



**WASHTENAW URBAN
COUNTY/
HOME CONSORTIUM
CONSOLIDATED ANNUAL PERFORMANCE AND
EVALUATION REPORT (CAPER)**

July 1, 2003 - June 30, 2004

**Reviewed by the HOME Consortium Board: 8/24/04
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INTRODUCTION

The Washtenaw Urban County/ HOME Consortium's 2003-2008 Consolidated Strategy and Plan, which was approved by the Department of Housing and Urban Development (HUD) in July 2003, detailed the comprehensive housing and community development needs of the Washtenaw Urban County and HOME Consortium areas. As of July 1st of 2001, the Washtenaw HOME Consortium was designated by HUD as a Participating Jurisdiction for the Home Investment Partnerships Program (HOME). At that time, the HOME Consortium consisted of the City of Ypsilanti, Ypsilanti Township, and Washtenaw County¹. Starting on July 1st of 2003, the Washtenaw Urban County was designated as a new Entitlement Community for the Community Development Block Grant (CDBG) Program. While all jurisdictions within Washtenaw County were given the chance to participate, only the following seven Townships elected to participate at that time: Ypsilanti, Ann Arbor, Salem, Superior, Northfield, Bridgewater, and Pittsfield.

Since the 2003-2008 Consolidated Plan was written by the County for the eight jurisdictions participating in the Urban County and the HOME Consortium, its main focus was to develop realistic strategies to address the housing and community development needs in those particular jurisdictions, rather than to develop a larger strategy for the County as a whole. The Urban County/ HOME Consortium's FY 2003-04 Annual Action Plan, which is the first of five one-year action plans to achieve the goals outlined in the five-year consolidated strategy and plan, was approved by HUD in June of 2003.

The Consolidated Annual Performance and Evaluation Report (CAPER) contains **ten** main sections, the content of which are largely determined by HUD. These sections detail the housing and community development achievements (completions) and plans (commitments) within and near the Urban County and HOME Consortium boundaries during the time period July 1, 2003-June 30, 2004. They also summarize Washtenaw County's activities to promote fair housing, efforts to improve opportunities for minority and women-owned businesses, other housing and community development-related initiatives within or encompassing the Urban County/ HOME Consortium areas.

¹ Beginning July 1, 2004, the HOME Consortium will only consist of the City of Ypsilanti and Washtenaw County because Ypsilanti Township has joined the Urban County.

EXECUTIVE SUMMARY

The Washtenaw Urban County/ HOME Consortium Consolidated Annual Performance and Evaluation Report (CAPER) mainly describes program year 2003-04 (July 1, 2003- June 30, 2004) accomplishments resulting from the use of Community Development Block Grant (CDBG), Home Investment Partnerships Program (HOME) funding, which are important components of the local strategy to address the housing and community development needs of the HOME Consortium and Urban County jurisdictions. In program year 2003-04, the County received \$922,000 in CDBG and \$681,229 in HOME funding. Accomplishments noted in the report include the following:

- Public services funded with CDBG dollars served 460 Urban County residents;
- 100% of CDBG and HOME funds were used to serve households with incomes below 80% of Area Median Income;
- Three owner-occupied single-family dwellings that were occupied by extremely and very low-income households, were rehabilitated with HOME funds;
- Three owner-occupied single-family dwellings that were occupied by extremely and very low-income households, were rehabilitated with CDBG funds;
- An additional nine owner-occupied single-family dwellings were in the process of being rehabilitated with CDBG funds by the end of the program year;
- Two households were assisted to purchase their first homes with HOME down payment assistance;
- One unit was acquired, rehabilitated, and re-sold with a HOME subsidy to an extremely low-income homebuyer.
- One abandoned unit in the City of Ypsilanti was rehabilitated with HOME funds, and was ready for re-sale to a lower-income homebuyer.
- Two other units in the City of Ypsilanti and Ypsilanti Township were in the process of rehabilitation at the end of the program year, and will be re-sold to lower-income homebuyers with a HOME subsidy.
- Two handicapped accessible ramps were constructed with CDBG funding for Urban County residents.
- Foreclosure prevention services were provided to 268 households in the County.

This report has ten main sections that detail the County's efforts to address those needs identified and documented by the 2003-2008 Washtenaw Urban County/ HOME Consortium Consolidated Strategy and plan. **Section One** of the plan lists resources obtained and/or used during the program year to fund housing and community development projects within or encompassing the Urban County/ HOME Consortium. **Section Two** of the plan assesses the County's progress in achieving its five-year goals and objectives and provides a summary of all of the affordable housing produced with federal, state, and local funds during the program year.

Section Three provides a narrative for the HOME program, which includes information about the geographic distribution of projects, an analysis of projects by type and priority need, and a list of the projects committed and completed during the program year. **Section Four** lists the other affordable housing projects completed or committed by the County and local nonprofits using non-federal funds during the period. **Section Five** is the Continuum of Care narrative and provides information about local efforts to address homelessness. **Section Six** includes the CDBG program narrative, which includes an assessment of the relationship of CDBG funding to priority needs, a map of the current projects, a list of current projects, and information about the implementation of the five-year consolidated plan.

Section Seven includes the County's self-evaluation of the administration of the CDBG and HOME programs. **Section Eight** details the County's other efforts to address the housing and community development needs in the five-year consolidated plan, including program compliance, governmental cooperation, fair housing, and lead-based paint reduction. **Section Nine** summarizes citizen comments received from this annual report. **Section Ten** is the attachments to this report, including the HUD-required Integrated Disbursement and Information System (IDIS) reports, the Annual Performance Report, the HUD Match Report, and the County's draft performance measurement model.

SECTION I. DESCRIPTION AND USE OF AVAILABLE RESOURCES

FEDERAL RESOURCES

Federal Housing, Community, & Economic Development Resources			
Source	Type of Funding	Use	Amount
HUD	2003 County HOME Program	Housing Projects	\$681,229
	2003 County CDBG Program	Community Development Projects	\$922,000
	2003 City of Ann Arbor HOME	Housing Projects	\$1,053,540
	2003 City of Ann Arbor CDBG	Community Development Projects	\$1,347,000
	2003 MSHDA HOME	Technical Assistance	\$20,700
	2003 MSHDA CDBG	Technical Assistance	\$30,600
	2004 Ypsilanti Housing Commission Public Housing	Capital Funds	\$321,473
	2004 Ypsilanti Housing Commission	Section 8	\$1,590,711
	2004 SHP & SPC Grants	Homeless Projects	\$3,759,505
	2004 HOPWA Grant	HARC: Housing Support & Subsidies	\$125,595
LIHEAP	2003-04 ETCS Weatherization Program	Energy Improvements	\$147,959
Department of Energy	2003-04 ETCS Weatherization Program	Energy Improvements	\$247,000
CSBG	2003-04 ETCS Community Services	Community Development	\$500,648 (federal portion)
EPA	Environmental Assessment	Demonstration Pilot Grant	\$200,000
FEMA	Hazard Mitigation Grant Program	Hazard Plan Development & Coord.	\$110,000
EPA	Brownfield Redevelopment- Revolving Loan Fund	Re-development & Economic Development	\$1,500,000
Total Federal Funding:			\$12,557,960

STATE RESOURCES

State Housing, Community, & Economic Development Resources			
Source	Type of Funding	Use	Amount
MSHDA	2004 ESG	Emergency Shelter	\$401,900
	MSHDA Community Development	MAP- Technical Assist.	\$3,000
		CHA- Technical Assist.	\$8,716
		Gateway- Tech. Assist.	\$2,830
Michigan Public Service Commission	2003-04 ETCS Weatherization Program	Energy Improvements	\$37,000
MDEQ	Clean Michigan Initiative	E-waste Reduction	\$40,000
State of Michigan	Cool Cities Grant	Ypsilanti Riverside Arts Center	\$100,000
Total State Funding:			\$593,446

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LOCAL RESOURCES

Local Housing, Community & Economic Development Resources				
Source	Type of Funding	Use	Amount	
Washtenaw County	Housing Contingency	Homebuyer Education Program	\$24,600	
		Foreclosure Prevention	\$10,500	
		CHDO Capacity Building	\$7,500	
	2003 General Fund- Outside Agency Human Services & Children's Well-being		Ann Arbor YMCA – Youth Volunteer Corps	\$42,500
			Catholic Social Services – Healthy Families Program	\$85,000
			Planned Parenthood – Comprehensive Prenatal Program	\$60,000
			Child Care Network – Child Care Scholarships and Family Support Program	\$100,000
			J.O.S.H.U.A. – Y.E.S. Program	\$55,000
			Ozone House – Youth Shelter and Family Support Project for Runaway and at-Risk Youth	\$50,000
			Chelsea School District – Parents As Teachers Program	\$35,000
			SOS Crisis Center – Homeless Families Parents As Teachers Program	\$35,000
			The African American Academy – R.E.S.C.U.E. Program	\$65,000
			AA Teen Center/Neutral Zone – The Connection	\$22,500
			Food Gatherers	\$25,000
			Ann Arbor Center for Independent Living	\$24,750
			SOS Crisis Center, Inc.	\$25,750
			Neighborhood Senior Services	\$25,000
			Father Patrick Jackson House Program	\$24,827
			Family Book Club	\$5,000
			Shelter Association of Washtenaw County	\$25,000
			Community Dental Center (Regents of the University of Michigan)	\$25,000
			St. Joseph Mercy Hospital	\$25,000
	The Community Health Education Resource Center	\$25,000		
Superior Township Parks and Recreation Department	\$15,000			
	2003-04 ETCS Community Services	\$270,064 (County portion)		
City of Ann Arbor	2003 General Fund	Outside Housing & Human Services Grants	\$1,309,280	
	2003 Youth Challenge Fund	AA Teen Center/Neutral Zone	\$46,875	
		Youth Empowerment Program	\$18,750	
	2003 Housing Trust Fund	Avalon Housing, Inc. Rental Subsidies	\$100,000	
		Community Housing Alternatives- Stone School Townhomes	\$300,000	
	2003 Housing & Human Services Contingency Fund	Shelter Association	\$14,576	
AAACF- Barrier Busters		\$5,000		
Ann Arbor Area Comm. Foundation	2004 Allocations	Housing, Community Services & Development Grants	\$154,056	
Washtenaw United Way	2003 Allocations	Housing, Community Services & Development Grants	\$3,717,018	
Pfizer grant	Community Matching Funds	Parkridge community Center	\$75,000	
Total Local Funding:			\$6,868,548	

LEVERAGING RESOURCES

Washtenaw County, in conjunction with Community Housing Development Organizations (CHDOs) and local units of government, made the following steps in the previous program year to develop partnerships and leverage resources that specifically address the housing and community development needs in the Washtenaw Urban County and HOME Consortium areas, which were identified in the 2003-2008 Consolidated Strategy and Plan:

- Washtenaw County requested technical assistance from MSHDA to build administrative capacity for the federal programs and develop a match-tracking system;
- Washtenaw County requested technical assistance to build the capacity of Ypsilanti Gateway Community & Economic Development Corporation (Gateway), which is a CHDO that has targeted the Gateway Community in Ypsilanti for housing rehabilitation and new construction with HOME funding.
- The CHDO Community Housing Alternatives (CHA) requested technical assistance to build their capacity to serve the Sugarbrook neighborhood of Ypsilanti Township for housing rehabilitation.
- CHA has developed a partnership with the Willow Run School System to promote homeownership and community stability in the Sugarbrook neighborhood.
- Gateway has worked with Washtenaw County and the Ypsilanti Business Round Table to discuss strategies for improving the conditions and opportunities for residents of the City of Ypsilanti. Through that work, Pfizer foundation has committed \$75,000 in local matching funds to keep the Parkridge Community Center open to the public in 2004.
- Gateway has worked with the U of M School of Architecture students to complete drawings for a new construction project of two units of housing on Worden Street in Ypsilanti.
- The County and CHA worked with United Way to submit a HOME-assisted group home for the annual Day of Caring. The site work completed by volunteers complimented the expenditure of HOME funding in this unit, which was used for HQS-related repairs.
- The County and CHA worked with Edward Surovell Realtors to sell an acquisition, rehab, resale unit completed by CHA. The realtor representing CHA donated her time on this project, in order to keep costs down for the low-income homebuyer.
- County and CHA staff attended the local annual Community Reinvestment Association Homeownership Fair to promote awareness of County and City homeownership assistance programs for lower-income households.
- County staff worked with the City of Ypsilanti to utilize Brownfield Tax Credits to help finance a re-development effort in the City of Ypsilanti called Water Street.
- County and City of Ann Arbor staff meet regularly to coordinate joint housing and community development projects, which are often available to all County residents.
- County, City of Ann Arbor, Ann Arbor Area Community Foundation, and United Way staff members began meeting this year to coordinate funding and reporting across public and private programs. It is the goal of the group to develop a common performance measurement system over the next couple of years.

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In addition to the federal, state, and local resources listed in the previous section, the following local resources were made available during the FY2003-04 period, specifically to match federal HOME funding² and to address housing needs in the community:

2003-04 Local Resources Allocated for HOME Match			
Source	Type of Funding	Use	Amount
Washtenaw County	Housing Contingency Fund	Housing Construction- Worden Street, Ypsilanti	\$49,000
		Housing Rehabilitation- Foley Street, Ypsilanti	\$13,978
		Habitat for Humanity Firwood Street, Ypsilanti	\$60,000
		WCHO Group Home Acquisition	\$75,000
Total Match Funding Set-aside During Program Year:			\$197,978

SECTION II. ASSESSMENT OF FIVE-YEAR CONSOLIDATED PLAN GOALS AND OBJECTIVES

The goals identified in the 2003-2008 HOME/CDBG Consolidated Strategy and Plan and the FY 2003-04 One Year Action Plan and related annual progress in meeting the goals are as follows:

GOAL 1: TO INCREASE THE NUMBER OF UNITS OF HOMEOWNER REHABILITATION OPPORTUNITIES FOR LOW MODERATE-INCOME HOUSEHOLDS

Objective: The County planned to work through the County Employment Training & Community Service (ETCS) Department to rehabilitate 12 single-family housing units for households with incomes between 31-80% of AMI and 3 housing units for households with incomes between 0-30% of AMI.

Progress: County ETCS served two (2) households at 0-30% and four (4) households at 31-50% of AMI. Nine (9) more units were in progress at the end of the program year. Three (3) of the units were completed with HOME program funding and three (3) were completed with CDBG program funding. These rehabilitation projects totaled up to \$25,000 each, and were in the form of 0%-interest grants, recoverable at time of sale or transfer.

Objective: The County planned to target a significant number of the 2003-04 single-family rehabilitation projects in the Washtenaw Autumn neighborhood of Superior Township, which has a concentrated population of older adults and minorities.

Progress: Of the units listed above, one (1) of the CDBG single-family rehabilitation projects were completed in this neighborhood and one (1) more is in process. However, four (4) more of the households in the Washtenaw Autumn area elected to participate in the ETCS weatherization program.

In addition to these efforts, the City of Ypsilanti has compiled a list of abandoned, tax delinquent, and condemned properties targeted for redevelopment. In partnership with Community Housing

² Since the HOME match liability report that is included in this annual report is for the federal fiscal year October 1, 2002- September 30, 2003, the information contained therein will not reflect new allocations of local funding to meet local HOME match requirements.

Alternatives, the Consortium has been working to select 1-2 of these properties for acquisition, rehab, and resale to an eligible homebuyer. However, this process is made more difficult because many of the units are located in the historic district; the City of Ypsilanti lacks the capacity to aggressively enforce code violations; the zoning in the City does not support higher density affordable housing re-construction; and the HOME program sets limits on the maximum subsidy for each HOME-assisted unit.

GOAL 2: TO INCREASE HOMEOWNERSHIP OPPORTUNITIES FOR LOW-INCOME HOUSEHOLDS

Two CHDOs—Ypsilanti Gateway Community & Economic Development Corporation, and Community Housing Alternatives—have been selected to work with the Urban County and HOME Consortium to acquire, rehabilitate, reconstruct, and/or construct units of housing for sale to eligible lower-income homebuyers.

Objective: The County planned to work with area Community Housing Development Organizations (CHDOs) to expand homeownership opportunities by 10 units over the 2003-04 and 2004-05 program years. Homeownership Assistance was to be provided to households with incomes between 51-80% of AMI.

Progress: Working with Community Housing Alternatives (CHA), the County provided down payment assistance to one (1) household at 31-50% AMI and one (1) household at 51-80% AMI during the program year. The County also worked with CHA to acquire a HUD-foreclosed unit, rehabilitate it, buy down the debt, and re-sell it to an extremely low-income household (0-30% of AMI).

Using HOME funding, CHA had acquired, rehabilitated, and was prepared to sell one (1) unit of housing in Ypsilanti Township to a low-income household by June 30, 2004. This unit will be reported in the 2004-05 CAPER.

In addition, Gateway Community & Economic Development Corporation used HOME funding to rehabilitate an abandoned house in the City of Ypsilanti; and was prepared to sell it to a low-income household by June 30, 2004. This unit will be reported in the 2004-05 CAPER.

Objective: The County planned to continue to work with the Ann Arbor Housing Commission and Community Housing Alternatives to implement the Section 8 Homeownership program. The long-term goal of this project is to target **fifty (50)** lower-income households for homeownership.

Progress: CHA completed orientation with another class in December of 2003 and held classes at Kettering Elementary in Ypsilanti Township. A total of eighteen (18) attended these classes and all completed them on March 7th, 2004. All prospective homebuyers from those classes are now working on various credit, budget, and financial issues to better prepare themselves for homeownership.

In addition to these efforts, the County led the effort to improve coordination for the Washtenaw Housing Education Partners (WHEP)—a collaborative between MSU Extension, POWER, Inc., and CHA—and provided a grant of \$24,600 to reimburse WHEP to provide a coordinated system of homebuyer education to those County residents with incomes at 51-80% of AMI. The City of Ann Arbor Community Development Program also participated in this effort; and the City provided a grant of \$8,000 to compliment the County's contribution. The County has five main goals behind its support for the WHEP program: 1) to educate potential homebuyers about the process of homeownership; 2) to assist prospective homebuyers with credit repair; 3) to provide financial management training to potential homebuyers; 4) to build a pool of potential eligible homebuyers for the County and City of Ann Arbor homeownership assistance programs; and 5) to build a fair

and impartial system of participant requirements for residents to access the County's homeownership programs.

GOAL 3: TO IMPROVE THE QUALITY, MANAGEMENT, AND SUPPLY OF EXISTING RENTAL PROPERTY AVAILABLE TO LOW-MODERATE INCOME HOUSEHOLDS

Objective: The County planned to work with Township officials to identify rental property that is poorly maintained or poorly managed for acquisition and rehabilitation.

Progress: The County has been in discussions with the City of Ypsilanti and several local nonprofit developers to discuss a large-scale development of Parkview Apartments on the South side of Ypsilanti. This project was proposed as a re-development that would include some of the public housing units at Parkridge. During the program year, this project did not have sufficient local support to go forward. At this time, the County and City of Ypsilanti are waiting to find out if HUD will go forward with its foreclosure on this property.

In addition, the HOME Consortium committed 2001-02 and 2002-03 HOME funding to Washtenaw Affordable Housing Corporation (WAHC) to rehabilitate forty-three (43) units of rental housing, called Gateway Apartments, on Michigan Avenue in Ypsilanti Township. Nearly all of this rehab had been completed by June 30, 2004. In December 2003, WAHC discovered significant rehabilitation needs in this property that were not covered by the original grant, and applied for supplemental funding for this project, which extended its completion date. Therefore, this activity will be reported as a completion in the 2004-05 CAPER.

Objective: The County had planned to work with CHDOs and other developers to acquire and rehabilitate four (4) units of rental housing that would specifically be designated for older adults or persons with disabilities.

Progress: The County worked with CHA to rehabilitate one (1) unit of rental housing on Cochran Street in Pittsfield Township. This three-bedroom unit is rented exclusively to three (3) individuals with severe and persistent disabilities that need 24-hour on-site care. This project was completed in May 2004.

GOAL 4: TO PROMOTE COMMUNITY STABILITY THROUGH THE COORDINATED DELIVERY OF SERVICES AT DESIGNATED PLACES

Objective: The County plans to assess the feasibility of rehabilitating senior and/or recreation facilities or constructing new facilities within the Urban County using CDBG funding.

Progress: The Urban County Executive Committee has expressed their wish that these projects be delayed until other CDBG infrastructure projects (sidewalks, sewer/water connections, etc.) are completed.

GOAL 5: TO INCREASE THE QUALITY OF LIFE OF URBAN COUNTY AND HOME CONSORTIUM RESIDENTS BY ATTENDING TO INFRASTRUCTURE NEEDS IN ORDER TO REDUCE SAFETY AND HEALTH RISKS TO LOW INCOME RESIDENTS

Objective: The County planned to assess infrastructure projects that would target households at 0-80% of AMI.

Progress: During the program year, the Urban County identified a bike path in Ypsilanti Township on McCartney Boulevard from Grove Street to Tyler Street. This bike path will serve a neighborhood of that that is composed of approximately 57% lower-income households. This

project was delayed because it required a submission to the Michigan Department of Transportation, but it is targeted for completion by December 2004, and will be included in the 2004-05 CAPER.

GOAL 6: TO PROMOTE HOUSING STABILITY BY ADDRESSING IDENTIFIED GAPS IN PUBLIC/HUMAN SERVICES

Objective: The County planned to allocate the maximum allowable 15% (\$138,300) of total CDBG funds to public services.

Progress: The County bid out the entire allocation of CDBG public services funding and funded two projects to specifically support housing stability. With this funding, the nonprofit Michigan Ability Partners provided **Representative Payee** services to **44** Urban County residents with disabilities and older adults, all of which had incomes below **80% of AMI**. Also, the nonprofit Ypsilanti Meals on Wheels provided **home delivered meals** to **50** homebound Urban County residents with incomes at **0-80% of AMI**. The remainder of the public services funding was utilized to fund projects listed under Goal 8.

GOAL 7: TO DEVELOP PLANS THAT WILL EFFICIENTLY ADDRESS CONCERNS THAT ARE IDENTIFIED BY LOW TO MODERATE INCOME TARGET AREAS AND OTHER PROBLEMS WITHIN THE URBAN COUNTY AND HOME CONSORTIUM

Objective: The County planned to develop neighborhood plans for the Washtenaw Autumn Neighborhood, as well as one other neighborhood in the Urban County and HOME Consortium areas.

Progress: The County began work with community leaders in the Washtenaw Autumn neighborhood to develop a neighborhood plan, but was unable to get a significant buy-in from community members to put together a meaningful plan. However, the County was able to collect Census data and a list of housing rehabilitation needs that was prepared by community leaders using a small grant from the County Housing Contingency Fund. This gave the County a better picture of the community and informed the single-family housing rehabilitation marketing efforts in the area.

In addition, the County Planning and Environment Department submitted a formal request to the Michigan State Housing Development Authority for technical assistance to support the Ypsilanti Gateway Community & Economic Development Corporation CHDO to update its community Strategic Plan. These efforts were underway at the end of June 2004, but the updated plan will not be completed until November 2004, and will be reported in next year's CAPER.

GOAL 8: TO PROMOTE A SUITABLE LIVING ENVIRONMENT, IMPROVE SAFETY AND LIVABILITY, REDUCE ISOLATION, SUPPORT FAMILY STRUCTURES, AND FACILITATE ACCESS TO MAINSTREAM RESOURCES FOR SPECIAL POPULATIONS

Objective: The County planned to work with a local nonprofit to acquire two (2) supported living rental units that would be designated specifically for individuals with severe and persistent disabilities that had incomes at 0-30% of AMI.

Progress: At the end of June 2004, the County was working with the Washtenaw Community Health Organization and the City of Ann Arbor to finance the acquisition and rehabilitation of four (4) rental units that would act as group homes for twenty-four (24) persons with severe and persistent disabilities. This project will be completed by June 30, 2005, and will be reported in next year's CAPER.

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Objective: The County planned to assist nonprofits or the Ann Arbor Transportation Authority to provide transportation Services to Urban County residents with incomes below 80% of AMI.

Progress: The County bid out the entire allocation of CDBG public services funding and funded four nonprofit projects to address Goal 8 that were targeted exclusively to Urban County households that had incomes below 80% of AMI. First, with this funding, Northfield’s Human Services provided **7,170 one-way rides to one hundred thirty (130)** residents that did not have access to public or private transportation. Second, Neighborhood Senior Services provided **home repair and maintenance**, ramp construction, outreach/injury prevention, and West Nile Prevention to **one hundred and forty (140)** older adult residents. Third, the University of Michigan Housing Bureau for Seniors conducted **outreach** activities in manufactured housing and rental communities to reach **isolated older adults** that were in need of support services and/or referrals to mainstream services. This program served **sixty-six (66)** older adults. Last, the Child Care Network utilized this funding to provide **child care scholarships for thirty (30)** low-income households that did not qualify for assistance from the Family Independence Agency.

SECTION 215 UNITS COMPLETED DURING PROGRAM YEAR

HUD outlines the criteria for local jurisdictions to qualify units assisted under the HOME program as “affordable housing” in Section 215 of the HOME Program regulations. To qualify as affordable, all rental and homeownership units constructed or rehabilitated with HOME funding must adhere to these regulations. It is the responsibility of each HOME participating jurisdiction to report to HUD the number of these affordable units completed within their boundaries³ on an annual basis. Also, even though the CDBG program does not require the qualification of units as “affordable” following the HOME Program Section 215 regulations, it is useful to keep track of all of the affordable units constructed or rehabilitated with CDBG and other types of funding. The Washtenaw HOME Consortium/ Urban County Section 215 units completed during the period July 1, 2003- June 30, 2004 are summarized in the table below. Each of the projects is listed in more detail in Sections III and VI of this report.

2003-04 Washtenaw Urban County/ HOME Consortium Section 215 Completions							
Home Consortium/Urban County Housing Goals	Original Target Number of Units	Units Completed 2003-04	Owner Occupied	Renter Occupied	Percentage of AMI		
					0-30%	31-50%	51-80%
Goal 1: To increase the number of units of homeowner rehabilitation opportunities for low moderate-income households	15 units (2 years)	ETCS HOME	3			3	
		ETCS CDBG	3		2	1	
		ETCS Weatherization	98		84	11	3
Goal 2: To increase homeownership opportunities for low-income households	10 units (2 years)	Section 8 Homeownership					
		County/ Housing Bureau for Seniors- 4 loans to prevent foreclosure	4		1	2	1
		Habitat for Humanity	4			4	
		CHA HOME DPA	2			1	1

³ Since Washtenaw County also promotes affordable housing in other areas of the County, those additional Section 215 Completions will be reported in Section IV of this annual report.

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Goal 3: To improve the quality, management, and supply of existing rental property available to low-moderate income households	4 units	CHA HOME Rental		1	1		
		ETCS Weatherization		6	6		
		WAHC Rental Project in Process, but not completed					
Goal 8: To promote a suitable living environment, improve safety and livability, reduce isolation, support family structures, and facilitate access to mainstream resources for special populations	2 units	WCHO Rental Project in Process, but not completed					
Totals	31 units		114	7	94	22	5

**SECTION III. NARRATIVE: 2003-04 HOME PROGRAM
AMOUNT: \$681,229 GRANT NUMBER: M-03-DC-26-0220**

The County's performance in meeting the housing needs of low-income households has continued to reflect the County's commitment to the goals outlined in the FY 2003-2008 Consolidated Strategy and Plan. The strategy outlined in the Plan as well as the continuing availability of HOME funds, local Housing Contingency Funds, state funds through MSHDA, and cooperation from local lenders will add resources to enable additional affordable housing projects and units to be added to the local housing stock. The successes mentioned in this report are largely the result of the HOME funds available to the community and the local commitment to support affordable housing efforts.

ANALYSIS: DISTRIBUTION OF HOME FUNDS

The 2003-04 County's Plan identified the use of HOME funds for rental acquisition/rehabilitation (37%), grant administration (10%), CHDO operating (5%), homeownership assistance (44%), down payment assistance (4%), and owner-occupied rehabilitation activities (left over from 2002-03) by nonprofit, for-profit, and governmental organizations. In April of 2004, the plan was amended to include a new construction category of funding, which came directly out of the homeownership assistance category. All HOME funding was used to serve households with incomes below 80% of AMI.

The following housing project types were given a "High Priority" ranking in the 2003-2008 Consolidated Strategy and Plan: homeowner projects (rehabilitation and/or homeownership) and lead paint remediation. Rental projects to serve most of the household sizes and income levels were given a "Medium Priority" ranking. Rental projects that serve large families and "other" households at 51-80% of AMI were given a "Low Priority" ranking. In general, the 2003-04 HOME-funded projects all addressed High or Medium Priority needs from the Consolidated Plan, as illustrated below.

One (1) Rental Rehabilitation project that housed one household (three unrelated individuals) at 0-30% of AMI (Medium Priority) was completed by June 30, 2003. Another rental rehabilitation project was underway during the reporting period, and this project houses 43 households at 0-50% of AMI (Medium Priority).

Five (5) Homeownership Assistance (acquisition/rehabilitation/resale) projects were started during the period that involved six (6) housing units. By June 30th, 2004, one (1) of these units was completed and sold to a large, related household at 0-30% of AMI (High Priority). Two (2) of

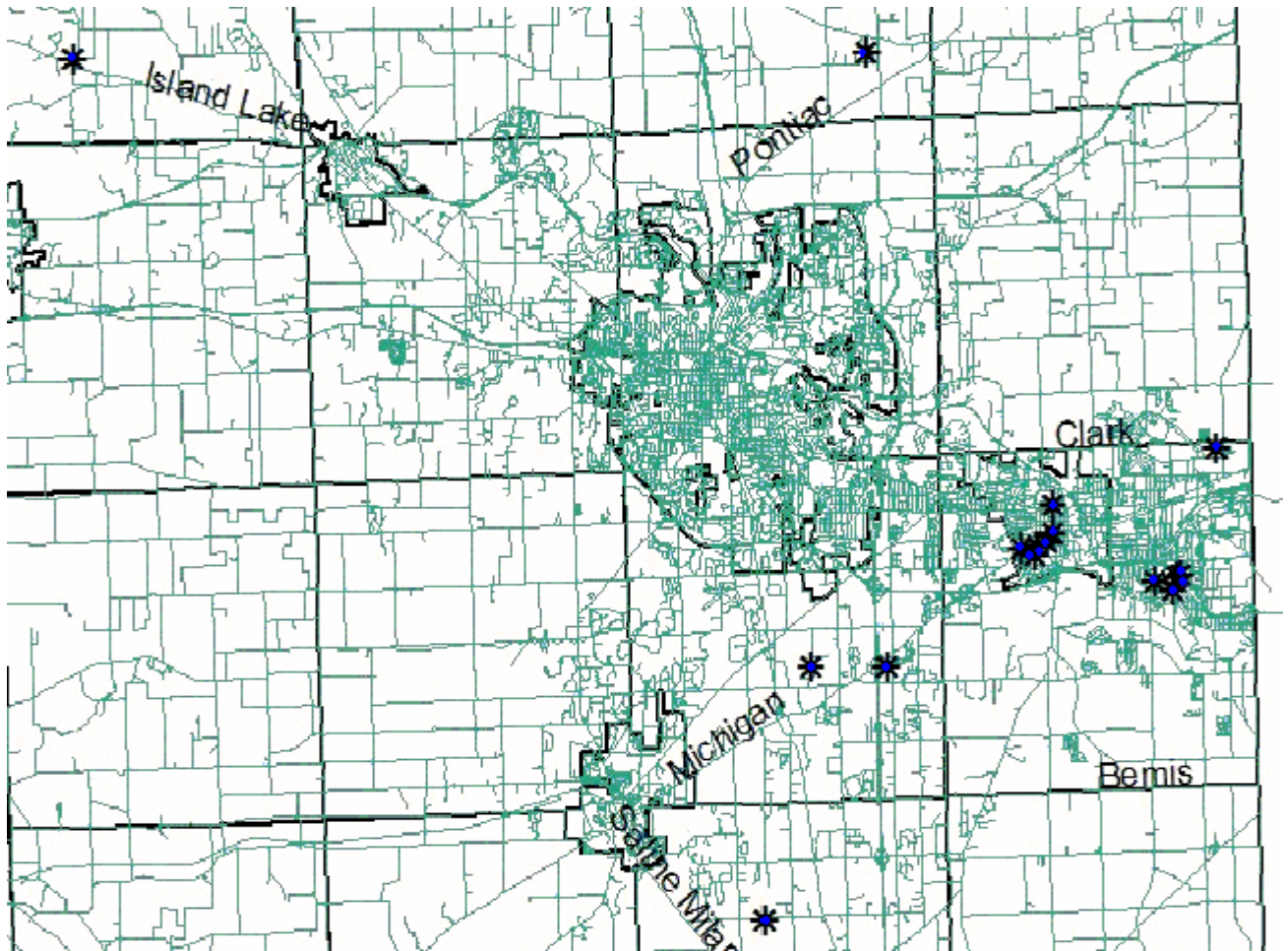
the units were ready to sell to households with incomes in the 51-80% of AMI range (High Priority). Three (3) of the units were in the planning stages for acquisition/rehabilitation and/or construction and resale to lower-income homebuyers (High Priority)

The County and CHA provided Down payment assistance to two (2) households during the program year. One of the households had an income of 31-50% of AMI and the other had an income of 51-80% of AMI (High Priority).

The County ETCS completed three (3) HOME-assisted owner-occupied rehabilitation projects in the last year, all of which had incomes at 31-50% of AMI (High Priority).

GEOGRAPHIC DISTRIBUTION OF HOME-ASSISTED PROJECTS

As seen below, the majority (9 out of 16) of the current HOME program completions and commitments within the HOME Consortium and Urban County areas are in the Southeastern part of the City of Ypsilanti and in the eastern part of Ypsilanti Township. According to the 2000 Census, at least 51% of the residents of the areas targeted in the City and the Township have incomes below 80% of the area median family income. Estimates from the 2000 Census also demonstrate that at least 48.4% of the residents of these targeted areas of the City of Ypsilanti and Ypsilanti Township are minorities. The minority concentration in the northernmost area of Ypsilanti Township is less at 24-48% and is below 24% in most of the other areas where projects are located.



2003-04 COMPLETED & COMMITTED HOME-ASSISTED PROJECTS

Most of the 2003-04 HOME projects involved public-private partnerships to develop affordable housing. In particular, the County worked with three different nonprofit entities (CHDOs) - Community Housing Alternatives, Washtenaw Affordable Housing Corporation, and Ypsilanti Gateway Community & Economic Development Corporation. The completed and committed HOME projects in 2003-04 follow below:

Community Housing Alternatives (CHA)

HOME Program Homeownership Assistance: The County Planning & Environment Department began the Homeownership Assistance Program with CHA in January of 2003. The County contracted with CHA to respond to the gaps in homebuyer assistance programs for lower income families in the Urban County and HOME Consortium areas. This program typically involves acquisition, rehabilitation, and resale of a unit to a low-income homebuyer with a buy down of debt. This year, CHA completed one of these projects; made significant progress on a second; and began a third.

Completed- CHA's first homeownership assistance project (CT 4130), which involved a buy down of debt, was completed in July 2003. The household purchasing this unit was a family of eight with at least one disabled family member that had an income below 30% of AMI (High Priority).

SOURCE OF FUNDS	FUNDING AMOUNT
Washtenaw County- FY 01 HOME Homeownership Funds 1827 Heatherridge, Ypsilanti Township	\$160,000
Washtenaw County- FY 01 HOME DPA Funds	\$10,000
TOTAL FUNDING:	\$170,000

Committed- CHA's second homeownership assistance project (CT 4130), which will also involve a buy down of debt, was nearly completed by June 30, 2004, and will be reported in 2003-04 CAPER.

SOURCE OF FUNDS	FUNDING AMOUNT
Washtenaw County- FY 02 HOME Homeownership Funds 1548 Foley Street, Ypsilanti Township	\$31,669
Washtenaw County- FY 2003 Housing Contingency Funds	\$13,978
Community Housing Alternatives- 1827 Heatherridge Proceeds	\$109,000
TOTAL FUNDING:	\$154,647

Committed- CHA's third homeownership assistance project (CT 4107), which will also involve a buy down of debt, was started by June 30, 2004, and will be reported in 2003-04 CAPER.

SOURCE OF FUNDS	FUNDING AMOUNT
Washtenaw County- FY 02 HOME Homeownership Funds 304 E. Ainsworth Street, City of Ypsilanti	\$133,000
TOTAL FUNDING:	\$133,000

HOME Program Down Payment Assistance: The County contracted with Community Housing Alternatives to begin its Down Payment Assistance Program in July of 2002. This program was designed to assist first-time homebuyers to purchase affordable housing in the HOME Consortium and Urban County areas. This assistance can be paired Section 8 Homeownership and other types of assistance, as appropriate. Individuals can access this program by completing a course of homebuyer education, which is provided by the Washtenaw Housing Education Partners, which is a partnership between Community Housing Alternatives CHDO, POWER Inc., and MSU Extension.

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Completed- By June 30, 2004, CHA provided Down Payment Assistance to two (2) households (CT 4121 & 4123). One was a 2-person household with an income between 31-50% of AMI; and the other was a 4-person household with an income at 51-80% of AMI.

SOURCE OF FUNDS	FUNDING AMOUNT
Washtenaw County- FY 01 HOME DPA Funds 2815 Woodruff Lane, Ypsilanti Township	\$5,000
Washtenaw County- FY 01 HOME DPA Funds 2033 Mary Catherine, Ypsilanti Township	\$7,545
TOTAL FUNDING:	\$12,545

HOME Program Rental Acquisition/Rehabilitation Assistance: Washtenaw County contracted with CHA to rehabilitate a unit in Pittsfield Township, which was to be used as supported independent living for three (3) individuals with severe and persistent disabilities that had incomes below 30% of AMI.

Completed- On May 1, 2004, CHA completed the rehabilitation of this 3-bedroom rental unit (CT 4160), which will be rented to three (3) individuals with incomes below 30% of AMI.

SOURCE OF FUNDS	FUNDING AMOUNT
Washtenaw County- FY 03 HOME Rental Rehab Funds 3920 Cochran Street, Pittsfield Township	\$35,000
TOTAL FUNDING:	\$35,000

Washtenaw Affordable Housing Corporation (WAHC)

HOME Program Rental Rehabilitation: The Planning & Environment Department began the Rental Rehabilitation Program with WAHC in March of 2003. The County contracted with WAHC to provide safer, decent rental housing for low-income families.

Committed- WAHC had completed much of a rehabilitation project on 43 units of rental housing at the Gateway Apartments in Ypsilanti Township (CT 4105) by June 30, 2003. However, during the summer of 2003, they discovered additional boiler and water problems on this project. The County committed additional HOME funds to assist with these repairs, which were nearly completed by June 30, 2004. These units will be reported in the 2004-05 CAPER.

SOURCE OF FUNDS	FUNDING AMOUNT
Washtenaw County- FY 01-02 Rental Rehab HOME Fund 1100 W. Michigan Ave., Ypsilanti Township	\$150,000
Washtenaw County- FY 02-03 Rental Rehab HOME Funds	\$160,000
TOTAL FUNDING:	\$310,000

Washtenaw County Department of Employment Training & Community Services

HOME Program Housing Rehabilitation: The County ETCS administered the HOME Housing Rehabilitation Program, which provided assistance to homeowners in the City of Ypsilanti and Ypsilanti Township.

Completed- By June 30, 2004, ETCS assisted three (3) single-family households (CT4106, 4123, 4107). HOME funds in the amount of \$46,440 were expended on these three (3) units. All three of the households had incomes between 30-50% of AMI.

SOURCE OF FUNDS	FUNDING AMOUNT
Washtenaw County- FY 01-02 HOME Funds	\$5,191
Washtenaw County- FY 02-03 HOME Funds 913 Frederick, City of Ypsilanti	\$21,440

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Washtenaw County- FY 01-02 HOME Funds 102 S. Hamilton, City of Ypsilanti	\$25,000
Washtenaw County- FY 01-02 HOME Funds 2123 Chevrolet, Ypsilanti Township	\$25,000
Washtenaw County General Funds In-kind Staff	Variable
TOTAL FUNDING:	\$76,631+

Ypsilanti Gateway Community & Economic Development Corporation (Gateway)

HOME Program Homeownership Assistance: The County contracted with Gateway to begin the Homeownership Assistance Program in May of 2003 to respond to the gaps in homebuyer assistance programs for lower income families in the HOME Consortium and Urban County areas, as well as a general concern for the overall improvements within the Ypsilanti Gateway Community.

Committed- Gateway completed the rehabilitation of one (1) unit for re-sale (CT 4107) to a low-income homebuyer. However, since they had not found a purchaser by June 30, 2004, this unit will be reported on next year's CAPER.

SOURCE OF FUNDS	FUNDING AMOUNT
Washtenaw County- FY 01 HOME Homeownership Funds 415 Hamilton, City of Ypsilanti	\$100,000
Harriet Street Commerce Center- Donation of house (-cost of land)	\$95,000 (in kind)
Washtenaw County- County General Funds	\$70,000
TOTAL FUNDING:	\$265,000

HOME Program Homeownership Assistance- New Construction: Since Gateway was in possession of several vacant lots in the Gateway Community, the County contracted with them to construct three (3) affordable units of housing on these lots. In this way, the County hopes to promote community involvement and increase the homeownership rate in the City of Ypsilanti.

Committed- At the end of June 2004, Gateway was nearly ready to begin construction on the first two (2) of these units (CT 4106), which will be re-sold (with a buy down of debt) to two low-income households upon completion. These units are targeted for completion by December of 2004, and will be reported on next year's CAPER.

Washtenaw Community Health Organization (WCHO)

HOME Program Rental Acquisition/Rehabilitation Assistance: Washtenaw County began discussions with the WCHO during the program year to acquire and rehabilitate four (4) group homes in the County, which were owned by an investor group that planned to sell the units on the private market. In an effort to prevent the loss of these specialized affordable housing units, the WCHO applied for HOME funding to acquire and rehabilitate the units. The City of Ann Arbor also agreed to support the project, although the units are located outside of their jurisdiction, since these units serve the entire community.

Committed- At the end of June 2004, the County and City of Ann Arbor had committed HOME and County Housing Contingency grant funding to the project to fund the acquisition costs. The WCHO agreed to pay for the rehabilitation on the units and would obtain a loan from the County to finance the rest of the acquisition. The WCHO plans to acquire and rehabilitate four (4) units of housing and specifically reserve these units for twenty-four (24) individuals with severe and persistent disabilities that have incomes below 60% of AMI. Two of these units are located in the Urban County (CT 4630 an CT 4148); one is located in Dexter Township (CT 4430); and the one is located in York Township (CT 4220).

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SOURCE OF FUNDS	FUNDING AMOUNT
12988 Island Lake Road, Chelsea, MI 48118 1035 Judd Road, Saline, MI 48176 3800 Glengarry, Ann Arbor, MI 48105 5623 Thomas, Ann Arbor, MI 48108	
Washtenaw County- FY 03-04 HOME Funds	\$215,000
Washtenaw County- FY 04 Housing Contingency Funds (match)	\$70,000
City of Ann Arbor- HOME Funds	\$290,000
WCHO Reserves	\$75,000
WCHO/Washtenaw County Recoverable Grant	\$350,000
TOTAL FUNDING:	\$1,000,000

CONTRACTS/SUBCONTRACTS WITH MBES AND WBES

HOME Annual Performance Report (HUD 40107) is included in Attachment B, which summarizes all contracts completed with federal funds, and separates out those awarded to women and minority-owned businesses.

MATCHING CONTRIBUTIONS: OCTOBER 1, 2002- SEPT. 30 2003

The match obligation for the federal fiscal year beginning October 1, 2002 and ending September 30, 2003 was **\$138,894**. The HOME Match Report (HUD 40107-A) is included in this document in Attachment C, and summarizes the match obligation and match obtained by the County during this period. The County collected a total of **\$162,743** in match, which left excess match to carry over to federal fiscal year 2003-04 of \$23,849. In addition, the County committed a large amount of Housing Contingency (general funds) in 2003 and has collected an excess of match in the 2003-04 program year.

HOUSING CODE COMPLIANCE INSPECTION ASSESSMENT

Inspections of Affordable Housing

Since only one (1) unit of rental housing was completed this year and the unit completed last year must be inspected only once every three years, the County did not conduct any rental inspections this year, with the exception of the one done at project completion. The following table lists the current HOME-assisted projects that will require Housing Quality Standards (HQS) inspections in the coming years, which will be completed by the Planning & Environment Department Housing Rehabilitation Specialist.

Property Address	Owner	Number of Units	HQS Inspection Date	Results
1120 Woodglen, Ypsilanti (Twp.), MI	Private- Ghant	1	Required every 3 years- due 1/06	N/A
1100 W. Michigan Ave., Ypsilanti (Twp.), MI	WAHC	43	Required every year- due 3/05	N/A
3920 Cochran St. Ypsilanti, MI (Pitts. Twp.)	CHA	1	Required every 3 years- due 3/05	N/A
Total		45		

ASSESSMENT OF AFFIRMATIVE MARKETING ACTIONS

In accordance with the regulations of the HOME Program, Section 92.351, and to further the Washtenaw County's commitment to non-discrimination and equal housing opportunity, the County has established procedures to affirmatively market housing properties with five or more units. Each project owner is required to develop an Affirmative Marketing Plan for each project detailing efforts it will undertake. These Plans are on file in the Planning & Environment Department. These procedures are intended to further the objectives of Title VIII of the Civil Rights Acts of 1968, and Executive Order 11063.

Planning & Environment Department and County ETCS housing staff provides information about federal fair housing laws and the County's Affirmative Marketing Policy and requires the use of equal opportunity language in advertising by property owners and by encouraging property owners to follow their Affirmative Marketing Plans. Information is sent to property owners upon request. Annually, program report forms will be used to monitor certification of tenant incomes and rent levels. The Planning & Environment Department will continue to document efforts made by HOME program participants regarding affirmative marketing of units. The information will be kept for a ten-year period from the date of project completion.

OUTREACH TO MINORITY BUSINESS ENTERPRISES (MBES) & WOMEN-OWNED BUSINESS ENTERPRISES (WBES)

The County continues in its efforts to recruit minority and female-owned businesses into the Housing Rehabilitation program. The County ETCS Department Housing Program maintains a listing of minority contractors who are regularly solicited to bid on rehabilitation projects. In addition, efforts to involve minority and women-owned businesses continue to target local businesses to promote these goals. Most recently, County ETCS distributed flyers to local lumberyards around the County to recruit more contractors. A copy of this advertisement is available upon request (in hard copy).

HOME PROGRAM INCOME

The County did not receive any HOME program income during the program year. However, liens were placed on the three (3) completed County ETCS HOME rehabilitation projects. These liens require repayment in the form of a 0%-interest, recoverable grant, which is due at time of sale or transfer. In addition, liens were placed on two HOME-assisted down payment assistance units, one homeownership assistance unit, and two rental acquisition/rehabilitation projects. Since the down payment and rental projects are completely forgivable if the owners follow all HOME regulations, the County does not expect to receive program income from those units. However, if they default on any part of their agreements (rent restrictions, principal residence, etc.), then those funds will be immediately due. The County expects to get at least 1/3 of the subsidy back for the homeownership assistance unit under the recapture provisions of that program. Additional recapture will result if that unit is sold before the 15-year period of affordability has passed. Therefore, taking into account previous years' projected program income, the County currently expects the following amounts to be repaid to the HOME program for future affordable housing efforts:

Program Income Projected- Completed HOME Projects				
Property Address	Future Program Income	Income Range	Race	FY of HOME Funds
826 Madison	\$7,809.20	0-30%	AA	2001
943 Jefferson	\$25,000	0-30%	AA	2001
562 Desoto	\$24,851.20	0-30%	AA	2001
2851 Woodruff	\$25,000	31-50%	AA	2001
1141 Rue Deauville	\$23,703	31-50%	AA	2001

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1120 Woodglen	\$24,225	0-30%	AA	2002
2123 Chevrolet	\$24,743	31-50%	AA	2001
913 Frederick	\$25,000	31-50%	AA	2001 & 2002
102 S. Hamilton	\$25,000	31-50%	AA	2002
1827 Heatherridge	\$16,000	0-30%	AA	2001
Totals:				

SECTION IV. OTHER AFFORDABLE HOUSING IMPROVEMENTS

Washtenaw County and local nonprofit housing organizations have also produced other housing in the Urban County/ HOME Consortium and outside of its boundaries during the program year, which can benefit the residents of the whole County. Since the HOME and CDBG- assisted housing is described in Sections III and VI of this report, this section will detail only those County and non-profit affordable housing projects completed in the greater Washtenaw County during the period July 1, 2003- June 30, 2004.

2003-04 WASHTENAW COUNTY AFFORDABLE HOUSING PROJECTS

Washtenaw County Department of Employment Training & Community Services

County ETCS Weatherization Program: The County ETCS administered the U.S. Department of Energy (DOE)/ LIHEAP funding, which provides minor repairs and enhancements to owner and renter-occupied units across the County, which includes the HOME Consortium and Urban County. By June 30, 2003, the County received \$394,959 in 2003-04 DOE and LIHEAP funds, and \$37,000 in Michigan Public Service Commission funding; and allocated \$270,067 in County General funding for the County ETCS Department weatherization program staffing and match. By June 30, 2004, \$243,813 of those funds was used in the HOME Consortium and Urban County areas to serve low-income residents. An additional \$287,811 had also been spent in the balance of the County for low-income residents.

Completed- Staff from the County ETCS Department completed energy-related repairs for eighty-two (82) owner-occupied units in the Urban County; sixteen (16) in the City of Ypsilanti; and one hundred and twenty-one (121) in the balance of the County. In addition, ETCS completed similar repairs to four (4) rental units in the Urban County; two (2) rental units in the City of Ypsilanti; and seven (7) rental units in the balance of the County. In total, ETCS served two hundred and thirty-two (232) low-income households with this program during the program year.

County ETCS does not collect racial data, but did provide information on the income levels age and disability status of these participants. Two hundred one (201) or 87% of the participants had incomes below 30% of the AMI; twenty-four (24) or 10% had incomes between 31-50% of AMI; and seven (7) or 3% had incomes between 51-80% of AMI. Seventy-three (73) or 31% of the participants were older adults; and ninety (90) or 39% had at least one family member with a disability.

SOURCE OF FUNDS	FUNDING AMOUNT
U.S. Department of Energy Weatherization Funds- 2003-04	\$247,000
LIHEAP Weatherization Funds- 2003-04	\$147,959
Michigan Public Service Commission Grant	\$37,000
Washtenaw County General Funds- Match	\$270,067
TOTAL FUNDING:	\$702,026

2003-04 NONPROFIT AFFORDABLE HOUSING PROJECTS

Several non-profit housing projects, involving construction of housing units, and foreclosure prevention were committed and/or completed during this reporting period. The nonprofit entities include: Bureau for Seniors- foreclosure prevention, and Habitat for Humanity- homeownership assistance/new construction.

Housing Bureau for Seniors

The Tax Foreclosure Prevention Program: A local task force, which includes the County Treasurer, local government officials, the Housing Bureau for Seniors and Neighborhood Senior Services, is using \$10,500 in 2004 County general funds to prevent tax foreclosure evictions for low-income households. During the program year, two hundred and sixty-eight (268) households were assisted with these funds in Washtenaw County. Prevention services were provided for all 268 households, which included the following:

- Fifty-one (51) hardship applications;
- One hundred and sixteen (116) homestead credit claims;
- Fifty (50) budget counseling sessions;
- Thirty-three (33) deferments;
- Forty-eight (48) home heating credits; and
- Seventeen (17) loans to prevent foreclosure (four of which were in the Urban County, with one each in Bridgewater, Northfield, Superior, and Ypsilanti Townships).

Two hundred and nine (209) or 78% of the households assisted in this program were over the age of 55. One hundred and twenty-one (121) or 45% had incomes below 30% of AMI; seventy (70) or 26% had incomes between 31-50% of AMI; and nineteen (19) or 7% had incomes between 51-80% of AMI. Seventy-seven (77) or 29% were Black; thirteen (13) or 5% were Asian; two (2) or 1% were Latino; one (1) or .4% were Native American; one hundred twenty (120) or 45% were White; and fifty-five (55) or 21% had an unknown race. One hundred and twenty-two (122) or 46% of the recipients reported at least one disability in their households.

Habitat for Humanity of Huron Valley

Homeownership Assistance/ New Construction Program: Habitat for Humanity continues to acquire land in and outside of the HOME Consortium and Urban County areas to construct single-family units of affordable housing for very-low income families (31-50% of AMI).

Completed- In September of 2003, Habitat for Humanity finished four (4) houses inside of the HOME Consortium and Urban County areas (CT 4105) for four (4) households at 31-50% of AMI. However, due to problems with drainage the Certificates of Occupancy were delayed and the sales were not completed until December of 2003. The County and MSHDA also assisted these homebuyers to purchase the new homes by providing down payment and homeownership assistance.

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SOURCE OF FUNDS	FUNDING AMOUNT
Washtenaw County Housing Contingency Funds	\$15,000
MSHDA DPA	\$10,000
385 Firwood, Ypsilanti Township	
Washtenaw County Housing Contingency Funds	\$15,000
MSHDA DPA	\$10,000
389 Firwood, Ypsilanti Township	
Washtenaw County Housing Contingency Funds	\$15,000
MSHDA DPA	\$10,000
393 Firwood, Ypsilanti Township	
Washtenaw County Housing Contingency Funds	\$15,000
MSHDA DPA	\$10,000
397 Firwood, Ypsilanti Township	
TOTAL FUNDING:	\$100,000

Committed- Habitat is in the process of constructing six (6) units of housing in the Cities of Ann Arbor (CT4033) and Ypsilanti (CT 4106). The County will provide buy down assistance to two of the units (on Ferry Street in Ann Arbor) with County General Funds. The units will be sold to six (6) families with incomes at 31-50% of AMI.

SOURCE OF FUNDS	FUNDING AMOUNT
Washtenaw County Housing Contingency Funds	\$15,000
MSHDA DPA	\$10,000
3422 Ferry Street, City of Ann Arbor	
Washtenaw County Housing Contingency Funds	\$15,000
MSHDA DPA	\$10,000
3432 Ferry Street, City of Ann Arbor	
55 Westover, City of Ann Arbor	\$6,667
MSHDA DPA	
65 Westover, City of Ann Arbor	\$6,667
MSHDA DPA	
75 Westover, City of Ann Arbor	\$6,667
MSHDA DPA	
123 Bell Street, City of Ypsilanti	TBD
Habitat for Humanity Donations & Mortgage Receipts	Varies
TOTAL FUNDING:	\$70,001+

SECTION V. CONTINUUM OF CARE NARRATIVE

ACTIONS TAKEN TO IMPLEMENT A C OF C STRATEGY FOR THE HOMELESS

Washtenaw County/ City of Ann Arbor C of C Coordination & Planning

Considerable efforts have continued over the past year to address the needs of homeless persons and the special needs of many who are not homeless but require supportive housing. The City of Ann Arbor and Washtenaw County regularly collaborate on programs and activities to consolidate the community's efforts to end homelessness.

The Washtenaw County/City of Ann Arbor Continuum of Care Board was created in 1998 by Washtenaw County government, in collaboration with the City of Ann Arbor. The Continuum of Care Board replaced the Interagency Shelter and Housing Council, which had been comprised entirely of non-profit housing and supportive services providers. The C of C Board is designed to be a broad-based community planning body to look at both short-term and long-range strategies regarding homelessness prevention and interventions, as well as long-term strategies for creation

and retention of affordable housing. The goal is also to bring multiple community planning activities related to homelessness service planning into one comprehensive ongoing planning structure. Since 1998, Continuum of Care Board coordination has been funded by the Washtenaw County Administrator's Office. The Deputy County Administrator is a member of the Continuum of Care Board. The Human Services Coordinator of the City's Community Development Department represented the City of Ann Arbor on the C of C Board. More recently Ann Arbor's Housing Coordinator has represented the city. The C of C Board provides representation from all community sectors, both public and private sector and consumer perspectives.

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 Collaborative Council (HSCC), all Mainstream Resources, the Washtenaw Housing Alliance, the City of Ann Arbor Housing Policy Board and other local community plans. Board members are selected by the nominating committee to ensure balanced representation. Members are either ex officio, because of the position held e.g. Director of CSTS, or elected to represent a particular sector e.g. a representative from the Alliance for the Mentally Ill. The Human Services Collaborative Council (HSCC) and the Washtenaw Housing Alliance are probably the most direct planning partners of the C of C Board.

Continuum of Care Board Structure

The C of C Board has three standing committees; the HMIS Steering Committee (for policy and development purposes) and the HMIS Users Group (for data entry and data management personnel at the individual agency level). These meet monthly. The third committee, Nominating, meets on an as-needed basis. In addition, the C of C establishes the Project Review Committee to assist in evaluation of new and renewal proposals and to make prioritization recommendations to the Board. In addition, two ad hoc work groups are appointed to review renewal projects, using program evaluation tools based on APR information to determine that projects are performing satisfactorily and effectively. The second ad hoc work group reviews new proposals to determine that they meet HUD's criteria, have addressed match and supportive services resources satisfactorily and that they fit within the general framework of the C of C. Finally, the C of C and the WHA have created a joint work group for purposes of data collection and analysis. This Joint Work Group provides detailed information that is then used to inform the Gaps Analysis and the local 10-Year Plan to end homelessness, which is being crafted by the Washtenaw Housing Alliance (WHA) with the approval of the C of C Board.

The WHA is a consortium of ten non-profit organizations that formed in the mid-1990's, as a result of a County-led effort to systematically address homelessness in Washtenaw County. These efforts resulted in the publication of an RFP for development of a plan to implement 3 phases of work in this area. Phase I was to improve emergency sheltering services for homeless families. As a result of this effort, the Interfaith Hospitality Network was able to build a family shelter called Alpha House in March 2001. Phase II was to improve emergency services for homeless individuals. The opening of the Delonis Center homeless shelter in November 2003 is the most apparent result of Phase II. Phase III is to develop a sufficient number of permanent, affordable units of primarily supportive housing to meet the permanent housing needs of both homeless individuals and families. WHA is just starting to work on this phase of their work, in conjunction with the Continuum of Care Board and local nonprofit housing developers.

In addition to the committees and work groups, the C of C Board has "affiliate status" with the Human Services Collaborative Council, which is the local, state-mandated body that coordinates local human services, as a condition of state funding of programs. This means the annual C of C plan is reviewed and accepted by the HSCC Steering Committee and recognized as the plan for homelessness for the county. The C of C Coordinator reports at least annually to the HSCC Steering Committee. The Directors of all Mainstream agencies are on the HSCC Steering

Committee, and they are also members of the C of C Board. As such, they are able to maintain consistency of approach moving from the C of C to the HSCC (with its larger mandate that includes homelessness) and back.

ADDITIONAL HOMELESS SERVICES COORDINATION EFFORTS

In 2003-04, the local Continuum of Care has made the following strides to better coordinate homeless services in Washtenaw County:

- The Washtenaw County Board of Commissioners highlighted Homelessness and Housing as one of its budget priorities in the 2004-2005 biennial budget plan.
- The 2004-2024 Washtenaw County Comprehensive Plan (revised every 5 years) has a Housing element with goals to address homelessness, among other low income housing goals.
- Washtenaw County has administered four Shelter Plus Care grants, totaling over \$500,000 per year for six years. In November 2003, to achieve greater efficiencies and to bring the public housing commission more actively (based on their expressed interest) into the C of C system, grantee-ship of the SPC programs was transferred from Washtenaw County government to the Ann Arbor Housing Commission, with the written approval of the Detroit field office.
- Washtenaw County government has also taken the lead in this community for development of a new emergency sheltering system (chronically homeless and homeless families), and in promotion of supportive housing and generally affordable housing opportunities throughout the county.
- Through its Community Development Program, the County continues to take a lead role in the local ESG application process to the Michigan State Housing Development Authority (MSHDA).
- The County Community Development Program is in its fourth year of administering a HOME Consortium, which consistently funds rental projects specifically designated for low-income residents.
- Washtenaw County is a CDBG Entitlement Community. Public Services funding has been directed to homeless prevention activities, such as representative payee services for disabled populations (many formerly homeless) and child care scholarships.
- Through its Community Support and Treatment Services, CSTS (formerly CMH) division, the County supports the Project Outreach Team (PORT), the street outreach program for homeless individuals. CSTS was instrumental in bringing the McKinney-funded PATH grant into the community. PORT and PATH are administered jointly.
- Washtenaw County has implemented an HMIS using "ServicePoint" software. Washtenaw County is a participating member of the National Human Services Data Consortium.
- The COC/HMIS is participating in the national AHAR project.
- Washtenaw County's HMIS Coordinator is on the State of Michigan's (MSHDA) statewide HMIS Steering Committee.

ADDRESSING THE NEEDS OF HOMELESS INDIVIDUALS & FAMILIES

Community Goals

The July 2004 Continuum of Care application for HUD funding identified 7 goals as the community strategy to combat chronic homelessness as well as 6 additional goals to combat other types of homelessness. The 7 goals to end chronic homelessness are:

1. Restructure/revamp entire service delivery system for serving the homeless
2. Complete implementation of the HMIS
3. Increase the supply of permanent supportive housing
4. Secure a reliable funding stream for supportive services
5. Increase services to people with drug and alcohol addictions & co-occurring disorders
6. Expand opportunities for training and employment

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7. Ensure quality & accountability in services/improve outcomes

The 6 goals to combat other types of homelessness follow:

1. Restructure/revamp entire service delivery system for serving the homeless
2. Complete implementation of the HMIS
3. Increase the supply of permanent supportive housing
4. Keep people housed via centralized housing services and eviction & foreclosure prevention
5. Expand opportunities for training and employment
6. Ensure adequate services for families and youth who are homeless

Prevention

In order to work to prevent homelessness the Washtenaw County/ City of Ann Arbor Continuum currently offers residents the supports detailed in the following table, which was taken from the 2004 HUD Continuum of Care Application:

Fundamental Components in the C of C System – Service Activity Chart		
Component: <i>Prevention</i>		
Services in place:	Service Categories:	Providers:
	Rental/Mortgage Assistance	<ul style="list-style-type: none"> ➤ Ann Arbor Housing Commission— Section 8 homeownership pilot program; security deposit assistance; and welfare to work vouchers ➤ Avalon Housing—rental subsidies for persons with disabilities ➤ Housing Bureau for Seniors—HomeShare Program and Mortgage and Tax Foreclosure Prevention Program ➤ Michigan Ability Partners (MAP)—rental subsidies for persons with disabilities ➤ Shelter Association—rental subsidies for persons with disabilities ➤ SOS Community Services—assistance with first month's rent ➤ Thrift Shops—Move-in costs ➤ Washtenaw Homebuyers—down payment assistance and counseling for low to moderate income ➤ Washtenaw Housing Education Partners (includes MSU Extension, Community Housing Alternatives & POWER inc.) —provide homebuyer education and down payment assistance programs to low & moderate income homebuyers.
	Emergency Eviction Assistance	<ul style="list-style-type: none"> ➤ American Red Cross—Emergency housing vouchers in the event of fire, etc. ➤ Community Supports and Treatment Services (CSTS, formerly CMH)—Emergency eviction prevention ➤ Family Independence Agency (FIA)—cash assistance for eviction prevention, housing assistance ➤ Michigan Ability Partners (MAP)— Eviction prevention services ➤ Salvation Army—Cash assistance ➤ SOS Community Services/ Family Support Network (SOS/FSN) Consortium— eviction prevention/cash assistance ➤ Thrift Shops—cash assistance ➤ WISH—eviction prevention/cash assistance
	Legal Advocacy (housing and domestic violence)	<ul style="list-style-type: none"> ➤ Domestic Violence Project/ SAFE House (DVP)— restraint of domestic violence through civil/legal system, family/employment pressure allowing access to existing

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		<p>housing</p> <ul style="list-style-type: none"> ➤ Legal Services of S. Central Michigan—legal and support services and housing advocacy for very low-income individuals, special assistance to victims of domestic violence
	Landlord Outreach/Advocacy	<ul style="list-style-type: none"> ➤ CSTS—by caseworkers and administrative staff to improve relationships with landlords re: section 8, etc. ➤ DVP—community education and landlord outreach reduces victim blaming and eviction due to incidence of domestic violence ➤ MAP—Shelter Plus Care contracts and Challenge Grant Focus Group ➤ Ozone- outreach to landlords for youth ➤ SOS/FSN—through transitional housing contacts and leasing ➤ Washtenaw Housing Alliance (WHA) and Washtenaw County Community Development Dept.—community-wide efforts to increase acceptance of Section 8 vouchers ➤ WISH—landlord consultation and support services
	Mainstream Resource Referrals	<ul style="list-style-type: none"> ➤ American Red Cross ➤ Child Care Network (CCN)—Child care scholarships and referrals, FIA troubleshooting; WC Health Services access @ 1-800-440-7548 ➤ CSTS—Supports coordinators actively work with consumers to find resources in the community. ➤ DVP—advocates and crisis line employees ➤ Housing Bureau for Seniors—provides information and AAA 1-B information for older adults ➤ MAP—single adult referrals to mainstream resources ➤ Ozone—youth services and referrals ➤ Shelter Association—referrals to employment, education, benefit assistance (FIA, Medicaid, County Health, SSI, SSD), and connection to mental health services ➤ SOS/FSN—crisis/information line and caseworkers provide community referrals. ➤ Turner Clinic—provides information for older adults ➤ WCHO Health Services Access—access to screening/referral for mental health, substance abuse, and physical health. ➤ WISH—increasing mainstream supports is explicit goal of the program
	Housing Relocation	<ul style="list-style-type: none"> ➤ CSTS—move in costs, security deposits ➤ MAP—housing relocation services, move-in assistance and financial assistance ➤ Shelter Association—Housing location assistance done through case management ➤ SOS/IHN—move-in costs for families ➤ Thrift Shops—move-in costs and food ➤ WISH—housing relocation assistance through menu and comprehensive program
<u>How homeless persons access/receive assistance:</u>	Prevention services, in the form of quickly accessible eviction prevention funds and vouchers, are in place through several organizations to help individuals and families avoid losing permanent housing, and becoming homeless. These funds can be used for emergency rent payment or security deposits and move-in costs for a	<ul style="list-style-type: none"> ➤ Ann Arbor Housing Commission- phone access; waitlist ➤ American Red Cross—phone access ➤ ACA—referrals, word of mouth ➤ CCN—phone access ➤ CMF/MSHDA Challenge Grant- internal referrals to long-term follow-up for those successful in transitional housing programs at MAP & SOS ➤ CSTS—caseworker referrals ➤ DVP—Public policy recommendations, training,

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	<p>new dwelling. Childcare scholarships, food vouchers and legal services are also part of the array of prevention service strategies.</p> <p>Development of the ServicePoint data entry system – through the National Human Services Data Base Consortium – will also enhance the ability to more efficiently communicate across agencies, facilitate the usage of emergency services, and develop linkages in order to prevent homelessness.</p>	<ul style="list-style-type: none"> ➤ interagency collaboration, and legal advocacy services ➤ FIA—FIA case workers (FIA clients only) ➤ HelpSource—FIA referral ➤ Housing Bureau for Seniors—caseworker referrals, word of mouth ➤ Legal Services of S. Central Michigan—case worker referral, word of mouth, walk-in, telephone ➤ MAP—Referrals via targeted outreach, casework referral, word of mouth, walk-in, telephone ➤ MSHDA Section 8 Pilot—preference for homeless individuals on and off the waitlist (through Ann Arbor Housing Commission invitation only) ➤ Ozone House—internal referrals ➤ Salvation Army—Referrals by case worker ➤ SOS/FSN—walk in, telephone, website ➤ Thrift Shops—Referrals by service provider agencies ➤ Washtenaw Homebuyers—phone access ➤ WISH— casework referral, collaborative agency referrals, walk-in, word of mouth, phone
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Emergency, Transitional, and Permanent Supportive Housing

The following tables taken from the 2004 Washtenaw County/ City of Ann Arbor HUD Application summarize the current emergency, transitional, and permanent supportive housing provided in the Washtenaw County/ City of Ann Arbor Continuum of Care, along with those units under development in the Continuum.

EMERGENCY SHELTER											
Provider Name	Facility Name	HMIS	Geo Code	Target Population 2004 Year-Round Units/Beds					2004 All Beds		
				A	B	Family Units	Family Beds	Individual Beds	Year-Round	Seasonal	Overflow/Voucher
Current Inventory											
The Domestic Violence Project, Inc.	SAFE House	N	269161	FC	DV	13	35	14	49	–	–
Interfaith Hospitality Network of Washtenaw County	Alpha House	C	269161	FC		6	24	–	24	–	5
Michigan Ability Partners	YMCA Room	C	269161	SMF		–	–	1	1	–	–
Ozone House	Ozone House Emergency Youth Shelter	N	269161	YMF		–	–	6	6	–	–
Ozone House	YMCA	N	269161	SMF		–	–	1	1	–	1
Project Outreach Team	YMCA	C	269161	SMF		–	–	2	2	–	–
SOS Community Services	Prospect Place	C	269161	FC		6	24	–	24	–	–
The Salvation Army of Washtenaw	Staples Family Center	C	269161	FC		10	25	10	35	–	24
The Shelter Association of Washtenaw County	Delonis Center	C	269161	SMF		–	–	50	50	6	–
SUBTOTAL						35	108	84	192	6	30

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TRANSITIONAL HOUSING											
Provider Name	Facility Name	HMIS	Geo Code	Target Population 2004 Year-Round Units/Beds					2004 All Beds		
				A	B	Family Units	Family Beds	Individual Beds	Total Beds	Seasonal	Overflow/Voucher
Current Inventory											
Dawn Farm	Dawn Farm	N	269161	SMF		-	-	13	13		
Catholic Social Services	Father Patrick Jackson House	P-10/04	269161	FC		5	10	-	10		
Home of New Vision	Scattered sites	N	269161	SF		5	15	31	46		
Light House, Inc.	Light House, Inc.	N	269161	SMF		-	-	8	8		
Michigan Ability Partners/WISH	Cross Street	C	269161	SM		-	-	6	6		
Ozone House	Miller House	N	269161	YMF		-	-	7	7		
Project Outreach Team	YMCA	C	269161	SMF		-	-	2	2		
SOS Community Services	SOS Transitional Housing Program	C	269161	FC		16	64	-	64		
SUBTOTAL						26	89	67	156		
Under Development											
Project Outreach Team	YMCA	C	269161	SMF		-	-	1	1		
Light House, Inc.	Light House, Inc.	N	269161	SMF		-	-	10	10		
SUBTOTAL						0	0	11	11		

PERMANENT SUPPORTIVE HOUSING											
Provider Name	Facility Name	HMIS	Geo Code	Target Population 2004 Year-Round Units/Beds					2004 All Beds		
				A	B	Family Units	Family Beds	Individual Beds	Total Beds	Seasonal	Overflow/Voucher
Current Inventory											
Avalon Housing, Inc.	Scattered Site Apartments	P-10/04	269161	SMF		9	24	28	52		
Michigan Ability Partners	Gateway SPC Vouchers	C	269161	SMF		-	-	8	8		
Michigan Ability Partners	Home Zone SPC Vouchers	C	269161	SM	VET	-	-	7	7		
Michigan Ability Partners	Scattered Site Apartments SPC Vouchers	C	269161	SMF		-	-	27	27		
Ozone House	HUD SHP project	N	269161	SMF		-	-	6	6		
POWER, Inc.	Rental Subsidies, Scattered Sites	P-10/04	260192	FC		8	32	-	32		

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Shelter Association of Washtenaw County	SPC Vouchers	C	269161	SMF		2	6	27	33		
SUBTOTAL						19	62	103	165		
Under Development											
Michigan Ability Partners	ICAN Permanent Supportive Housing	C	269161	SMF		-	-	4	4		
Avalon Housing, Inc.	Carrot Way	P-10/04	269161	SMF		4	10	10	20		
SUBTOTAL						4	10	14	24		

ASSISTANCE TO PERSONS WITH OTHER SPECIAL NEEDS

Persons with Disabilities

This year, the Washtenaw HOME Consortium approved two different rental acquisition/rehab projects that were designated specifically to serve individuals with severe and persistent disabilities that need 24-hour care. One project was an update to a single-family unit that is rented by three individuals in the supported independent living program of Community Support and Treatment Services (CSTS). The second project was to acquire and rehab four existing four-bedroom group homes. This project is expected to save CSTS approximately \$100,000 per year in rents previously paid on these units. The savings will be reinvested into the public mental health system.

The WHA 10-year plan to end homelessness contains a section on permanent supportive housing, which will outline the community plan to develop housing that is supportive to individuals with a variety of special needs. That plan is projected for completion in late 2004, so implementation is expected to begin in early 2005. More information on these efforts will be provided in the 2004-05 CAPER.

In addition to these 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, 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. In addition, HARC also administers HOPWA certificates that provide direct financial housing assistance for eligible clients. Through a subcontract with Synod Residential Services, HOPWA clients also receive residential supportive services, including: medication adherence, transportation to medical appointments, financial management, payee services, and in-home assistance. HARC also provides HIV/AIDS testing, supplemental food, counseling and outreach, prevention and case management. HARC receives a HOPWA grant in the amount of \$125,595 that supports rental and mortgage subsidies, utilities, move-in costs, and assistance with delinquent property taxes in four counties, including Washtenaw.

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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, ramp building services, foreclosure prevention, and other support services to the elder residents of Washtenaw County to help them safely stay in their homes and/or move to the least restrictive setting possible.

NEW HOMELESS SERVICES RESOURCES OBTAINED DURING THE YEAR

During the 2003-2004 HOME/CDBG Program year, the local Continuum of Care received Supportive Housing Program and Shelter Plus Care funding from the U.S. Department of Housing and Urban Development (HUD), as well as Emergency Shelter Grant funding from the Michigan State Housing Development Authority (MSHDA)- see detail below.

In late 2003, HUD funded the following local Continuum of Care Supportive Housing and Shelter Plus Care Programs for program years beginning in 2004:

2003 HUD Supportive Housing Program & Shelter Plus Care Funding	
Avalon Carrot Way Shelter Plus Care Vouchers (5 years)	\$250,380
Avalon Housing –Pontiac Trail: This grant specifically funds property management operations and permanent housing support services for formerly homeless tenants at Pontiac Trail, as well as those at other properties.	\$83,334
Avalon Housing –Ashley: Renewal funding for permanent supportive housing for individuals and disabled persons, particularly those with dual diagnosis.	\$86,534
Michigan Ability Partners- Gateway: Renewal funding for one year of ongoing case management services, housing supports, and employment supports for the four principal residents of the Gateway units built with SHP funding in previous years.	\$41,316
SOS Community Services –Families Forward: Renewal funding to provide 80-100 homeless families a year with case management, employability supports, children’s services, transportation assistance, post-transitional follow-up and other related supportive services	\$433,994
SOS Community Services – Renewal funding for the Family Support Network (IA/II) – provides case management and housing placement to homeless families, substance abuse treatment and childcare, crisis outreach, intake, assessment, the Housing Crisis Team, post-crisis follow-up services and legal advocacy.	\$1,181,940
SOS Community Services – Renewal funding for the Family Support Network I – The New Horizons substance abuse treatment services and related child care, the Time for Tots program.	\$394,732
SOS Community Services – Renewal funding for the family transitional housing program - By using a transitional housing model, homeless families have access to an array of supportive services including intensive case management, housing relocation assistance, education and employment opportunities and life skills training.	\$248,415
Avalon Housing- renewal funding for Shelter Plus Care SRA	\$130,824
Michigan Ability Partners- renewal funding for Shelter Plus Care TRA	\$67,644
Michigan Ability Partners- renewal funding for Shelter Plus Care SRA	\$247,656
Shelter Association- renewal funding for Shelter Plus Care TRA	\$191,184
Total:	\$3,759,505

In the spring of 2003 and 2004, MSHDA approved the 2003-2005 allocation of Emergency Shelter Grant Funds for the following projects/ organizations within the local Continuum of Care:

2003 MSHDA Emergency Shelter Grant Funding	
Domestic Violence Project/Safe House – Emergency shelter operations and maintenance costs for victims of domestic violence and their families. Funding covers approximately 60%.	\$61,979.82
Ozone House – Emergency shelter operations for homeless youth. Funding is for operations and essential services.	\$53,901.53
Shelter Association of Washtenaw County – Emergency shelter operations for homeless individuals.	\$57,387.05
SOS Community Services – Transitional shelter operations for families, homelessness	\$142,724.61

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prevention services provided by SOS and other agencies.	
Interfaith Hospitality Network – Transitional family shelter operations for Alpha House.	\$26,308.86
Father Patrick Jackson House – Trans. housing for pregnant & parenting teen mothers.	\$20,508.93
Michigan Ability Partners – Homeless veterans support services	\$15794.62
The Salvation Army – Transitional individual and family shelter operations for Arbor Haven including supportive transitional services.	\$15794.62
Washtenaw County Continuum of Care Board –administrative costs	\$7,500
Total:	\$401,900

SECTION VI. NARRATIVE: CDBG PROGRAM

ASSESSMENT OF RELATIONSHIP OF CDBG FUNDING TO HIGH PRIORITY NEEDS

The County’s 2003-04 Plan identified the use of CDBG funds for owner-occupied rehabilitation activities (40%), public services (15%), grant administration (20%), and infrastructure (25%) projects by nonprofit and governmental organizations. All owner-occupied rehabilitation and public services funding was used to benefit Urban County residents with incomes below 80% of AMI. Also, all area-benefit projects like infrastructure will serve neighborhoods that have at least 51% lower-income residents (with incomes below 80% of AMI).

The following populations and project types were given a “High Priority” ranking in the 2003-2008 Consolidated Strategy and Plan: homeowner projects (rehabilitation and/or homeownership), senior services, transportation, sidewalk/ bike path construction, and lead paint remediation. Rental projects to serve most of the household sizes and income levels, as well as many types of community development projects (i.e. senior centers, youth centers, recreation centers, etc.), were given a “Medium Priority” ranking. Rental projects that serve large families and “other” households at 51-80% of AMI, historic preservation and several other community development categories were given a “Low Priority” ranking. The 2003-04 CDBG-funded projects all addressed High or Medium Priority needs from the Consolidated Plan, as illustrated below.

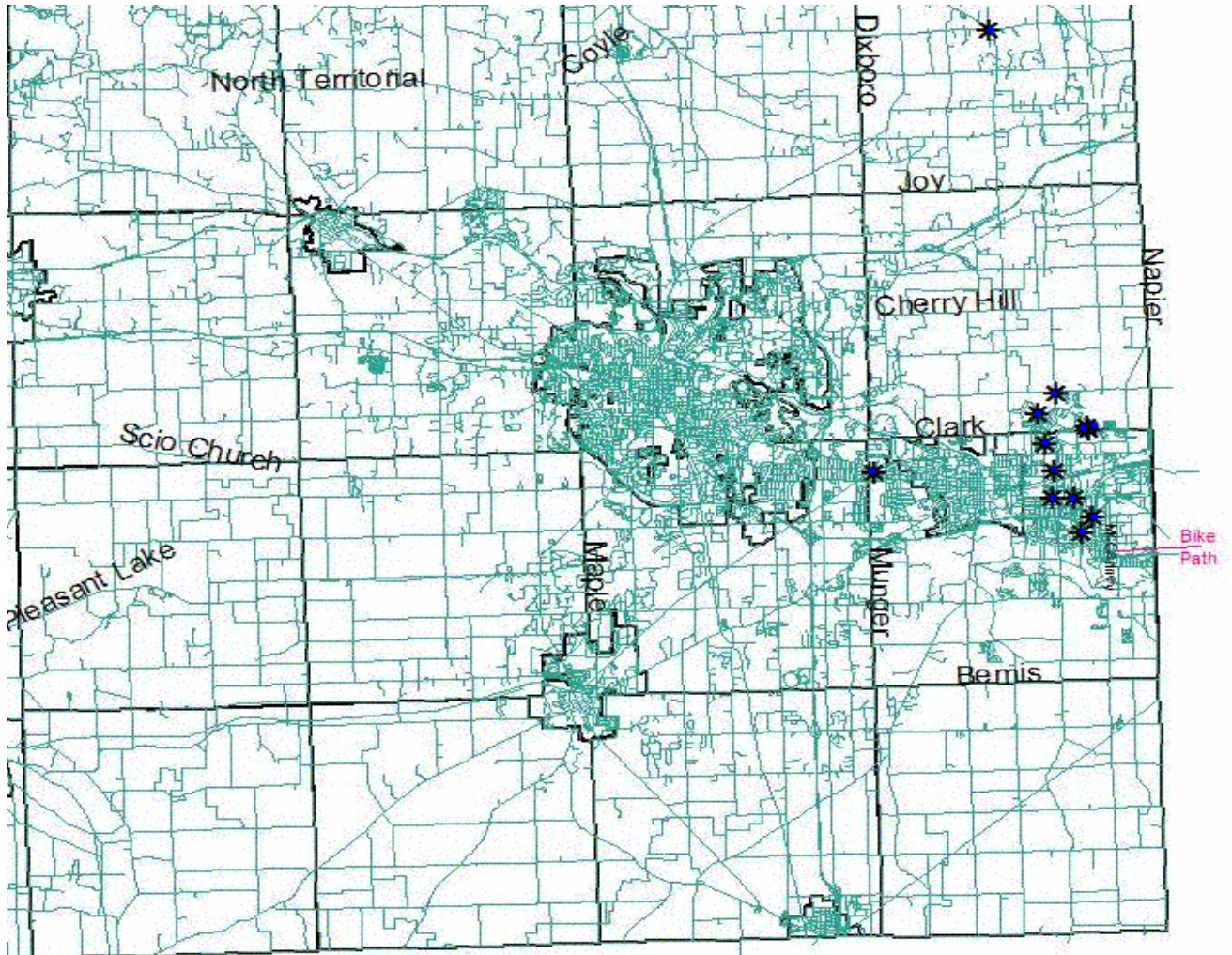
The County ETCS completed three (3) CDBG-assisted owner-occupied rehabilitation projects in the last year. Two (2) of the households had incomes below 30% of AMI and one (1) had an income between 31-50% of AMI (High Priority). At the end of June 2003, nine (9) more ETCS CDBG-assisted owner-occupied rehabilitation projects were in process. Since these units will be completed by December 2004, they will be reported in the 2004-05 CAPER.

The County bid out the maximum public services allocation of \$138,300 and contracted with six area nonprofit agencies to provide representative payee (homelessness prevention) to 44 residents (Medium Priority); child care scholarships to 30 residents (Medium Priority); home repair and injury prevention to 140 older adults (High Priority); outreach to 66 isolated older adults (High Priority); meal delivery to 50 homebound older adults and persons with disabilities (High Priority); and transportation subsidies to 130 residents that do not have access to public transportation (High Priority).

In addition, the County coordinated with Ypsilanti Charter Township to plan the construction of a bike path on McCartney in the Township, which will connect other bike paths for area residents (High Priority). This project was delayed until the County hired another CDBG staff person, and because the project required approval from the Michigan Department of Transportation. The project is targeted for completion by November of 2004, and will be reported in the 2004-05 CAPER.

GEOGRAPHIC DISTRIBUTION OF CDBG PROJECTS

As seen below, the majority (10 out of 12) of the current CDBG program completions and commitments within the Urban County are located in the northeastern part of Ypsilanti Township and the southeastern part of Superior Township. According to the 2000 Census, at least 51% of the residents of the areas targeted in the City and the Township have incomes below 80% of the area median family income. Estimates from the 2000 Census also demonstrate that greater than 48% of the residents of the targeted area in Superior Township, and greater than 24% of the residents in the target area of Ypsilanti Township are minorities. The minority concentration is below 24% in the other areas where projects are located.



LIST OF COMPLETED AND COMMITTED CDBG PROJECTS

Child Care Network

Completed- The Child Care Network provided child care scholarships for thirty (30) households in the Urban County by June 30, 2004. Eleven (11) of these households had incomes under 30% of AMI; seventeen (17) had incomes between 31-50% of AMI; and two (2) had incomes between 51-80% of AMI. Ten (10) of the participants were White; Sixteen (16) were Black/African American; two (2) were Black/African American and White; and two (2) were Latino. Twenty-six (26) or 87% of the participants were female-headed households.

SOURCE OF FUNDS	FUNDING AMOUNT
Washtenaw County- 2003-04 CDBG	\$20,000
TOTAL FUNDING:	\$20,000

Housing Bureau for Seniors

Completed- The U of M Housing Bureau for Seniors conducted outreach activities in several large apartment complexes and manufactured housing communities in the Urban County to reach isolated older adults and connect them with mainstream resources. By June 30, 2004, the Housing Bureau provided these services for sixty-six (66) older adult households. Fifty-nine (59) of these households had incomes under 30% of AMI; three (3) had incomes between 31-50% of AMI; two (2) had incomes between 51-80% of AMI; and two (2) had incomes above 80% of AMI. Forty-two (42) of the participants were White; Twenty-three (23) were Black/African American; and one (1) was Latino. Twenty-six (26) or 39% of the participants reported a disability.

SOURCE OF FUNDS	FUNDING AMOUNT
Washtenaw County- 2003-04 CDBG	\$18,200
TOTAL FUNDING:	\$18,200

Michigan Ability Partners

Completed- By June 30, 2004, Michigan Ability Partners provided representative payee/homeless prevention services for forty-four (44) older adults and persons with disabilities in the Urban County. Forty-three (43) of these households had incomes under 30% of AMI; and one (1) had an income between 31-50% of AMI. Twenty-five (25) of the participants were White; and nineteen (19) were Black/African American. Forty-four (44) or 100% of the participants reported a disability, and thirteen (13) or 30% were older adults.

SOURCE OF FUNDS	FUNDING AMOUNT
Washtenaw County- 2003-04 CDBG	\$20,300
TOTAL FUNDING:	\$20,300

Neighborhood Senior Services

Completed- By June 30 2004, Neighborhood Senior Services provided home repair, chore services, ramp construction, injury prevention, outreach & referral, and West Nile Prevention to one hundred forty (140) Urban County older adult residents. Eighty-six (86) of these households had incomes under 30% of AMI; eighteen (18) had incomes between 31-50% of AMI; and thirty-six (36) had incomes between 51-80% of AMI. Seventy-nine (79) of the participants were White; forty-five (45) were Black/African American; three (3) were Asian; one (1) was Native American; and twelve (12) had an unknown race. One hundred twenty-four (124) or 86% of the participants reported a disability; and seventy-four (74) or 53% were female-headed households.

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SOURCE OF FUNDS	FUNDING AMOUNT
Washtenaw County- 2003-04 CDBG	\$21,800
TOTAL FUNDING:	\$21,800

Northfield's Human Services

Completed- By June 30 2004, Northfield's Human Services provided 7,170 one-way rides to one hundred thirty (130) Urban County residents that do not have access to public transportation. Sixty-two (62) of these households had incomes under 30% of AMI; forty-two (42) had incomes between 31-50% of AMI; and twenty-six (26) had incomes between 51-80% of AMI. One hundred five (105) of the participants were White; nineteen (19) were Black/African American; and six (6) were latino. One hundred twenty-four (124) or 86% of the participants reported a disability; and seventy-four (74) or 53% were female-headed households.

SOURCE OF FUNDS	FUNDING AMOUNT
Washtenaw County- 2003-04 CDBG	\$35,000
TOTAL FUNDING:	\$35,000

Washtenaw County Department of Employment Training & Community Services

HOME Program Housing Rehabilitation: The County ETCS administered the CDBG Housing Rehabilitation Program, which provided assistance to Urban County homeowners for rehabilitation on their homes to bring them up to Section 8 Housing Quality Standards (HQS).

Completed- By June 30, 2004, three (3) single-family households (CTs: 4076, 4074, 4104) were assisted with CDBG funding. CDBG funds in the amount of \$70,601 were expended directly on these three (3) units. Of the three households, two (2) have incomes below 30% of the median, and one (1) has an income between 30% and 50% of AMI. Two (2) of the households assisted were African American/Black and one (1) was White; and one (1) was an older adult household.

SOURCE OF FUNDS	FUNDING AMOUNT
Washtenaw County- FY 03-04 CDBG Funds	
1835 Manchester, Superior Township	\$25,383
1590 Wiard, Superior Township	\$25,843
2917 Northlawn, Ypsilanti Township	\$19,375
Washtenaw County- FY 03-04 CDBG Rehab Service Delivery	\$73,079.62
Washtenaw County General Funds In-kind Staff	Variable
TOTAL FUNDING:	\$143,680.62+

Committed- In addition, nine (9) more units (CTs 4640, 4115,4116, 4115, 4121, 4130, 4123, 4074, 4122, 4074) were committed and projected for completion by December 31, 2004. These units will be reported in the 2004-05 CAPER.

SOURCE OF FUNDS	FUNDING AMOUNT
Washtenaw County- FY 03-04 CDBG Funds	\$225,399
1350 Hawthorn, Ypsilanti Township	
558 N. Harris, Ypsilanti Township	
1360 Redleaf, Ypsilanti Township	
1447 Andrea, Ypsilanti Township	
983 Desoto, Ypsilanti Township	
1550 Wiard, Superior Township	
331 Dakota, Ypsilanti Township	
8315 Six Mile, Salem Township	
9082 Arlington, Superior Township	
Washtenaw County- FY 03-04 CDBG Rehab Service Delivery	\$920.38
Washtenaw County General Funds In-kind Staff	Variable
TOTAL FUNDING:	\$226,319.38+

Ypsilanti Charter Township McCartney Bike Path

Committed- By June 30 2004, Ypsilanti Charter Township had developed plans and submitted the McCartney Bike Path project to the Michigan Department of Transportation for review. This project will run on the east side of McCartney from Grove Street north to Tyler Street (CT 4123 & 4130). It will connect other bike paths and sidewalks in the Township; improve pedestrian safety; and provide increased recreational opportunities to residents in the area. According to the 2000 Census, 57% of the households in this target area have incomes below 80% of AMI.

SOURCE OF FUNDS	FUNDING AMOUNT
Washtenaw County- FY 03-04 CDBG Funds	\$229,300
Ypsilanti Township General Funds	\$129,313
TOTAL FUNDING:	\$353,613

Ypsilanti Meals on Wheels

Completed- By June 30, 2004, Ypsilanti Meals on Wheels provided home delivery of meals for fifty (50) older adults and persons with disabilities in the Urban County. Forty-four (44) of these households had incomes under 30% of AMI; and six (6) had incomes between 31-50% of AMI. Thirty-four (34) of the participants were White; fourteen (14) were Black/African American; and two (2) were Native American. Fifty (50) or 100% of the participants reported a disability, and nineteen (19) or 38% were in female-headed households.

SOURCE OF FUNDS	FUNDING AMOUNT
Washtenaw County- 2003-04 CDBG	\$23,000
TOTAL FUNDING:	\$23,000

NATURE AND REASONS FOR ANY CHANGES FROM CONSOLIDATED PLAN

The County did not make any significant changes to the program objectives and goals. However, after one year of operating the CDBG program, the County has learned that it will have to assist the Urban County Executive Committee and HOME Board to craft more specific objectives in future Consolidated Strategies and Plans, which more directly address the needs identified in the plans.

EFFORTS MADE TO IMPLEMENT THE CONSOLIDATED PLAN

The Community utilized all resources identified in the 2003-04 one-year action plan, including CDBG, HOME, County general funds, MSHDA ESG, HUD SHP, and HUD SPC, to carry out the programs and projects planned. The County also supported efforts by nonprofit entities in their applications to MSHDA, and HUD for homeless assistance; and provided certifications of consistency with the Consolidated Strategy and Plan to each applicant that requested them.

ACQUISITION, REHABILITATION, OR DEMOLITION OF OCCUPIED REAL PROPERTY

The County did not acquire, rehabilitate or demolish any occupied real property during the program year, with the exception of the minor rehabilitation work that was underway at the HOME Gateway Apartments project. According to the Uniform Relocation Act, this project did not require any temporary or permanent relocation of tenants.

ECONOMIC DEVELOPMENT ACTIVITIES

Since the Urban County/ HOME Consortium areas are in close proximity to the City of Ann Arbor, which continues to enjoy a measure of economic prosperity, the Urban County Executive Committee and HOME Board ranked Economic Development as a “Low Priority” in their Consolidated Strategy and Plan. Instead, the 2003-04 CDBG and HOME funding was spent on affordable housing initiatives and activities to facilitate the connection between lower-income workers and the local employment centers (transportation, child care scholarships, etc.).

LIMITED CLIENTELE

All public services and homeowner rehabilitation activities were reserved for “limited clientele”, which means that the programs were restricted to serve households with incomes below 80% of the Area Median Income. County ETCS and nonprofits verified these participants’ incomes and kept files for each of the participants. In most cases, these records include pay stubs and/or other income source documentation. However, in some cases (transportation), the income verification method was a self-report.

CDBG PROGRAM INCOME

The County did not receive any program income during the period because this was the first program year for the CDBG program.

REIMBURSEMENT FOR DISALLOWED COSTS

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

LOANS AND OTHER RECEIVABLES

Liens were placed on the three (3) completed County ETCS CDBG rehabilitation projects. These liens require repayment in the form of a 0%-interest, recoverable grant, which is due at time of sale or transfer. Therefore, the County currently expects the following amounts to be repaid to the CDBG program for future affordable housing efforts:

Program Income Projected- Completed CDBG Projects				
Property Address	Future Program Income	Income Range	Race	FY of CDBG Funds
1835 Manchester	\$24,540	31-50%	W	2003
1590 Wiard	\$25,000	0-30%	AA	2003
2917 Northlawn	\$19,966.50	0-30%	AA	2003
Total:	\$69,506.50			

LUMP SUM AGREEMENTS

The County made no lump sum agreements on behalf of the Urban County or HOME Consortium during this reporting period.

NEIGHBORHOOD REVITALIZATION STRATEGY AREAS

The County did not designate any formal Neighborhood Revitalization Strategy Areas in the 2003-04 program year.

SECTION VII. SELF-EVALUATION OF THE HOME & CDBG PROGRAMS

STATUS OF GRANT PROGRAM COMPARED TO GOALS

The Planning & Environment Department underwent a reorganization and staff transition during the 2001-02-program year and part of the 2002-03-program year. The slow start caused some concern from HUD. However, during early months of 2003 the program came into compliance for the commitment of HOME funds, and began to aggressively plan for the completion of projects. During 2003 and early 2004, MSHDA also funded technical assistance in the form of a consultant to assist with the organization and improvement of its HOME and CDBG IDIS records, set up monitoring procedures, revise contracts, etc. This assistance has accelerated the progress of the Department toward more effective HOME and CDBG programs. As a result of these efforts, the County's performance for program year 2003-2004 has improved and the projects completed and committed are substantially in line with the goals set forth in the Consolidated and Action Plan.

While the programs are making substantial progress, five project areas are somewhat behind schedule. First, the County and CHA have had some difficulty locating lower-income households that qualify for the down payment assistance program and that have sufficient income to purchase a decent, safe unit in the Washtenaw County Housing Market. Due to this difficulty, the County now has a backlog of down payment assistance funding that began in 2001. In order to address this challenge, the County has begun to work assertively with the Washtenaw Housing Education Partners Homebuyer Education Program, local banks, local realtors, and Community Reinvestment Act Officers to find eligible homebuyers that can utilize this funding to purchase affordable homes in the Urban County and HOME Consortium areas.

Second, the Washtenaw Affordable Housing Corporation Gateway Apartments project was substantially delayed when that group found additional boiler and water pipe problems in the HOME-assisted units. During the fall and winter of 2003-04, the HOME Board approved an additional \$50,000 in funding to address these concerns and this project should be completed by September of 2004.

Third, the County ETCS has fallen somewhat behind schedule in its completion of the twelve planned 2003-04 CDBG owner-occupied rehabilitation projects. In the beginning of the program year, the Department of Planning and Environment worked with ETCS to re-organize their rehabilitation program and record-keeping system, and to develop a marketing plan for the Urban County Townships. Since the rehab program was new to the Townships and the Urban County Executive Committee asked that the County work to equitably distribute the rehab projects across jurisdictions, the marketing piece of this project was especially challenging. At the end of the program year, the County ETCS Department had the balance of their committed units in progress and was projecting completion for these units by December of 2004.

Last, the Ypsilanti Township McCartney bike path project was delayed through the entire program year waiting for additional County staff to be hired and for an approval from the Michigan Department of Transportation (MDOT) on the project. As of July 2004, the Township decided to move forward on the part of the project that did not require MDOT approval, and the project was bid out in August 2004. This project is targeted for completion by December of 2004.

EXPENDITURE OF FUNDS COMPARED TO IDIS FIGURES

All expenditures of HOME and CDBG funding match the HUD Integrated Disbursement and Information System (IDIS) as of June 30, 2004.

WHAT BARRIERS CONTINUE TO IMPEDE ACHIEVEMENT OF GOALS?

There are six main barriers that impede the achievement of the Consolidated Strategy and Plan Goals. First, the local housing market is strong and lacks affordable housing opportunities for first-time lower-income homebuyers. The high cost of housing in the County makes it very difficult for low-income buyers in this area to purchase units, even with a \$10,000 down payment assistance subsidy. In addition, the high cost of housing makes it difficult to acquire, rehabilitate, and resell units to low-income homebuyers, without including a very large development and/or homebuyer subsidy.

Second, two of the CHDOs operating within the HOME Consortium are very new, and are still building their skill sets, boards, capacity, and community participation. Since the CHDO operating contracts do not fully support these organizations and because their income often depends on project completions and developer fees, it continues to be difficult for these CHDOs to properly staff the HOME-assisted affordable housing efforts.

Third, local zoning in the jurisdictions of the HOME Consortium and Urban County are not always conducive to the construction of affordable rental and/or homeownership projects. For instance, many of the abandoned units in the City of Ypsilanti are too large to rehabilitate and re-sell to lower-income homebuyers. However, their placement in the Historic District and/or in areas of single-family zoning inhibits demolition and reconstruction of more modest affordable housing, condominiums, and/or duplexes.

Fourth, since the Urban County and HOME Consortium cover eight different jurisdictions with different housing and community development priorities and with varying degrees of community services and transportation, it is somewhat challenging for the County to find and/or develop rental projects that serve lower-income residents. For instance, while many of the affordable and feasible rental projects for acquisition are located in the City of Ypsilanti or Ypsilanti Township, those same sites may lack access to public transportation and/or community services.

Fifth, after a couple of years of working with the owner-occupied rehabilitation program, the County has noticed that many of the potential participants of this program drop out of the program because they are concerned about losing the equity in their homes, since this is often one of their only retirement resources. In addition, this appears to disproportionately concern the lowest-income homeowners, which are the ones that particularly need safety improvements to their homes.

Last, as in many communities, affordable housing projects in Washtenaw County can inspire opposition from local residents and their representatives. Whether this opposition takes the form of a dislike for the repetitive design of Habitat for Humanity units or anxiety over special needs housing units, it adds a layer of challenge to many of these projects.

WHAT CHANGES WILL THE PJ MAKE TO IMPROVE OUTCOMES?

The County has made the following changes and started the following initiatives to improve outcomes:

- Obtained technical assistance funding from MSHDA for the HOME and CDBG programs, as well as for the CHDOs;
- Continued to coordinate with the Ann Arbor Community Development Staff in regard to HOME activities and began the process of co-locating these two departments;
- Developed an RFP to rank and fund CHDOs operating in the HOME Consortium/ Urban County areas;
- Allocated additional administrative resources for staff to attend trainings, and also to pay for technical assistance in the coming program year;
- Developed a monitoring system and technical assistance plan for CHDOs and County ETCS;

- Begun to discuss a code enforcement strategy for addressing the abandoned housing units in the Urban County (with CDBG funding);
- Continued to work with the Townships and the City of Ypsilanti to develop politically feasible housing projects that address the needs of the lower-income population;
- Begun to discuss a plan to tier the repayment schedule for owner-occupied rehabilitation, which takes into account the variance in ability to pay; and
- Begun to work with local lenders that target CRA resources to certain areas of the Urban County. For instance, one lender offers a special mortgage package for certain census tracts that requires no Private Mortgage Insurance, no closing costs, and offers \$2,000 in down payment assistance. This program seems to work well in conjunction with the HOME Program.

2004-05 PLANNED PERFORMANCE MEASUREMENT SYSTEM

The County has drafted a detailed performance measurement system, which they plan to implement beginning in July of 2005. Please see Attachment D for a series of tables that summarize this system for all HOME, CDBG, and American Dream Down Payment Initiative (ADDI) projects.

SECTION VIII. OTHER ACTIONS RESPONDING TO NEEDS IN CONSOLIDATED PLAN

Overall, the County's activities demonstrate progress toward meeting the housing and community development needs of lower income households. However, the County still faces the following barriers to affordable housing development: high cost and limited supply of land, lack of significant financial or other incentives for private developers, an ever-increasing affordability gap, restrictive federal regulations, a limited number of nonprofit agencies involved in housing development, a lack of secure funding sources for nonprofit operations and projects, decreasing amounts of public funds, insufficient funding for permanent housing supports for low-income individuals with disabilities, and neighborhood concerns regarding nearby project developments. The strategies described below, the availability of HOME funds, funds awarded through HUD competitive grant programs and MSHDA, and cooperation from local lenders will add resources to enable additional affordable projects and units to be added to the local housing stock.

PUBLIC POLICIES- ADDRESSING OBSTACLES TO MEET UNDERSERVED NEEDS, FOSTER & MAINTAIN AFFORDABLE HOUSING, & ELIMINATE BARRIERS TO AFFORDABLE HOUSING

The County worked in six main ways to create and improve public policies that will address obstacles, facilitate access to mainstream resources, support the development of affordable housing, and eliminate barriers to affordable housing. First, the County has invested County general funds and CDBG funding in human services to meet the needs of low and extremely low-income County residents, in order to prevent these needs from affecting these residents' housing stability.

Second, this year the Human Services Collaborative Council has worked to coordinate eviction prevention and other emergency funding to break down the barriers to financial assistance for residents in times of housing or housing-related crisis. This program, which is called "Barrier Busters", has received financial support from a variety of local funding sources.

Third, the County maintains its commitment to providing local funding for housing with its annual allocation of approximately \$310,000 in General Funds to the Housing Contingency Fund. Along with these funds, the County collects approximately \$50,000 in rent for two County-owned group homes, and places it into the Mental Health Fund, which exclusively funds housing assistance for individuals with mental disabilities. These funds are always spent on affordable housing projects in the County.

Fourth, since there is inadequate affordable housing in the community and a lack of supportive services to individuals with special needs, the community is continuously trying to improve the communication between institutional structures regarding housing and human services goals. The following boards meet regularly to address various issues of housing within the County:

- The Continuum of Care Board,
- The HOME Consortium Board and Urban County Executive Committee meet together monthly to review projects in the HOME Consortium/ Urban County areas,
- The Human Services Collaborative Council; and
- The Washtenaw Housing Alliance.

Last, the County has created a “Homelessness & Housing Community of Interest”, which is intended to bring all of the housing efforts in the County together, and effectively address the community’s needs. Within this Community of Interest, discussions are underway to combine the efforts of the Continuum of Care Board, the Washtenaw Housing Alliance, and the Human Services Collaborative Council, so that all parties are represented and outcomes can be maximized.

OVERCOMING GAPS IN INSTITUTIONAL STRUCTURE

In an effort to break down gaps in institutional structures and to facilitate the dissemination of information about County services (including housing and community development) to the community, Washtenaw County began an initiative in 2001 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.

To kick off these efforts, the County completed an “E-Government Strategic Plan”. This plan included the following six goals, which the County has been working to achieve during the 2003-04 Program year:

- Be Responsive to the needs of Washtenaw County Constituencies;
- Re-Engineer/Reinvent Organizational Processes;
- Implement Business Improvement Process Program Management;
- Improve Data Collection and Storage;
- Build a Scaleable, Reliable Network Infrastructure; and
- Define E-Government Services.

In addition, the County provides technical assistance to the CHDOs that operate in the HOME Consortium area. Of those three CHDOs, (WAHC, CHA, and Ypsilanti Gateway), CHA has emerged as the most active and continues to submit new rental and homeownership projects for consideration. In addition, Ypsilanti Gateway is working to build its capacity as a CHDO and move away from County in-kind support during the current fiscal year. All three CHDOs received HOME funds for housing rehabilitation projects and administrative costs. The County is continuing in its efforts to encourage nonprofit entities to become housing developers in order to increase the number of affordable units within the community.

ENHANCING INTERGOVERNMENTAL COOPERATION

Washtenaw County, with financial assistance from the City of Ann Arbor, Saint Joseph Mercy Health Systems, and numerous private donors, finished the construction of a new emergency shelter for homeless individuals in downtown Ann Arbor during the program year. The shelter, called the “Robert Delonis Center”, opened in November 2003.

Washtenaw County and the City of Ann Arbor continue to collaborate on several levels. First, they continue to work together on community program development and in funding several housing projects as previously identified. Second, as mentioned under the Continuum of Care section, the City and County collaborate on the Continuum of Care process and annual applications to HUD and MSHDA. Third, the City and the County are continuing to work 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 (see progress report below). Last, the County and City have formalized discussions to “co-locate” the two community development departments, so that greater efficiencies can be realized between the two jurisdictions.

Homeless Management Information System Update

Revision and further development of policies and operating procedures for the HMIS system were a major focus in 2003. Significant issues needed to be addressed prior to full implementation. This policy focus resulted in a thoroughly thought-out process and set of procedures. Fourteen (14) participating agencies signed the HMIS Participation Agreement, which enumerates roles, rights and responsibilities of participating agencies and their staffs. A Statement of Principles was developed by the HMIS Steering Committee. The Client Release of Information process was reviewed by legal counsel and the Office of Recipient Rights of the mental health system. An established protocol for start-up of ServicePoint for each participating agency was developed. A Training Manual for data entry and a Training Manual for Administrative Functions, a Users Manual, a uniform Taxonomy and a Quicklist were developed in the last program year.

As part of the implementation strategy, the fourteen (14) participating organizations were broken into three (3) tiers, with each of the tiers going through training, start-up and data clean-up in separate time frames. Lessons learned from Tier One implementation have been invaluable for subsequent implementation planning. Of significance has been the need for ongoing training and support of data entry personnel and their managers. The need for the County ITS programmer to assist agencies with substantial data cleansing, based on detailed database analysis, required a great deal of time and effort, but also produced many lessons learned about how to best support the HMIS participating agencies.

Tier One is fully implemented and includes the largest emergency shelter providers in the C of C system—the Interfaith Hospitality Network (IHN), the Shelter Association of Washtenaw, the Salvation Army, and SOS Community Services, which also provides transitional housing. IHN, SOS and the Shelter Association have been entering data into the HMIS since October 2002. Also in Tier One are Michigan Ability Partners, a transitional and permanent supportive housing provider and PORT, the Project Outreach Team, which is a street outreach service, focusing on the difficult to engage and the chronically homeless. All Tier One agencies are now entering data into the HMIS.

Given the significant changes in the new version of the HMIS software, the HMIS Steering Committee and WC staff decided to delay implementation of Tier Two agencies until after the 3.0 ServicePoint upgrade. Tier two includes Fr. Pat Jackson’s (homeless pregnant or parenting teens), Avalon Housing, a permanent supportive housing provider (a very successful CHDO), Housing Support Services of Catholic Social Services (permanent supportive services in

partnership with Avalon Housing), and POWER (People Organized Working Evolving Reaching) a faith-based CDC that provides permanent supportive housing, among other services.

Tier three agencies are waiting until after the upgrade of the new system to determine if the new system will meet their privacy needs and special reporting requirements. Community forums and one-on-one meetings to engage these agencies are planned for the first quarter of 2005. Tier three agencies include the HIV/AIDS Resource Center (HARC), Child Care Network (child care referral), Ozone House (Runaway and Homeless Youth Act funded) and the Domestic Violence Project/Safe House (DVP/SH) and Home of New Vision (a SA Transitional Housing Provider). Confidentiality concerns and already in-place (and therefore redundant) database systems have led Ozone and DVP/SH to decline engagement with the HMIS formally, but they will continue to participate in the C of C system's data analysis and are willing to consider providing aggregate data to the HMIS system.

A major milestone was accomplished in 2003 with the recruitment of a full-time HMIS Coordinator in September. Hiring a full-time coordinator provided renewed commitment and participation to the HMIS project. HMIS Steering Committee attendance increased and additional Tier Two agencies (next wave of implementers) became more engaged in the process. With a full-time staff dedicated to leading implementation, the Steering Committee committed the remainder of 2003 engaged in a visioning process to strategize to improve and further the implementation of the HMIS system. The Steering Committee cited the following as major challenges to the success of the implementation: Confidentiality Concerns Impeding Information Sharing between Agencies, Lack of Clarity of Goals or Purposes of HMIS, Lack of Data Accuracy, Lack of System Flexibility to Meet Agency's Individual Data Needs (in the current software version – SP 2.05) and the Need for Data Integration with other systems. The Committee then focused on goal setting and planning to address these challenges in the coming year. Among its priorities for 2004, the Committee identified:

- Increase System Efficiency Through Enhanced Training & Testing
- Define Data Standards and Minimum Requirements
- Create A Comprehensive Data System
- Strengthen Policies and Clarify Participation Expectations

After identifying action steps and strategies to accomplish the objectives, the HMIS Coordinator identified the need for structural changes in the HMIS project and for system enhancements to the ServicePoint system. To address the concerns and challenges with the HMIS system, additional support structures and vehicles for communication were created. A formal HMIS End User Group was formed with representatives of all participating and soon to be participating (Tier Two) agencies. The Washtenaw County Community Systems Integration Team (SIT) was created to identify and develop technological solutions to data integration across key data systems used by organizations that serve people who are homeless or are at-risk of becoming homeless in Washtenaw County.

The HMIS End User Group that has been meeting monthly since January 2004 is part of the strategy to increase system efficiency. Monthly meetings with end users provide an opportunity to communicate system issues and work to resolve them and have provided a regular forum to identify and address training issues with the current implementation. In addition, these meetings have served as a place where users and staff can revisit data standards and review minimum requirements. End user feedback also plays a critical role in strengthening our policies and clarifying the expectations and outcomes for the project.

At the beginning of the 2004 program year, the HMIS Steering Committee and Washtenaw County staff began focusing on the upgrade of the new version of the HMIS system. The new version will eliminate many of the existing problems in the current version of the software by allowing the agencies to customize the system to meet their business process flow and to collect additional data elements they need for reporting and for understanding homelessness in Washtenaw County. From April to May 2004, the HMIS Steering Committee met weekly to define

the minimum required data elements for collection in the system and to determine assessment questions in the new version of the HMIS system. In May and June of 2004 the End User Group and the Steering Committee reviewed and refined these requirements and provided feedback on the proposed layouts for the new system.

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 radius. 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.

Washtenaw County Department of Planning & Environment met jointly on January 31, 2003 with the Interim Director of the YHC and the Housing Program Coordinator from the Ann Arbor Housing Commission to discuss potential uses of CDBG/ HOME funds, coordinate the Commissions' five-year plan with this Consolidated Plan, and discuss other potential collaborations. The YHC is trying to address the need for additional public housing in the community by working to reduce public housing vacancies, exploring the feasibility of acquiring or building units, and/or considering a plan for scattered site public housing.

Public Housing: Families

In June of 2004, the YHC was operating 198 units of public housing for low-income, and 133 of those units housed families with children. The average YHC occupancy rate was 95% over the HOME and CDBG Program year, with 43 move-outs and 49 move-ins. 100% of the residents reported incomes at or below 30% of area median income (AMI). 22% or 44 of the residents had disabilities and 11% or 22 were older adults.

As of June 2004, the YHC used their HUD Capital Funds for operations (\$66,620), management improvements (\$17,250), site improvements (\$33,970), dwelling structures (\$109,095), refrigerators (\$8,490), structure repairs at headquarters (\$12,740), and office equipment (\$17,250). In addition, they budgeted funds to purchase snow trucks with salt spreaders and plows (\$56,058). YHC has no active plans to create more accessible units at this time. However, the need will be closely monitored, and if the demand for such units increases and funding becomes available for conversions, then YHC will make plans to do so.

The Resident Advisory Board, composed of (7) residents, met on a monthly basis to discuss issues of interest to YHC residents. Members of the Board lived in four of the YHC sites— Parkridge, Hollow Creek, Monroe, and Bell. The YHC continued several initiatives during the program year to encourage resident participation, such as the following:

- a City-wide Resident Council;
- Vista- Focus Hope food program;
- Resident council leadership training program;
- U of M Dental health screening program;
- Summer food program;
- Rutherford pool scholarship program; and
- America Reads.

Section 8 Program

Section 8 subsidies are primarily used in the form of portable vouchers to lease private rental units. Three housing commissions and a MSHDA Housing Agent administer the majority of these vouchers for Washtenaw County. The YHC administers 197 tenant-based Section 8 vouchers, and had a waiting list of 432 families on 6/5/03. The AAHC provides 1142 vouchers and had a waiting list of over 2000 people in early 2003. The Plymouth Housing Commission (PHC), while not located within Washtenaw County, provides 110 vouchers to people living in the County. The

MSHDA Section 8 agent currently administers 450 vouchers, and the waitlist has recently been re-opened for these vouchers.

The YHC Section 8 program is the only one located within the HOME Consortium and Urban County area. In 2003, 79% of the families utilizing the Ypsilanti Section 8 vouchers had incomes at or below 30% of the area median income (just above the HUD target level of 75%). Overall utilization in the program went down slightly to 99%. 35 or 18% of Section 8 households have a family member with a disability; 16 or 8% are older adults; and 142 or 72% are families with children.

Currently, the YHC does not have a family self-sufficiency or Section 8 Homeownership Program, but they are currently developing a pilot Section 8 Homeownership Program and the self-sufficiency program will eventually feed into that program.

LEAD BASED PAINT HAZARD REDUCTION

The Planning & Environment and ETCS Departments are in full compliance with Federal and State Lead-Based Paint Hazards Regulations, which took effect September 15, 2000, by continuing to evaluate lead based paint hazards in each housing unit assisted through its rehabilitation program. Unless a unit is exempt from the regulations, risk assessments, lead Paint inspections, and final clearance examinations are a required part of each rehabilitation project that involves any unit built before 1978. A certified local environmental company completes this work. Complete reports of risk assessments, lead inspections, and clearance results are provided to the homeowner and the County. Upon receipt of the risk assessment or lead inspection report the rehabilitation specialist will write specifications to include the appropriate levels of hazard reduction or abatement.

In the fall of 2003, City of Ann Arbor and County staff members attended a one-week MSHDA-sponsored "Train the Trainers" class, which certified these staff members to teach a one-day Lead Safe Work Practices (LSWP) class to local rehabilitation contractors. This LSWP training is mandated by the Federal Lead Regulations for all employees that are working on a project funded with \$5,000- \$25,000 in federal funds⁴. On February 13th and March 8th, 2004, the City of Ann Arbor and Washtenaw County coordinated free LSWP classes and invited all current County and City contractors. Forty (4) contractors and their employees attended these trainings and became certified to work on local County and nonprofit projects.

The Planning & Environment and ETCS Departments also continue to provide lead-based paint educational material to all housing rehabilitation assistance recipients and non-profit agencies. This information describes the dangers of lead-based paint, symptoms of lead paint poisoning, instructions on actions to be taken if symptoms of lead-based paint poisoning are present, and how to properly maintain surfaces and or areas found to contain lead based paint to reduce exposure in the home. This notice is also available to the general public.

Staff will continue actions to evaluate and reduce lead-based paint hazards include ongoing communication with local health organizations and providing assessment and educational efforts as part of the County's housing rehabilitation program.

ENSURING COMPLIANCE- PROGRAM & COMPREHENSIVE PLANNING REQUIREMENTS

Planning & Environment staff members continue to ensure program compliance through the following: attendance at technical assistance workshops and conferences; a feedback system

⁴ Any unit with greater than \$25,000 in federal funds requires a Lead Abatement Contractor, which is a more extensive training requirement.

that includes public hearings and public meetings; oversight by the HOME Consortium Board and Urban County Executive Committee, oversight by the Board of Commissioners (through the Board Chair). All federally funded nonprofit entities are required to provide the County with copies of independent audits. This information coupled with the agency's reported performance outcomes provides staff with necessary tools to monitor program effectiveness.

In July 2003, County HOME and CDBG staff convened a contractor's meeting with all agencies applying for County funding to review County and HUD requirements relating to the Living Wage, Davis-Bacon, rental requirements, income requirements, etc. The purpose of this session was to insure agencies contracting with the County understand all contracting requirements and also to receive technical assistance on all aspects of the program.

In January 2004, HOME and CDBG staff members developed a monitoring system with the help of the MSHDA consultant to track program compliance for rental and homeownership projects. All HOME and CDBG-funded agencies were monitored in the spring of 2004, and letters were sent out to each to list areas of progress and concern for the coming year.

REDUCING THE NUMBER OF PERSONS BELOW THE POVERTY LEVEL

Many programs receiving County human services and housing funds target persons with incomes below poverty level. As explained under Continuum of Care Narrative, an extensive network of service providers is in place to deliver services aimed at homeless or at-risk of homelessness populations in the community. A variety of human service programs—funded by the Ann Arbor Area Community Foundation, the United Way, the City of Ann Arbor, and Washtenaw County—are in place to address the needs of those with income below poverty level in order to increase their self-sufficiency and address economic independence. Specifically, this year the County funded childcare scholarships and a transportation project with CDBG funding, in order to assist low-income households to access educational and employment opportunities in the City of Ypsilanti and the City of Ann Arbor.

AFFIRMATIVELY FURTHERING FAIR HOUSING

This year, the County developed and provided new housing developers and nonprofits with a model document for affirmatively furthering fair housing. Impediments to fair housing choices will be identified within the jurisdiction and analyzed to determine how to take appropriate actions to overcome the identified problems.

Analysis of Impediments to Fair Housing

An analysis of impediments to fair housing choice is underway for the geographical areas included in the Urban County and HOME Consortium. The Fair Housing Center of Southeast Michigan is completing this analysis, and they project that it will be completed by September 30, 2004. However, some impediments are currently identified in the annual studies conducted by the Fair Housing Center of Washtenaw County, the results of which are detailed below. Analysis includes assessment of adequate housing for the physically and mentally disabled and examination of level of knowledge of the Fair Housing Act held by the general public who are covered under the act.

Summary of Impediments

While the Impediments to Fair Housing Choice Analysis is not yet completed, the annual report from the Fair Housing Center illustrates that the impediments to housing choice still persist in the Urban County/ HOME Consortium Areas. The following figures reflect breakdown of fair housing complaints by jurisdiction received by the Fair Housing Center from 1998 to 2002:

2003-04 Washtenaw County Consolidated Annual Performance & Evaluation Report

Complaints by Location			2000	Owner/Renter	Median
			Pop.	Ratio	Income
Ypsilanti Township	131	41%	49,182	1.5	46,460
City of Ypsilanti	103	32%	22,362	0.49	28,610
Pittsfield Township	68	21%	30,167	1.3	61,262
Superior Township	17	5%	10,740	4.4	56,622
Ann Arbor Township	0	0%	4,720	2.26	86,797
Bridgewater Township	0	0%	1,646	12	68,011
Northfield Township	0	0%	8,252	5.25	58,396
Salem Township	0	0%	5,562	15.4	69,258

According to the Fair Housing Center, renters lodged 95% of the fair housing complaints from January 1, 1998- December 31, 2002. The statistics on these complaints follow below by basis and Type:

1998-2002 Urban County/ HOME Consortium Fair Housing Complaints- Basis	#	%	Complaints by Type	#	%
Race	164	51%	Rental	303	95%
Physical Disability	56	18%	Sales	9	3%
Familial Status	51	16%	Other	3	1%
Sex	33	10%	Condominium	2	1%
Mental/Emot. Disability	28	9%	Mortgage Loan	2	1%
National Origin	21	7%	Co-op	0	0%
Religion	0	0%			
Age	35	11%			
Marital Status	9	3%			
Income Source	11	3%			
Sexual Orientation	2	1%			
*Complaint may have more than one basis					

Actions Taken to Overcome Impediments

Impediments to fair housing choice are currently mitigated by the following on-going County efforts:

- The County provided \$35,050 in 2004 General Funds to the Fair Housing Center of Southeastern Michigan during the program year to provide testing and investigation.
- The County has directed funding to Community Housing Alternatives to provide down payment and closing cost assistance for income-eligible first-time homebuyers.
- Educational assistance in home buying, budgeting, credit counseling, and home ownership, funded by County General Funding, City of Ann Arbor General Funding, MSHDA, and TANF, identify and prepare families for homeownership.
- Overcoming the effects of inadequate housing for the physically disabled has been regularly and diligently addressed by the ongoing work of committed local agencies that are participating as participants of the Continuum of Care Board. Shelter Plus Care program providers such as Avalon Housing, Michigan Ability Partners, and Shelter Association of Washtenaw County regularly identify concerns among their service populations that may affect housing choices or availability and address those issues in ways which may best overcome the impediments.
- 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.

SECTION IX. CITIZEN COMMENTS

This report was sent by email to the local Continuum of Care Board, Habitat for Humanity, Community Housing Alternatives, Ypsilanti Gateway Community & Economic Development Corporation, Washtenaw Affordable Housing Corporation, the Ypsilanti and Ann Arbor Public Housing Commissions, and various other interested community members on Wednesday August 18th, 2004. Copies of the plan were also delivered to all Urban County and HOME Consortium jurisdiction public offices. In addition, the County placed an advertisement in the Ann Arbor News announcing the availability of the plan for public comment. During the comment period that began on Wednesday, August 18th, 2004 and ended on September 1st, 2004, the following comments were made on the Draft document:

Verbal Comment at Urban County Executive Committee Meeting: How will the County get the word out about this report?

Response: The County published an announcement in the Ann Arbor News; sent copies to the administrative offices of each of the Townships and the City of Ypsilanti; posted it on the local cable access channel; sent it to the two local housing commissions; and sent it to the Continuum of Care Board and various interested parties.

Written Comments (email): Corrections suggested to wording in various sections of the narrative and funding totals.

Response: Corrections to wording made where appropriate and re-calculation of totals in document to verify correctness. Email back to responder with summary of changes.

SECTION X. ATTACHMENTS

The following attachments are included with the 2003-04 CAPER:

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

Attachment B: HUD Form 40107 Annual Performance Report- Minority & Women-owned Businesses (PDF)

Attachment C: HUD Form 40107-A HOME Match Report (PDF)

Attachment D: 2005-06 Washtenaw Urban County/ HOME Consortium Performance Measurement System

ATTACHMENT A
**HUD INTEGRATED DISBURSEMENT &
INFORMATION SYSTEM (IDIS) REPORTS**

ATTACHMENT B
HUD FORM 40107 ANNUAL PERFORMANCE REPORT

ATTACHMENT C
HUD FORM 40107-A HOME MATCH REPORT

ATTACHMENT D
**2005-06 WASHTENAW URBAN COUNTY/ HOME CONSORTIUM
PERFORMANCE MEASUREMENT SYSTEM**