all required paperwork to HUD.

### **Public Housing Improvements and Resident Initiatives**

The Ypsilanti Housing Commission's jurisdiction is primarily the City of Ypsilanti and Ypsilanti Township, although like most PHAs, some of its Section 8 vouchers are used within a much larger area. The Ypsilanti Housing Commission (YHC) administrative offices are within the southwest portion of Ypsilanti, an area that has recently come to be known as the Gateway area. The YHC currently operates **195 units** of public housing and 197 tenant-based Section 8 vouchers. They will continue to manage those units for the 2007-08 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, which is a new participant in the Urban County, the Office of Community Development is still exploring the ways in which County Housing Contingency, HOME, and CDBG funding can be used to assist the Ypsilanti Housing Commission residents.

### **Use of Publicly-Owned Land for Housing and Community Development**

Washtenaw County will coordinate with the Treasurer's Office to determine the feasibility of a land bank for Washtenaw County, the main purpose of which would be to turn over tax-reverted properties to nonprofit and for-profit entities that planned to complete housing, community, and/or economic development activities for County residents.

### **Lead Based Paint Hazard Reduction**

During the program year, the Urban County will take action to evaluate and reduce lead-based paint hazards in each housing unit assisted through its rehabilitation and homeownership assistance programs. Lead-based paint hazard reduction is an integral part of the housing rehabilitation efforts that will be funded by this CDBG, ADDI, and HOME dollars. All housing units assisted will be inspected and evaluated for potential lead-based paint hazards. When conditions are found which indicate a potential lead-based paint hazard, appropriate remedial action will be included as a part of the rehabilitation work performed.

County and City of Ann Arbor rehabilitation staff members were trained by MSHDA in their "Training for Trainers" program, and will complete at least one free training for local contractors on Lead Safe Work Practices in 2007-08. New regulations are in process to require that all contractors that work with houses that have a potential for lead hazards be certified in these work practices. The OCD will work to develop training classes for local contractors to address this need.

The Urban County will work with its sub-recipients to insure that an educational notice will be distributed to all housing rehabilitation and homeownership assistance recipients. This notice describes the dangers of lead-based paint, the symptoms of lead paint poisoning, and instructions on actions to be taken if symptoms of lead-based paint poisoning are present. This notice is also available to the general public.

### **Ensuring Compliance- Program & Comprehensive Planning Requirements**

Office of Community Development staff members will continue to ensure program compliance through the following: attendance at technical assistance workshops and conferences; a feedback system that includes public hearings and public meetings; and oversight by the Urban County Executive Committee and the Board of Commissioners (through the Board Chair). All federally funded nonprofit entities are required to provide the County with copies of independent audits.

Staff members will perform monitoring visits with all CDBG and HOME-funded organizations on an annual basis to review program performance, CHDO status, organizational capacity, recordkeeping, and financial management. Staff members will also reviews audits, financial reports and Federal 990 nonprofit tax forms; and, in 2007, will schedule site visits to ensure program and administrative compliance. This information provides a clear indication of board oversight and administrative control. The entire monitoring process will consist of an official monitoring letter sent at least two weeks before the visit, a visit, a review of records, a report after the visit of findings and/or concerns, and follow-up to address concerns. In addition, bi-annual reports will be collected for human service agencies, and housing organizations will provide set-up and completion reports for all projects.

### **Reducing the Number of Persons Below the Poverty Level**

In the coming year, the County and other public and private organizations will work to reduce the number of persons living below the poverty level by enhancing their opportunities for self-sufficiency 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 \$11.55 or \$9.87 with benefits.
- The County will continue to fund SPARK (Washtenaw Development Council) to support their efforts to encourage the development and maintenance of economic opportunities in the County.
- The County will encourage CHDOs and other nonprofits to hire participants and local

- contractors for work in CDBG or HOME funded activities. This employment may take the form of property management/maintenance, landscaping, childcare, elder care, etc.
- The County will continue to fund a variety of outside human service programs that serve residents of the Urban County through \$770,000 in annual general fund expenditures, including permanent supportive housing services, Teen Link, 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, Parents as Teachers, early learning & intervention, and prenatal programming. These programs will assist families to reach their full potential, increase self-sufficiency, and work to address gaps in other mainstream programs for individuals below the poverty line.
  - The County will make efforts to assist those living below the poverty level by promoting affordable housing and by requiring coordination of services of all sub-recipients of CDBG and HOME funds to lessen the financial burden on this population.
  - Low-income housing providers will maintain and increase their current stock of affordable housing that is reserved specifically for low-income households.
  - The Washtenaw County Department of Employment Training & Community Services administers Community Services Block Grant dollars specifically on projects that reduce poverty and revitalize neighborhoods.
  - The Washtenaw United Way will continue to fund approximately human service organizations that provide such services as education, homeless prevention, dental, health care, substance abuse treatment, counseling, food delivery, youth programs, tutoring, payee services, meal delivery, senior services, employment services for ex-offenders, shelter, advocacy, etc.
  - The Ann Arbor Area Community Foundation will continue to fund a variety of human services in the County.
  - The Washtenaw Human Services Community Collaborative (HSCC) is Washtenaw County's implementation of the state-mandated Multi-Purpose Collaborative Body community planning process. The HSCC recently released a new plan to improve outcomes in Washtenaw County in the areas of safety, economic well-being, health, and intellectual/social development. In addition, the HSCC coordinator manages the Barrier Busters Unmet Needs Fund, which combines emergency funding from a variety of sources, including those from the City of Ann Arbor and Washtenaw County to pay for such things as eviction prevention, prevention of utility shut-off, and car repairs.

### **Affirmatively Furthering Fair Housing**

The Fair Housing Center of Southeastern Michigan recently completed the first Urban County Analysis of Impediments to Fair Housing Choice, which included only the initial members of the Urban County and the former HOME Consortium areas. The final report is currently available on the Washtenaw County Office of Community Development website at the following link: [http://www.ewashtenaw.org/government/departments/community\\_development/plans\\_reports\\_data](http://www.ewashtenaw.org/government/departments/community_development/plans_reports_data)

During the period July 1, 2007- June 30, 2008, the Office of Community Development and the Urban County Executive Committee will continue to develop a 5-year work plan to implement the strategies included in the Consolidated Strategy and Plan to improve access to fair housing choice within the Urban County boundaries.

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

- The on-going testing work through the Fair Housing Center of Washtenaw County;
- Washtenaw County's on-going support of housing non-profits that work to add to affordable housing stock;

- Washtenaw County's support of agencies which provide services to low-income households; and
- The County's provision of fair housing materials.

### **Actions Taken to Implement a C of C Strategy for the Homeless**

**Continuum of Care Board-** The local C of C Board membership includes individuals who also participate in the development and implementation of other community planning processes and activities. These include the City of Ann Arbor and Washtenaw County Consolidated Strategies and Plans, the Washtenaw County Comprehensive Plan, the 5-year plans for Ann Arbor and Ypsilanti Housing Commissions, the Multi-Purpose Collaborative Body known as the Human Services Community Collaborative (HSCC), all Mainstream Resources, the Washtenaw Housing Alliance, the City of Ann Arbor Housing Policy Board and other local community plans. The Board currently operates as an "action group" of the HSCC, and board members are selected by the nominating committee.

In 2007-08, the County will complete and/or assist with the following eight main projects/processes to help implement the Continuum of Care strategy for homeless services:

- Work with City of Ann Arbor and area homeless providers to implement the Homeless Management Information System (HMIS);
- Coordinate a point-in-time count of the Homeless;
- Complete MSHDA and HUD applications for SHP, ESG, and SPC funding;
- Provide technical assistance to agencies in completing their funding applications;
- Fund and provide mental health, public health, environmental health, and veteran's services programs to promote health, housing stability, children's well-being, and safety of County residents;
- Provide funding for homeless employment specialist through County ETCS;
- Provide facilities support to new Delonis Center shelter in Ann Arbor;
- Fund "enhanced management services" for tenants of Avalon Housing's Permanent Supportive Housing; and
- Fund the Project Outreach Team (PORT), a street outreach program staffed by Community Support and Treatment Services and community psychiatrists from the University of Michigan Department of Psychiatry. PORT specifically targets chronically homeless individuals who are on the street, living in tent communities in remote park areas, under bridges, in parking structures, etc., and works closely with the shelter, psychiatric emergency services and the CSTS ACCESS (intake and assessment) system.
- Work with the Human Services Community Collaborative to integrate the Continuum of Care administration, decision-making, planning, and evaluation of the homeless services in Washtenaw County.
- Work with the Washtenaw Housing Alliance to implement the County Blueprint to End Homelessness.

**Discharge Planning-** The Continuum of Care has been working over the past several years to develop a discharge plan, in order to prevent individuals leaving institutional settings from becoming homeless and/or to reduce the amount of time spent in homelessness. The bullets below summarize the activities that currently make up the local discharge plan.

- The State of Michigan has a program called the Michigan Prisoner Re-entry Initiative (MPRI) to serve ex-offenders coming out of the correctional system. The local MPRI program is in Phase II of its implementation. They have hired a community coordinator and are in the resource and data collection stage of a community assessment and implementation plan. Note: Urban County CDBG and/or HOME funding for MPRI housing will only be utilized if first reviewed and approved by the neighborhood and corresponding local unit of government.
- A County "Street Outreach Court" has been developed over the past year and served 33 people in its first six months of operation. This court provides the opportunity for

- individuals with minor offenses who are chronically homeless or at risk of homelessness to clear their warrants, obtain assistance with finding housing, and pursue recovery and treatment without fear of arrest. The court is not held in a courtroom setting and has a “no arrest” policy.
- Community Support and Treatment Services (CSTS) has an official discharge planning policy that initiates discharge planning processes at the earliest feasible point during service delivery based upon the client’s level of functioning. Upon discharge or transfer of clients, CSTS case managers and a placement coordinator are responsible to ensure that the client has a viable housing option available. This process is supported by a full-time housing coordinator.
  - Project Outreach Team (PORT) collaborates with the University of Michigan Hospital psychiatric unit to identify housing options for discharged patients and participates in ongoing work groups to address discharge planning issues. With regard to the jail system, CSTS and PORT are implementing a new Discharge Plan and Procedure based on the GAINS Center Recommendations for Best Practices. PORT also provides pre-jail and post-jail diversion programs that provide advocacy with courts for chronically homeless persons.
  - The Shelter Association of Washtenaw County (SAWC) coordinates with the University of Michigan Hospital System so that discharged patients are not sent to the Shelter without an assessment. The assessments enable the WCSA to identify clients that it can serve appropriately and to add clients to its wait list in a timely manner.
  - MAP has created the CEO Program which is an intensive employment training and placement program for ex-offenders re-entering the community. That project serves about 65 people per year. It includes Moral Recognition Therapy, employment skills preparation, empowerment training, mock and taped interviews with real employers and individual job development.

### **Assistance to Persons with Other Special Needs**

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

**Individuals with HIV/AIDS-** Housing Services to persons with HIV/AIDS are provided through the HIV/AIDS Resource Center (HARC) and their Housing Specialist. HARC provides assistance with housing location, eviction prevention, and permanent housing plans. While the HOPWA certificate program is no longer available, HARC continues to provide limited direct financial housing assistance for eligible clients. Through HARC's case management services and collaborative agreements with other service providers, HOPWA clients also receive residential supportive services, including: medication adherence, transportation to medical appointments, financial management, payee services, and in-home assistance when necessary. HARC also provides HIV/AIDS testing, supplemental food, health education and risk reduction, and supportive services for people living with HIV/AIDS. HARC receives a HOPWA grant in the amount of \$81,542 for direct housing assistance, support services, and housing placement assistance.

**Elderly-** Neighborhood Senior Services, the Housing Bureau for Seniors, Ypsilanti Meals on Wheels, and the County ETCS Department together provide outreach, support services, meal delivery, home repair services, West Nile prevention, ramp building services, foreclosure prevention, and other support services to the elder residents of Washtenaw County to help them

stay in their homes and increase the safety of their residences. In addition, over 40 public, public, and nonprofit organizations recently developed a “Blueprint for Aging”, in order to more effectively serve the older adult residents of Washtenaw County. In late 2006, they received a Robert Wood Johnson Foundation grant to implement this plan, which will be administered by Catholic Social Services. For more information on these efforts, please see their website:

<http://www.blueprintforaging.org>

### **American Dream Down Payment Initiative (ADDI) Program**

**Planned Use of ADDI Funding-** The County will contract with one or more local nonprofit organizations to provide rehabilitation and down payment assistance to first-time low-income homebuyers<sup>7</sup> that reside in or wish to buy homes in the Urban County areas. This assistance will be limited to the greater of \$10,000 or 6% of the purchase price of the unit.

**Description of Actions to Ensure Suitability of Families for Homeownership-** Washtenaw County contributes \$25,000 annually to leverage other state and local resources to support a homebuyer education program that is run by the Washtenaw Housing Education Partners (WHEP). This is a collaborative operation between Community Housing Alternatives, MSU Extension, and POWER, Inc. that provides orientation, pre-purchase education, one-on-one counseling, credit reports, and financial management classes to ensure that the participants of the ADDI and HOME DPA and homeownership programs are financially ready to purchase a home. In addition, the WHEP collaborative has recently finished program guidelines, which require that the total housing cost of participants does not exceed 30% of their income and their total debt-to-income ratio does not exceed 42%.

**Plan for Outreach to Public & Manufactured Housing Sites-** County HOME/ADDI program staff & WHEP will distribute marketing materials to manufactured housing sites, cooperatives, public housing residents, Section 8 agents, and local nonprofit housing providers.

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<sup>7</sup> Definition of First-time homebuyer: an individual or household that has not owned home during three year period prior to purchase of HOME-assisted unit; or a “**displaced homemaker**” or “**single parent**”, and who, even if while a homemaker or married, owned a home with his or her spouse or resided in a home owned by the spouse. A displaced homemaker is defined by HUD as an individual who: 1) is an adult; 2) has not worked full-time full-year in the labor force for a number of years but has, during such years, worked primarily without remuneration to care for the home and family; and 3) is unemployed or underemployed and is experiencing difficulty in obtaining or upgrading employment. A “single parent” is defined by HUD to mean an individual who: 1) is unmarried or legally separated from a spouse; and 2) has one or more minor children for whom the individual has custody or joint custody, or is pregnant.

## SECTION THREE: PROGRAMMATIC REQUIREMENTS & INFORMATION

### MATCHING REQUIREMENTS

The 25% HOME matching requirement for FY 2007-08 (\$142,557) is expected to be primarily provided by the following sources: 1) supportive services for tenants of HOME-assisted housing units; 2) sweat equity, donated professional services, and donated supplies from Habitat for Humanity Affordable Housing projects; and 3) County Housing Contingency Funds used to support affordable housing projects in the Urban County areas.

### INSTITUTIONAL STRUCTURE

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

**Washtenaw County Office of Community Development** administers the HOME, ADDI, and CDBG programs for the County. In addition, the ongoing, year-round Continuum of Care planning process and C of C document creation, which includes the Urban County area, is coordinated through the Washtenaw County Office of Community Development.

**The Washtenaw Urban County Executive Committee-** As stated in the executive summary, the Washtenaw Urban County currently consists of the **City of Ypsilanti** and nine townships: **Ypsilanti Township, Bridgewater Township, Scio Township, York Township, Pittsfield Township, Salem Township, Ann Arbor Township, Northfield Township, and Superior Township.** The Urban County has established the institutional structure and capacity to carry out this Annual Action plan. As a function of its Cooperation Agreement, the Urban County created an **Executive Committee**, which is comprised of the supervisors of all participating townships, the Mayor of Ypsilanti, and the Chairperson of the Washtenaw County Board of Commissioners. The Cooperation Agreement also provides the option of any of these Board members to appoint a designee in her or his place.

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

**The City of Ypsilanti** is the only incorporated city that currently participates in the Urban County. Washtenaw County works closely with the City of Ypsilanti through its Planning & Development Department to collaborate on affordable housing projects. The City of Ypsilanti Community and Economic Development Department is responsible for all aspects of urban planning for the city. This includes master planning, zoning, historic preservation, and ordinance enforcement (along with the City's Building Department), and community and economic development. Significantly,

## **2007-2008 Washtenaw CDBG/HOME Annual Action Plan**

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Ypsilanti works actively with the Washtenaw County Brownfield Redevelopment Authority. The City works in close cooperation with the Downtown Development Authority and the Ypsilanti Area Chamber of Commerce. More recently, Eastern Michigan University began reaching out to its host community, Ypsilanti and Ypsilanti Township for more active university-community collaboration efforts, including affordable housing.

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

The Urban County CDBG & HOME Programs has the full support of Washtenaw County, as well as that of the participating jurisdictions. The Urban County Executive Committee will meet monthly to discuss the progress made on the current consolidated plan, and will continue to explore opportunities to meet the on-going housing and community development needs of the entire community. To this end, the Executive Committee has crafted the following vision to guide its future efforts:

### **Washtenaw County Urban County Executive Committee Vision**

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

## **CONSULTATION/COORDINATION**

While having responsibilities and constituencies that are politically, demographically, and geographically diverse, the Washtenaw Urban County members have all articulated their belief that, by forming this collaboration, they can most effectively increase the opportunities for low-income populations across their boundaries.

**Community Housing Development Organizations-** As mandated, the Washtenaw Urban County will set aside at least 15% of total HOME funding for activities undertaken by Community Housing Development Organizations (CHDOs). This year, Washtenaw County certified three CHDOs for work in the Urban County areas: Community Housing Alternatives (CHA), Washtenaw Affordable Housing Corporation (WAHC), and the Homeplace Community Land Trust (HCLT). The first two organizations have experience in serving and/or providing housing opportunities for low-income residents, and the third is a new CHDO that originally received a designation as CHDO because of the HUD special rules for land trust regarding the demonstration of capacity. CHA and WAHC have both designated the County as their target area, with CHA planning to focus in Ypsilanti Township and the City of Ypsilanti. The Land Trust has a target area of the City of Ann Arbor and surrounding Townships.

**Non-profit Housing Developers-** Several local agencies develop housing opportunities for low-income residents and/or have provided feedback on this plan. SOS Community Services (a transitional and emergency shelter provider) is also very active in the Urban County area, and contributed ideas and guidance for the original Consolidated Plan. POWER, Inc. (People Organized Working Evolving Reaching), a faith-based organization, received a HUD SHP grant to provide affordable rental housing in the Urban County area, and participates in a collaborative effort to provide homebuyer, credit counseling, and financial management education. Michigan Ability Partners has received several SHP and SPC grants to provide permanent supportive housing to County residents. Habitat for Humanity also continues to develop a large number of affordable homeownership opportunities.

**Other Community Organizations-** The institutional structure of the CDBG Urban County is supported by a large network of providers of supportive services that participate in Continuum of

## **2007-2008 Washtenaw CDBG/HOME Annual Action Plan**

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Care and other community planning processes affecting the Urban County areas, in addition to the larger community. This includes, but is not limited to the following organizations: Community Housing Alternatives, the Washtenaw Community Health Organization, the HIV/AIDS Resource Center (HARC), Michigan Ability Partners, MSU Extension, Ypsilanti Meals on Wheels, Neighborhood Senior Services, Housing Bureau for Seniors, Northfield Human Services, Child Care Network, the Shelter Association of Washtenaw County, Corner Health Center, Hope Clinic, SOS Community Services, POWER, Inc., Helpsource, Homeplace Community Land Trust, Synod Residential Services, the Family Support Network, the Interfaith Hospitality Network, Community Residence Corporation, and Catholic Social Services. The Urban County will work closely with these and other nonprofit and for profit organizations to create additional affordable housing for low-income populations within the Urban County.

**City of Ann Arbor & MSHDA-** Washtenaw County Community Development works jointly with the City of Ann Arbor to coordinate housing and community development projects as much as possible. In addition, the City of Ann Arbor, Washtenaw County, MSHDA, and the Local Initiatives Support Corporation meet jointly once per month to discuss and coordinate nonprofit capacity building efforts for the County.

## **ADMINISTRATION AND MONITORING**

All HOME and CDBG projects and programs will be monitored to ensure compliance with HUD requirements. Program and planning requirements will be met through:

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

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

## TERMS OF AFFORDABILITY: RECAPTURE & RESALE PROVISIONS

### Terms of Affordability

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

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

### Recapture Provisions

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

**Down Payment Assistance Program – Decreasing Principal Formula:** The homebuyer may sell the property at any time to any willing buyer. A five-year restriction will be placed on the property in the form of a mortgage and note with the following terms: Starting from the time the subsidy is initially provided or from the date of the property closing, the amount of funds provided shall be repaid out of the net proceeds, if the property is sold, using a formula which reduces the amount by one-fifth for each full year that the homeowner occupies the unit. At the end of a five-year period from this initial date, the entire amount shall be forgiven and no further repayment is required and no further restrictions will be in force on the property.

**Homeownership Assistance Program – Decreasing Principal/Shared Appreciation Formula:** The homebuyer may sell the property at any time to any willing buyer. A restriction<sup>8</sup> will be placed on the property in the form of a mortgage and note starting from the time the subsidy is initially provided or from the date of the property closing with the following terms:

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

In addition, a share of the appreciation shall also be repaid to Washtenaw County (as HOME, CDBG, or ADDI program income) out of the net proceeds, based upon the proportion of the project subsidy assistance provided to the total purchase price. The net appreciation, after deducting the seller's cost of the sale and any mortgage pay-offs, is to be shared between Washtenaw County and the seller based upon this proportion.

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<sup>8</sup> The period of affordability on all recapture homeownership assistance acquisition, rehabilitation, and resale or new construction projects will be 15 years.

**Resale Provisions<sup>9</sup>**

**Appraisal-based Formula-** The Washtenaw Urban County plans to utilize resale provisions to preserve the long-term affordability of HOME-assisted homeownership units for particular types of projects, which will generally occur in the higher housing cost areas of the Urban County. The Urban County will work with a local Land Trust to maintain affordability and provide a fair return to the seller. In practice, the formula will operate as follows:

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

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

<b>Sample City of Ann Arbor/ Washtenaw County Office of Community Development Appraisal-Based Resale Formula</b>	
Initial sales price	\$100,000
Initial appraisal	\$150,000
Resale appraisal	\$200,000
Increase in appraised value	$\$200,000 - \$150,000 = \$50,000$
Resale price increase	$\$50,000 \times 25\% = \$12,500$
Resale price	$\$100,000 \text{ (initial)} + \$12,500 = \$112,500$

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

<sup>9</sup> All resale homeownership assistance acquisition, rehabilitation, and resale or new construction projects will have permanent affordability covenants, working with a land trust model.

## **AFFIRMATIVE MARKETING**

### **Statement of Policy**

The Washtenaw Urban County is committed to non-discrimination and equal opportunity in housing. As the administrator of HOME funds for the Urban County Executive Committee, Washtenaw County will follow and enforce an affirmative marketing policy. This policy will identify actions to provide information and attract eligible persons to available housing without regard to race, color, religion, sex, national origin, age, familial status, disability, or familial status.

In accordance with federal regulations (24 CFR 92.351), Washtenaw County has established these procedures to affirmatively market units assisted with federal funds and local match funds. These procedures are intended to further the objectives of Title VII of the Civil Rights Act of 1968 and Executive Order 11063 and the Fair Housing Amendments Act of 1988. The Urban County's commitment to the affirmative marketing policy will be implemented for rental and homebuyer projects containing five (5) or more HOME-assisted housing units. These goals will be carried out by a set of steps to be followed by the County and participating nonprofit housing providers.

### **STATEMENT OF PROCEDURES**

#### **Methods of Informing HOME-assisted Owner/Developers, Tenants, & Public**

- The County will inform applicants for HOME funds that compliance with an affirmative marketing policy will be a condition of funding approval for their project.
- The County will require that owner/developers of rental rehab projects and homebuyer projects (with 5 or more units) write and follow an affirmative marketing policy.
- The County will assist any owner/developer to perform an affirmative marketing analysis to determine which (if any) groups are underrepresented in an eligible HOME-assisted project.
- The County will require that owners/developers inform potential tenants of housing availability by the use of local newspapers and minority publications, if available.
- The County will require that owners/developers document their efforts to solicit applications from persons not likely to apply without special outreach.
- The County will inform the general public about Federal Fair Housing laws and the County's Affirmative Marketing Policy.
- The County will use the Equal Housing Opportunity logo in all public notifications.
- The County will distribute this affirmative marketing policy to all housing owner/developers that apply for HOME funds.

#### **Monitoring of Affirmative Marketing Compliance**

- The County will conduct an annual review of marketing procedures for units completed during the HOME Program year.
- In the event of non-compliance, the County will issue to owner/developer a written warning stating specific corrective action to be taken. A follow-up review will be conducted six months after the annual review to determine if corrective action has been taken. A written assessment will report actions taken to achieve compliance.
- If, after a further six months, compliance is still not achieved, the owner/developer will be deemed in default and the County will take necessary actions as specified by the Affordability Agreement.

#### **Marketing Requirements of HOME-assisted Owner/Developers**

- During the affordability period determined for the project and stated in the affordability agreement, the owner/developer must contact the entities described in the Affirmative Marketing Plan to request tenant referrals.
- When vacancies exist, the owner/developer must advertise the availability of units in local newspapers and minority publications (if available), displaying the Equal Housing Opportunity logo.

## 2007-2008 Washtenaw CDBG/HOME Annual Action Plan

- The owner/developer must submit their affirmative marketing plan to the Urban County for review.
- The owner/developer of any HOME-assisted project must include the following components in their affirmative marketing plan:
  - a) Special Outreach
    - i. The owner/developer must maintain an updated list of community organizations, places of worship, employment centers, fair housing groups, or housing counseling agencies within the housing market area; and
    - ii. The owner/developer must make reasonable efforts to directly contact these local organizations (i.e., mail, phone, e-mail) to solicit applications for available housing units.
  - b) Recordkeeping Requirements
    - i. The owner/developer must maintain on file for at least two years a record of the dates of notifications to the community organizations and copies of newspaper advertisements showing the date of publication.
    - ii. The owner/developer must maintain for the duration of the affordability period stated in the project documents a record of tenants referred or considered for occupancy as a result of the owner/developer compliance with its marketing and outreach policy.

## INCOME LIMITS

In 2007, the income limits for eligibility in the HOME, CDBG, and ADDI programs are listed in the following table by household/family size. The maximum income to qualify for HUD programs is generally 80% of Area Median Income (AMI). However, income limits cannot exceed the national average area median income. Therefore, since the local median income is higher than the national average, the income limits are set at approximately 76% of Area Median income. These limits are revised annually by HUD.

2007 CDBG/HOME Program Income Limits							
Family Size	1	2	3	4	5	6	7
Low income (80/ 72%)	\$41,700	\$47,700	\$53,650	\$59,600	\$64,350	\$69,150	\$73,900
Low income (60%)	\$34,600	\$39,540	\$44,520	\$49,440	\$53,400	\$57,360	\$61,320
Very low income (50%)	\$28,850	\$32,950	\$37,100	\$41,200	\$44,500	\$47,800	\$51,100
Extremely low income (30%)	\$17,300	\$19,750	\$22,250	\$24,700	\$26,700	\$28,650	\$30,650

## MAXIMUM SUBSIDY

The maximum subsidy provided to any one housing unit cannot exceed the limits listed in the table below, which will be revised for 2006 by the U.S. Department of Housing & Urban Development.

2006 Maximum Per-Unit Subsidy (rental and homeowner)					
	0-bdrm	1-bdrm	2-bdrm	3-bdrm	4-bdrm
Maximum	\$98,549	\$112,967	\$137,368	\$177,706	\$195,068

## RENT LIMITS

Rental housing assisted with HOME funding is intended to target low-income households in the Urban County areas. Therefore, in 2007, organizations providing rental housing that was acquired and/or rehabilitated with HOME funding, must follow the regulations and provide a set number of units at the following maximum High and Low HOME rents<sup>10</sup>.

2007 HOME Program High & Low Rent Rates <sup>11</sup>		
	HIGH	LOW
<b>SRO</b>	<b>\$514</b>	<b>\$514</b>
<b>Efficiency</b>	<b>\$685</b>	<b>\$685</b>
<b>1 bedroom</b>	<b>\$768</b>	<b>\$768</b>
<b>2 bedroom</b>	<b>\$934</b>	<b>\$927</b>
<b>3 bedroom</b>	<b>\$1,075</b>	<b>\$1,071</b>
<b>4 bedroom</b>	<b>\$1,210</b>	<b>\$1,195</b>

## MAXIMUM VALUE OF HOUSING ASSISTED

Housing assisted with these funds is intended to be safe, decent and affordable. Therefore, in 2007, the maximum value and/or after rehabilitation value of housing assisted with HOME and CDBG funding cannot exceed the following limits.

2007 Maximum Purchase Price or After Resale Value (Homeowner Only)				
	1 family	2 family	3 family	4 family
<b>Maximum</b>	\$262,105	\$295,213	\$358,670	\$413,850

## PERFORMANCE MEASUREMENT

### HUD OBJECTIVES & OUTCOMES

In 2006, HUD implemented a new performance measurement system to quantify the impact of the Community Development Block Grant and other HUD programs nationwide. Therefore, during the 2007-08 program year, all CDBG and HOME projects must meet one each of the following HUD objectives and outcomes, *in addition to meeting the Urban County Executive Committee's priorities and investment targets.*

#### **HUD Objectives**

- Suitable Living Environment
- Decent Housing
- Economic Opportunity

#### **HUD Outcomes**

- Improve Availability/ Accessibility
- Improve Affordability
- Improve Sustainability

<sup>10</sup> For more information about HIGH and LOW HOME rents contact the HOME Program at the Washtenaw County Office of Community Development.

<sup>11</sup> Note: A HOME-assisted unit's rent and utilities cannot exceed the HIGH rent rate. A project with 5 or more HOME-assisted units must rent 20% of the units at the LOW rent rate or below to families with incomes at 50% AMI or below.

## **SUBORDINATION POLICY**

Washtenaw County offers financial assistance to residents interested in participating in the Housing Rehabilitation and Homeownership Assistance Programs. Upon approval of this assistance, Washtenaw County requires that its interests be protected by the execution of a mortgage and note and/or lien agreement. Any requests for subordination of these interests for the purpose of refinancing, obtaining a new mortgage or obtaining a home equity loan must meet the requirements of the most recently approved subordination policy. This policy is available at the Washtenaw County Office of Community Development.

## SECTION FOUR: CITIZEN PARTICIPATION

### CITIZEN PARTICIPATION PLAN

#### Introduction

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

#### Community Outreach Procedures

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

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

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

The Urban County will distribute its draft Consolidated Plans, Action Plans and Performance Reports so that affected communities will have adequate time and opportunity to review them and participate effectively in developing the final version. Copies of this document will be distributed to Urban County public offices, some Washtenaw County offices, and to some previously identified local leaders. The plan will also be posted on the Washtenaw County Office of Community Development website. Notice of the availability of each plan or report will be posted in the Ann Arbor News at least two weeks before each document is ready for review.

### **Complaints**

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

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

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

### **Retention of Records**

The following records will be maintained for the duration of the plan (2008) and will be available to the public at the Washtenaw County Office of Community Development:

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

### **Technical Assistance**

Office of Community Development HOME/CDBG/ADDI staff members will provide technical assistance to groups representative of low-income persons that request such assistance in developing proposals for funding assistance under the consolidated plan.

### **Amendments/ Modifications**

The County will follow the requirements of 24 CFR 570.305 if there is a substantial modification to this Plan. A substantial amendment is any modification that completely eliminates a project from the Plan or any change that is greater than 10% of the fiscal year entitlement. If a substantial amendment to the Strategy or Action Plan is proposed, public notice will provide for a 30-day

## **2007-2008 Washtenaw CDBG/HOME Annual Action Plan**

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public comment period to allow review and comments on the proposed changes. This public notice will be advertised using the same procedure as a Notice of Public Hearing.

### **Performance Reports**

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

### **Relocation/Displacement**

The Urban County intends to cause no displacement to persons receiving assistance from the CDBG, ADDI, or HOME programs. However, the Urban County recognizes that while it intends no displacement, situations may arise wherein displacement and/or relocation or temporary relocation is the only viable method for providing assistance. The Urban County will therefore provide for reasonable benefits<sup>12</sup> to any person involuntarily and permanently displaced as a result of the use of HOME or CDBG funds<sup>13</sup> to acquire or substantially rehabilitate residential and nonresidential property in accordance with the Urban County Relocation Plan, which was developed in accordance with the Uniform Relocation Act. This document may be reviewed at the Washtenaw County Office of Community Development, 110 N. Fourth, Suite 300, Ann Arbor, MI 48107-8645.

## **2007-08 ANNUAL ACTION PLAN PUBLIC COMMENT**

### **Special Outreach**

The Office of Community Development sought out participation in the development of this plan by asking citizens at large, nonprofit organizations, human services providers, government employees, elected officials, neighborhood associations, and business associations to attend public hearings, review the plans and make comments. In addition, the County completed special outreach to the West Willow and Sugarbrook neighborhoods of Ypsilanti Township, as well as the City of Ypsilanti during the preparation of this plan.

On **December 7th, 2006** invitations were sent to 125 community members, representatives of local government, non-profit organizations, area public housing commissions, human service providers, local Community Housing Development Organizations; the local Continuum of Care Board; the Human Services Collaborative Council; the Habitat for Humanity Huron Valley chapter; the Fair Housing Center of Washtenaw County; the Washtenaw Development Council (economic development); the Housing Bureau for Seniors; and the Ann Arbor and Ypsilanti Chambers of Commerce. These invitations requested attendance at the two public hearings and/or input, suggestions and priorities from their organizations' perspectives regarding use of CDBG and HOME funds.

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<sup>12</sup> Since no funds are allocated in this year's plan for relocation, all projects involving relocation would be postponed until a program year when such funds are available, or the costs will come out of the project funding.

<sup>13</sup> Uniform Relocation Act does not apply to American Dream Down Payment Initiative funding.

### **Publication of the Plans**

This year, the annual plan was available for public comment beginning on **April 11th, 2007 and ending on May 11th, 2007**. Notice of the availability of the plan was posted in the Ann Arbor News on **April 5th, 2007**. Notice of the availability of this document were distributed to Urban County jurisdiction public offices, some Washtenaw County offices, local leaders, the Continuum of Care Board and interested parties, the Ypsilanti and Ann Arbor Housing Commissions, the City of Ann Arbor and to residents of the participating communities.

### **Public Hearings**

Two public hearings were conducted to produce the 2007-08 Annual Action Plan. The first was held on Monday December 18, 2006 from 5:30pm to 7:00pm at the Washtenaw County Library Learning Resource Center, which is centrally located for the Urban County jurisdictions. This hearing was titled "The Urban County Needs Assessment Public Hearing" and was held with express purpose of soliciting citizen input on housing and community development needs. At the hearing, staff members presented information about the Urban County projects completed to date, spending and commitments, and eligible activity categories. Approximately 11 citizens, staff persons, and elected officials attended this meeting, and their comments are listed below under "Public Hearings".

The second public hearing was held on Thursday, April 26th, 2007 at the same location. Notice of this hearing was posted in the Ann Arbor News on or before April 4th, 2007 and sent to several email lists of community members, public officials, and human service providers. It was also posted on the County's online calendar, and mailed directly to 200 Urban County residents. This meeting was scheduled to present the draft of the annual action plan and to obtain public feedback on the plan. One Urban County Executive Committee member, two staff members, and no members of the public were present at this second meeting.

In addition to those attending the public meetings, several residents sent email comments or expressed their opinions by telephone over the course of the development of this plan. Those comments will be included in the miscellaneous public comments section below.

The **Urban County Executive Committee** approved the plan with revisions at their regular meeting on April 24<sup>th</sup>, 2007. It was presented to the Board of Commissioners Ways and Means for approval on the April 18th, 2007 and for final approval of the **Board of Commissioners on May 2nd, 2007**. After final approval, the plan will be sent to HUD on May 11, 2007.

#### **Needs Assessment Public Hearing- December 18, 2006**

County staff members recorded the following comments from persons attending the public hearing in December of 2006. Each comment was addressed as noted in bold after the comment.

#### ***Verbal Comments/Questions***

**Question#1:** Is there an opportunity to expand the payee services program and/or financial management classes that are funded through CDBG?

**Staff Answer:** The CDBG regulations provide for a maximum of 15% of the grant to be spent on human services. Therefore, the payee and financial services program could be expanded, but one of the other human service programs would have to be reduced. However, the County recently funded POWER, Inc. through the Housing Contingency Fund to provide financial management classes, so there are other resources for this same service in the community.

**Staff Follow-up:** None needed.

**Question#2:** Will you include the needs of persons with developmental disabilities in your plan?

## 2007-2008 Washtenaw CDBG/HOME Annual Action Plan

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**Staff Answer:** Data about persons with developmental disabilities was included in the updated 5-year consolidated plan. Also, any projects developed for this population could be funded, just as long as they meet the HOME regulations for rental or homeownership. It is important for advocates for the Intentional Community or other nonprofits to work with the Office of Community Development to plan ahead on any project implementation, so that the right amount of funding is allocated to that category of funding prior to the need for it.

**Staff Follow-up:** None needed.

**Question#3:** How does one work in fixing their credit so that they can buy a home through these programs?

**Staff Answer:** The Washtenaw Housing Education Partners (WHEP) collaborative—MSU Extension, Community Housing Alternatives, & POWER, Inc.—provide homebuyer education, financial management and assistance to low- and moderate-income homebuyers. This program also provides a free credit report and one-on-one credit repair assistance.

**Staff Follow-up:** Referred resident to orientation with Community Housing Alternatives for the WHEP program.

**Question#4:** There are 3-4 families that are getting older and have children with serious developmental disabilities that have an urgent need to place their children in housing. Where do they go to purchase a home for their children that is safe and decent?

**Staff Answer:** Beyond the existing permanent supportive housing in the community, there are organizations currently that are providing homeownership opportunities for people with disabilities. R. McGill from Community Housing Alternatives discussed the possibility of Homechoice mortgages for up to four, unrelated adults with disabilities.

**Staff Follow-up:** Referred resident to CHA for homebuyer education and more information.

**Comment #5: A resident of West Willow** commented that the conditions in West Willow are deteriorating and that things were better when the Sheriff's department had a "constable" assigned to the neighborhood with a relationship to people and trust. He commented that now there is no direct contact with the police, which he stated is making matters worse.

**Staff Follow-up:** A. Rook responded that the Sheriff's Department does now have a contact in the neighborhood and that her name is Kris Whitlinger. She attends the monthly neighborhood association meetings and gives reports about calls for service, takes comments, answers questions, etc. Also, an invitation was sent to the monthly West Willow Planning Steering Committee meetings by mail.

**Comment #6: Two residents of Ann Arbor** commented that there are 60-80 families that the Intentional Community group knows about that are in various stages of finding places to live for their children with developmental disabilities. In the late 60's and early 70's there was a change to move people with serious and persistent disabilities into the community to promote inclusion. However, the support services did not follow them, so their parents and families are now struggling to support them the best way that they can. Even with these supports, the individuals remain isolated in their apartments in the community. The intentional communities group would like to develop communities based on models that they have observed in other states to provide "communities of choice" that incorporate affordable housing, support services, and social supports. They report that a concerted effort is needed to provide the housing and supports and wonder how to access housing funding for the development of units.

**Staff Follow-up:** A. Rook urged them to work with established housing development organizations to develop the units and encouraged them to communicate as their plans move ahead, so that funding can be allocated to the appropriate categories in the HUD plan for rental or homeownership.

**Comment #7: An advocate for ex-offenders** reported on her activities with the Michigan Prisoner Re-entry Initiative in the City of Ypsilanti, through a partnership with Greater Shiloh Church. She has data on the number of offenders coming back to each of the communities every year from the Michigan Dept. of Corrections. Their goal is to provide transitional housing and

## 2007-2008 Washtenaw CDBG/HOME Annual Action Plan

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supports in the community, so that neighborhoods are safer and individuals do not continue to offend. She indicated that she would like to strengthen partnerships in West Willow that she is beginning to develop with Pastor Crout, as that neighborhood has a high rate of parolees.

**Staff Follow-up:** Sent invitation to 1/8/07 neighborhood meeting and encouraged to attend steering committee meetings in future.

**Comment #8: A nonprofit housing organization director** reported on the programs that they are working on in the City of Ypsilanti & Ypsilanti Township to promote homeownership for lower-income residents.

**Comment #9: An Ypsilanti Township resident** reports that long-time owners in neighborhoods do not want to rent their units, but that they are having a hard time selling them. Also, with the economic downturn, people are not able to maintain their mortgages and have to sell, which is hard on the neighborhood.

### *Written Comments/ Questions*

**Comment #1: A City of Ann Arbor Resident** submitted written summary of activities of the Intentional Community that included data about persons with developmental disabilities, and asked that it be included in the plan and comments.

**Staff Follow-up:** A. Rook will include the information in the plan and comments.

**Comment #2: A resident of Whitmore Lake** expressed appreciation for the presentation and for the information about homeownership counseling.

**Staff Follow-up:** None needed.

**Comment #3: A resident of Scio Township** expressed appreciation for the Healthy Food Access Initiative and asked that assistance be given to the larger apartment complexes in Ypsilanti Township and Ypsilanti City that are in disrepair.

**Staff Follow-up:** No address or contact information was left for a response.

## Annual Action Plan Draft Public Hearing- April 26th, 2007

No members of the public were in attendance for the second public hearing.

## Miscellaneous Public Comments

**Comment #1: Several residents of West Willow** submitted verbal & written comments for the neighborhood planning effort expressing needs for services and programs in that area.

**Staff Follow-up:** All comments will be incorporated into neighborhood needs assessment for strategic planning.

**Comment #2: A County public official** expressed interest in neighborhood planning efforts for the Sugarbrook Community, as that community has been struggling with increasing crime, etc. in the past year or two.

**Staff Follow-up:** The OCD will work with CHA & LISC to put together a planning effort in 2007 for this area.

**Comment #3: Several Urban County residents** throughout the year contacted the OCD to express a need for assistance to rehabilitate their manufactured housing units.

**Staff Follow-up:** Referred the residents to Christmas in April and Weatherization Program and discussed need at the Urban County Executive Committee meeting.

**Comment #4: Dozens of Ypsilanti City residents** commented at focus groups that there is a need for access to healthy food in the City of Ypsilanti.

## **2006-2008 Washtenaw Updated Consolidated Strategy & Annual Action Plan**

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**Staff Follow-up:** Obtained grant for market study, facilitated focus groups, and discussed need at the Urban County Executive Committee meeting.

**Comment #5: Several Urban County residents** throughout the year commented about the need for additional options for emergency owner-occupied housing rehabilitation programs.

**Staff Follow-up:** OCD is reorganizing and combining rehab programs with the City of Ann Arbor to promote greater efficiency, and discussed need at the Urban County Executive Committee meeting.

**Comment #6: A County public official** commented that there is a need to develop a home maintenance training for individuals participating in the owner-occupied housing rehab and homeownership programs.

**Staff Follow-up:** WHEP program is discussing how to incorporate this into larger efforts, but identified need for funding and staff capacity.

**Comment #7: A resident of Scio Township** contacted the Office of Community Development to request information about the foreclosure at Eagle Pointe Apartments, to request affordable housing lists, information about Washtenaw Affordable Housing Corporation, etc.

**Staff Follow-up:** Sent affordable housing & coop lists from MSHDA & HUD websites, referred to WAHC office for more information on board, and discussed what the OCD knew about the foreclosure at Eagle Pointe.

**Comment #8: The Ypsilanti Township Board** sent a letter to inform the Office of Community Development that they had voted unanimously that they do not want the Michigan Prisoner Re-entry Program to be utilized in Ypsilanti Township.

**Staff Follow-up:** Since the Office of Community Development manages federal funding for the jurisdictions of the Urban County, it follows a practice that all housing and community development projects must be approved by the local unit of government prior to funding. Therefore, if the Township has indicated that it does not want MPRI housing, then Community Development will not utilize HOME, CDBG, or ADDI funding for MPRI in Ypsilanti Township.

**ATTACHMENT A- LIST OF 2007-08 FUNDED HOUSING &  
COMMUNITY DEVELOPMENT ACTIVITIES  
(HUD TABLE 3)**

**Table 3  
Consolidated Plan Listing of Projects**

**Applicant's Name**  
WASHTENAW URBAN COUNTY

**Priority Need**  
Medium- Planning & Administration

**Project Title**  
CDBG Program Administration

**Project Description**  
During the 12-month period, the Office of Community Development will administer the Community Development Block Grant (CDBG) Program to provide programs for low and moderate income residents in the jurisdictions of the Urban County. These funds will pay for the staff and administrative costs associated with administering the CDBG Program.

**Location**  
Area Wide –Urban County jurisdictions

Objective Number 7A	Project ID C-07-01
HUD Matrix Code 21-A	CDBG Citation 570.206
Type of Recipient Local Government	CDBG National Objective N/A
Start Date 7/1/07	Completion Date (mm/dd/yyyy) 6/30/08
Performance Indicator	Annual Units
Local ID	Units Upon Completion

<b>Funding Sources:</b>	
CDBG	\$235,826
ESG	
HOME	
HOPWA	
Total Formula	
Prior Year Funds	
Assisted Housing	
PHA	
Other Funding	
Total	\$235,826

The primary purpose of the project is to help:  
 Homeless  Persons with HIV/AIDS  Persons with Disabilities  Public Housing Needs

**Table 3**  
**Consolidated Plan Listing of Projects**

**Applicant's Name**  
**WASHTENAW URBAN COUNTY**

**Priority Need**  
**Medium & High- Public Services**

**Project Title**  
**CDBG Public Services**

**Project Description**

During the 12-month period, the Office of Community Development will administer CDBG funds to support non-profit organizations that provide a variety of public service activities that will benefit low and moderate-income persons, based on income qualifications, in targeted townships and urban areas. Projects to include: **Child Care Network**, child care scholarships for 40 households - \$40,000; **Corner Health Center**, health care for 100 low-income adolescents & their children - \$30,860; **Michigan Ability Partners**, payee services to 48 extremely low income individuals - \$20,000; **Neighborhood Senior Services**, home maintenance and injury prevention services to 170 low income county residents - \$25,000; **Northfield Human Services**, transportation services to 88 low-income county residents - \$40,066; **Ypsilanti Meals on Wheels**, home delivered meals to 30 senior/disabled lower income county residents - \$22,684

**Location: Community Wide/Urban County Jurisdictions**

Objective Number 5A	Project ID C-07-02
HUD Matrix Code 05	CDBG Citation 570.201(e)
Type of Recipient Non Section 204	CDBG National Objective LMI benefit
Start Date (mm/dd/yyyy) 7/1/07	Completion Date (mm/dd/yyyy) 6/30/08
Performance Indicator Persons Served	Annual Units 436
Local ID	Units Upon Completion

**Funding Sources:**

CDBG	\$178,610
ESG	
HOME	
HOPWA	
Total Formula	
Prior Year Funds	
Assisted Housing	
PHA	
Other Funding	
Total	\$178,610

The primary purpose of the project is to help:

- Homeless
  Persons with HIV/AIDS
  Persons with Disabilities
  Public Housing Needs

**Table 3**  
**Consolidated Plan Listing of Projects**

**Applicant's Name**  
WASHTENAW URBAN COUNTY

**Priority Need**  
High & Medium: Owner-occupied Housing

**Project Title**  
CDBG Owner-Occupied, Single-Family Housing Rehabilitation

**Project Description**

This program will assist in neighborhood revitalization and preservation of affordable housing through the rehabilitation of housing owned/occupied by low income households in the Urban County. During the 12-month period, the Office of Community Development will allocate CDBG funding & program income (if received) to provide recoverable grants to assist owner-occupants with rehabilitation improvements. The entire principal balance or a portion (based on income) must be repaid to the County at the time of sale, title transfer, or owner vacancy of the property. The goal of this program is to continue preservation of the existing housing stock by rehabilitating five (5) additional housing units in the Urban County. The program will be administered by the OCD.

**Location Community Wide: Urban County Jurisdictions**

Objective Number 2A	Project ID C-06-03
HUD Matrix Code 14-A	CDBG Citation 570.202(a)(1)
Type of Recipient Local Government	CDBG National Objective 570.208(a)(3)
Start Date (mm/dd/yyyy) 07/01/2006	Completion Date (mm/dd/yyyy) 12/31/2007
Performance Indicator Housing Units to HQS/ Code	Annual Units 5 Units
Local ID	Units Upon Completion 5 Units

**Funding Sources:**

CDBG	\$125,000
ESG	
HOME	
HOPWA	
Total Formula	
Prior Year Funds	
Assisted Housing	
PHA	
Other Funding (CDBG PI)	\$10,000
Total	\$135,000

The primary purpose of the project is to help:

Homeless  Persons with HIV/AIDS  Persons with Disabilities  Public Housing Needs

**Table 3**  
**Consolidated Plan Listing of Projects**

**Applicant's Name**  
**WASHTENAW URBAN COUNTY**

**Priority Need**  
**Medium: Planning & Administration**

**Project Title**  
**CDBG Rehabilitation Service Delivery**

**Project Description**  
During the twelve (12) month period from July 1, 2007 to June 30, 2008, the Office of Community Development will manage the Community Development Block Grant (CDBG) residential rehabilitation program.

**Location**  
**Community Wide: Urban County Jurisdictions**

Objective Number 7A	Project ID C-7-04
HUD Matrix Code 14-H	CDBG Citation 570.202
Type of Recipient Local Government	CDBG National Objective LMI benefit
Start Date (mm/dd/yyyy) 7/1/07	Completion Date (mm/dd/yyyy) 12/31/08
Performance Indicator Housing Units to HQS	Annual Units 5 Units
Local ID	Units Upon Completion 5 Units

**Funding Sources:**

CDBG	\$31,250
ESG	
HOME	
HOPWA	
Total Formula	
Prior Year Funds	
Assisted Housing	
PHA	
Other Funding	
Total	\$31,250

The primary purpose of the project is to help:

Homeless  Persons with HIV/AIDS  Persons with Disabilities  Public Housing Needs

**Table 3**  
**Consolidated Plan Listing of Projects**

**Applicant's Name**  
WASHTENAW URBAN COUNTY

**Priority Need**  
Medium & High: Public Facilities & Improvements

**Project Title**  
CDBG Public Improvements

**Project Description**

During the 12-month period, the Office of Community Development will provide CDBG funds for the following projects:  
 Pittsfield Township sidewalk projects (3)- Phase II (\$60,445), CT 414300, BG 1 & CT 414000, BG 2, serving 2642 lower income residents (Census);  
 City of Ypsilanti Parkridge Community Center- Phase II (\$11983), CT 4106, BG 2, serving 884 lower-income residents (census);  
 City of Ypsilanti Rutherford Pool Rehab- Phase II (\$66,783), CT 4103, BG 4, serving 508 lower income residents (census);  
 City of Ypsilanti Senior Center Rehab- Phase II (\$47,119), 1013 Congress , CT 410300, BG 4, serving 508 lower income residents (census);  
 City of Ypsilanti Accessibility/Curb Cut Project (\$51,851), Locations TBD in LMI areas (census);  
 Northfield Township Senior Center Rehab- Phase II (\$100,000), serving 230 lower income, older-adult residents (presumed benefit);  
 Ypsilanti Township Devonshire Road Improvement Project (\$140,000), CT 4122 BG 3, serving 618 lower-income residents (census);  
 Superior/Ypsilanti Township Clark Road Non-motorized Trail Project (\$125,000), CT 4174, BG 2-3, serving 1545 lower income residents (census);  
 Salem Township Hamlet Area Drains Improvement Project (\$43,000), Salem Hamlet area, serving 33 lower-income residents (survey).

**Location: Jurisdictions of the Urban County**

Objective Number 3A & 4A	Project ID C-07-05
HUD Matrix Code 03	CDBG Citation 570.201(c)
Type of Recipient Local Government	CDBG National Objective LMI benefit
Start Date (mm/dd/yyyy) 07/01/2007	Completion Date (mm/dd/yyyy) 06/30/2008
Performance Indicator # increase access (HH)	Annual Units 9 projects; 6,460 residents
Local ID	Units Upon Completion 9 projects; 6,460 residents

**Funding Sources:**

CDBG	\$608,445
ESG	
HOME	
HOPWA	
Total Formula	
Prior Year Funds '06 CDBG	\$37,736
Assisted Housing	
PHA	
Other Funding	
Total	\$646,181

The primary purpose of the project is to help:

Homeless  Persons with HIV/AIDS  Persons with Disabilities  Public Housing Needs

**Table 3**  
**Consolidated Plan Listing of Projects**

**Applicant's Name**  
WASHTENAW URBAN COUNTY

**Priority Need**  
Medium- Planning & Administration

**Project Title**  
HOME Program Administration

**Project Description**  
During the 12-month period, the Office of Community Development will administer and manage the County's HOME Program activities.

**Location**  
Community Wide –Urban County Jurisdictions

Objective Number 7A	Project ID H-06-01
HUD Matrix Code 21-H	CDBG Citation 92.207
Type of Recipient Local Government	CDBG National Objective
Start Date (mm/dd/yyyy) 07/01/2007	Completion Date (mm/dd/yyyy) 06/30/2008
Performance Indicator	Annual Units N/A
Local ID	Units Upon Completion N/A

<b>Funding Sources:</b>	
CDBG	.....
ESG	.....
HOME	\$67,085
HOPWA	.....
Total Formula	.....
Prior Year Funds	.....
Assisted Housing	.....
PHA	.....
Other Funding	.....
Total	\$67,085

The primary purpose of the project is to help:  
 Homeless  Persons with HIV/AIDS  Persons with Disabilities  Public Housing Needs

**Table 3**  
**Consolidated Plan Listing of Projects**

**Applicant's Name**

WASHTENAW URBAN COUNTY

**Priority Need**

Medium- Planning & Administration

**Project Title**

HOME CHDO Operating

**Project Description**

During the 12-month period, the Office of Community Development will allocate the County's HOME CHDO Operating funds to Community Housing Alternatives (CHA) and Homeplace Community Land Trust (HCLT) to support the development of various affordable housing projects.

**Location**

Area Wide –Urban County Jurisdictions

Objective Number 7A	Project ID H-06-02
HUD Matrix Code 21-I	CDBG Citation 92.208
Type of Recipient Non-Section 204	CDBG National Objective
Start Date (mm/dd/yyyy) 07/01/2007	Completion Date (mm/dd/yyyy) 06/30/2008
Performance Indicator	Annual Units N/A
Local ID	Units Upon Completion N/A

**Funding Sources:**

CDBG	.....
ESG	.....
HOME	\$33,542
HOPWA	.....
Total Formula	.....
Prior Year Funds	.....
Assisted Housing	.....
PHA	.....
Other Funding	.....
Total	\$33,542

The primary purpose of the project is to help:

- Homeless  Persons with HIV/AIDS  Persons with Disabilities  Public Housing Needs

**Table 3**  
**Consolidated Plan Listing of Projects**

**Applicant's Name**  
**WASHTENAW URBAN COUNTY**

**Priority Need: High- Homeowners 30-80% AMI**

**Project Title: HOME Down Payment Assistance**

**Project Description**

During the 18 month period, the Office of Community Development will provide HOME funds to a non-profit entity or CHDO to increase affordable housing units and create homeownership opportunities for first-time, low-income home buyers. HOME funds will be used to provide downpayment and closing cost assistance to lower-income first-time home buyers purchasing homes in the Urban County. Projects will be determined after review and approval by the Urban County Executive Committee.

**Location**

**Community Wide: Urban County Jurisdictions**

Objective Number 2B	Project ID H-06-03
HUD Matrix Code 13	CDBG Citation 570.201 (N)
Type of Recipient Non-Section 204	CDBG National Objective LMI benefit
Start Date (mm/dd/yyyy) 07/01/2007	Completion Date (mm/dd/yyyy) 12/31/2008
Performance Indicator Increased affordability	Annual Units 20 Units
Local ID	Units Upon Completion 20 Units

**Funding Sources:**

CDBG	.....
ESG	.....
HOME	\$295,000
HOPWA	.....
Total Formula	.....
Prior Year Funds	.....
Assisted Housing	.....
PHA	.....
Other Funding	.....
Total	\$295,000

The primary purpose of the project is to help:

- Homeless
  Persons with HIV/AIDS
  Persons with Disabilities
  Public Housing Needs

**Table 3**  
**Consolidated Plan Listing of Projects**

**Applicant's Name**  
WASHTENAW URBAN COUNTY

**Priority Need**  
High- Homeowners 0-80% AMI

**Project Title**  
HOME Owner-Occupied Housing Rehabilitation

**Project Description**

This program will assist in neighborhood revitalization and preservation of affordable housing through the rehabilitation of housing owned/occupied by low income households in the Urban County. During the 18-month period, the Office of Community Development will allocate CDBG funding & program income (if received) to provide recoverable grants to assist owner-occupants with rehabilitation improvements. The entire principal balance or a portion (based on income) must be repaid to the County at the time of sale, title transfer, or owner vacancy of the property. The goal of this program is to continue preservation of the existing housing stock by rehabilitating five (5) additional housing units in the Urban County. The program will be administered by the OCD.

**Location**  
Community Wide – Urban County Jurisdictions

Objective Number 2A	Project ID C-06-03
HUD Matrix Code 14-A	CDBG Citation 570.202(a)(1)
Type of Recipient Local Government	CDBG National Objective 570.208(a)(3)
Start Date (mm/dd/yyyy) 07/01/2007	Completion Date (mm/dd/yyyy) 12/31/2008
Performance Indicator Housing Units to HQS/ Code	Annual Units 5 Units
Local ID	Units Upon Completion 5 Units

**Funding Sources:**

CDBG	\$150,000
ESG	
HOME	
HOPWA	
Total Formula	
Prior Year Funds	
Assisted Housing	
PHA	
Other Funding	
Total	\$150,000

The primary purpose of the project is to help:

Homeless  Persons with HIV/AIDS  Persons with Disabilities  Public Housing Needs

**Table 3**  
**Consolidated Plan Listing of Projects**

**Applicant's Name**  
**WASHTENAW URBAN COUNTY**

**Priority Need**  
**High & Medium- Homeowners & Renters 0-80% AMI**

**Project Title**  
**HOME CHDO Reserve- Homeownership or Rental**

**Project Description**  
During the 18 month period, the Office of Community Development will allocate CHDO Reserve funding to either a Homeownership or Rental project submitted by an approved CHDO. The HOME funds are available to support affordable housing projects as they develop during the program year. Projects will be determined after review and approval by the Urban County Executive Committee.

**Location**  
**Community Wide –Urban County Jurisdictions**

Objective Number 1A or 2B	Project ID H-06-05
HUD Matrix Code 17B	CDBG Citation
Type of Recipient Non-Section 204	CDBG National Objective LMI benefit
Start Date (mm/dd/yyyy) 07/01/2007	Completion Date (mm/dd/yyyy) 12/31/2008
Performance Indicator Housing Units to HQS	Annual Units 5 Housing Units
Local ID	Units Upon Completion 5 Housing Units

<b>Funding Sources:</b>	.....
CDBG	.....
ESG	.....
HOME	\$125,228
HOPWA	.....
Total Formula	.....
Prior Year Funds	.....
Assisted Housing	.....
PHA	.....
Other Funding	.....
Total	\$125,228

The primary purpose of the project is to help:

- Homeless  Persons with HIV/AIDS  Persons with Disabilities  Public Housing Needs

**Table 3**  
**Consolidated Plan Listing of Projects**

**Applicant's Name**  
WASHTENAW URBAN COUNTY

**Priority Need**  
High: Homeownership

**Project Title**  
ADDI Downpayment Assistance

**Project Description**  
During 18 month period, the Office of Community Development will provide ADDI funds to a non-profit entity or CHDO to increase affordable housing units and create homeownership opportunities for first-time, low-income home buyers. ADDI funds will be used to provide downpayment and closing cost assistance to first-time home buyers. Projects will be determined after review and approval by the Urban County Executive Committee.

**Location**  
Community Wide: Jurisdictions of the Urban County

Objective Number 2B	Project ID H-06-07
HUD Matrix Code 13	CDBG Citation 570.201(N)
Type of Recipient Non Section 204	CDBG National Objective LMI Benefit
Start Date (mm/dd/yyyy) 07/01/2007	Completion Date (mm/dd/yyyy) 12/31/2008
Performance Indicator Increased affordability	Annual Units 2 Units
Local ID	Units Upon Completion 2 Units

<b>Funding Sources:</b>	
CDBG	.....
ESG	.....
HOME (2004)	\$16,775
HOPWA	.....
Total Formula	.....
Prior Year Funds	.....
Assisted Housing	.....
PHA	.....
Other Funding	.....
Total	\$16,775

**ATTACHMENT B: 2004-05 & 2006-07 ACTION PLAN AMENDMENTS**

These amendments are presented to HUD as official notification of significant changes to the budget allocations for 2004-05 HOME funding and 2006-07 CDBG Funding. The Urban County Annual Plans for those years, as amended, designated funding for HOME Owner-occupied Housing Rehabilitation (County ETCS), CDBG Human Services (Hope Clinic), CDBG Riverside Park Trail (City of Ypsilanti), and CDBG Multi-family Rehabilitation (WAHC). For various reasons, these projects have not gone forward and/or the funding was not committed in a timely fashion. Therefore, the Office of Community Development is proposing to reallocate this funding to other projects and/or categories of funding, as detailed in the table below.

<b>FISCAL YEAR</b>	<b>FUNDING TYPE</b>	<b>ORIGINAL ALLOCATIONS</b>	<b>CURRENT AVAILABLE FUNDING</b>	<b>ORIGINAL ASSISTANCE CATEGORY/TYPE</b>	<b>AMENDED ASSISTANCE CATEGORY/TYPE</b>
2004-05	HOME	\$301,607	\$151,950	Owner-Occupied Housing Rehabilitation	Rental Acquisition/Rehabilitation (non-CHDO)
2006-07	CDBG	\$20,000	\$20,000	Human Services-Hope Clinic	Public Improvements
2006-07	CDBG	\$37,736	\$37,736	Riverside Trail	Public Improvements
2006-07	CDBG	\$15,000	\$15,000	Multi-family Rehab	Public Improvements
<b>TOTALS</b>		<b>\$374,343</b>	<b>\$224,686</b>		

The proposed amendments were reviewed by the Urban County Executive Committee on March 27<sup>th</sup>, 2007 and approved on April 24<sup>th</sup>, 2007. The notice for these amendments was placed in the Ann Arbor News on or before April 3rd and public comment lasted until May 11<sup>th</sup>, 2007. In addition, these amendments were presented to the Washtenaw County Board of Commissioners for approval along with the 2007-2008 Urban County Annual Plan on May 2nd, 2007.