



## DEPARTMENT OF COMMUNITY DEVELOPMENT SERVICES

*Grants Management Division*

### m e m o r a n d u m

**TO:** Mayor Diane Wolfe Marlin and City Council Members

**FROM:** John A. Schneider, MPA, Community Development Director  
Sheila E. Dodd, Manager, Grants Management Division

**DATE:** May 13, 2019

**SUBJECT:** **A RESOLUTION APPROVING THE CITY OF URBANA AND URBANA HOME CONSORTIUM FY 2019-2020 ANNUAL ACTION PLAN**

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#### **Description**

The City of Urbana, Grants Management Division, has prepared a City of Urbana and Urbana HOME Consortium Annual Action Plan for FY 2019-2020. For many years, the Annual Action Plan was to be submitted to the US Department of Housing and Urban Development (HUD) by May 15, 2019, in order for the City of Urbana to continue to receive Community Development Block Grant (CDBG) and HOME Investment Partnerships (HOME) funding. However, more recently, because HUD has not received its annual funding appropriation until several months into the federal fiscal year the date for submittal was moved to later in the year. After a fiscal year's appropriation is enacted by Congress, HUD needs time to compute Grantees' allocation for the programs covered by the Consolidated Plan and Annual Action Plan. On April 12, HUD notified grantees that the formula allocations were released, with the deadline for the submission of the FY 2019-2020 Annual Action Plan to HUD by June 11, 2019.

The issue is whether Urbana City Council should approve the Resolution Approving the City of Urbana and Urbana HOME Consortium FY 2019-2020 Annual Action Plan.

#### **Background & Discussion**

In its Guidance for Submission, HUD suggested several options regarding the development of proposed Annual Action Plans and Citizen Participation, which is a required part of the process per HUD regulations for both CDBG and HOME (24 CFR 570 and 91). A grantee may conduct citizen participation on its draft plan with estimated funding amounts according to its normal timetable and citizen participation procedures. In addition, a grantee should include "contingency provision" language in its Annual Action Plan, which explains how it will adjust its proposed plan to match its actual allocation amounts, once the actual amounts become known by the grantee.

As recommended by the HUD Chicago Field Office staff, and as part of the City's contingency plan, the development of the FY 2019-2020 AAP included proposed activities' in both the CDBG and HOME grants budgets that were proportionally increased or decreased from the estimated funding levels to match actual allocation amounts. When the Community Development Commission (CDC), reviewed the proposed FY2019-2020 AAP at its March 26, 2019 meeting, the proposed plan used the same amounts that were allocated in FY 2018-2019 (as was recommended by HUD) with the understanding that the amounts budgeted would be adjusted to reflect the final allocation from HUD.

On April 12, 2019, the City received communication from its HUD Representative that the FY2019-2020 HOME allocation for the Urbana HOME Consortium will be **\$735,645** and the CDBG allocation to the City of Urbana will be **\$442,063**.

The Annual Action Plan (AAP) for FY 2019-2020 includes the proposed budget for utilizing the Urbana CDBG entitlement funds. The AAP also includes amounts budgeted for the HOME Program with regard to Community Development Housing Organization (CHDO) Reserve Set-Aside and Program Administration. A summary of the proposed budgets and recommended allocations of the CDBG and HOME funds in the FY2019/2020 Annual Action Plan is provided at the end of this memo.

In accordance with the Citizen Participation Plan outlined in the City of Urbana and Urbana HOME Consortium Consolidated Plan for FY 2015-2019, a series of neighborhood meetings and public hearings were held to gather citizen input on the proposed utilization of the City's CDBG and HOME funding.

The Annual Action Plan includes comments from public meetings/hearings that were held as follows:

#### NEIGHBORHOOD MEETINGS/PUBLIC HEARINGS

- Monday, January 7, 2019, 6:00 PM  
Martin Luther King Jr. Elementary School Library, 1108 West Fairview, Urbana
- Tuesday, January 8, 2019, 6:00 PM  
Crystal View Townhomes Clubhouse, 102 East Stebbins Dr., Urbana
- Wednesday, January 9, 2019, 6:00 PM  
City of Urbana 2<sup>nd</sup> Floor Executive Conference Room/Council Chambers  
400 South Vine St., Urbana
- Thursday, January 10, 2019, 6:00 PM  
Champaign County Regional Planning Commission, 1776 East Washington St., Urbana

#### PUBLIC HEARING FOR NON-PROFIT AGENCIES & HOUSING ORGANIZATIONS

- Monday, January 7, 2019, Noon-1:00 PM  
Urbana City Council Chambers, 400 S Vine St., Urbana

The proposed budget and summary of activities for the 2019-2020 Annual Action Plan are included as Attachment 1 to this memorandum.

### Options

The options for the Urbana City Council are:

1. Approve the Resolution Approving the City of Urbana and Urbana HOME Consortium FY 2019-2020 Annual Action Plan.
2. Approve the Resolution with additional changes.
3. Do not approve the Resolution.

### Fiscal Impact

There are considerable fiscal impacts associated with the FY 2019-2020 Annual Action Plan. The primary impact of the Annual Action Plan is that it sets priorities regarding funding availability and utilization of CDBG and HOME funding, and provides an estimated budget for the expenditure of the funds. If a proposed project is not consistent with the goals and strategies of the Consolidated Plan, it cannot be included in an Annual Action Plan. The proposed Annual Action Plan FY 2019-2020 includes revenues from HUD of **\$442,063** (an 8% increase) in CDBG funds, and **\$735,645** (a 12% decrease) in HOME program revenue.

**Recommendation**

According to HUD's Guidance on Submission, an affected grantee may delay submission of its Consolidated Plan or Annual Action Plan to HUD until 60 days after the date allocations or June 11, 2019. Approving the Plan now would allow for submission ahead of the June 11, 2019 deadline and would mean staff could begin processing the Notice of Request for Release of Funds, which is required prior to HUD releasing funds for that Plan year.

At its May 7, 2019 regular meeting, the Urbana Community Development Commission voted unanimously to recommend that the Urbana City Council approve the Annual Action Plan with changes, as recommended by HUD. Therefore, the Community Development Commission and staff recommend that the Urbana City Council approve the Resolution approving the City of Urbana and Urbana HOME Consortium Annual Action Plan FY 2019-2020.

**Attachments:**

1. Proposed Budget and Summary of Recommendations for CDBG and HOME Funds for FY2019-2020.

**PROPOSED BUDGET AND SUMMARY OF RECOMMENDATIONS FOR CDBG AND HOME FUNDS:**

**HOME PROGRAM FY 2019-2020 Proposed Budget**

|                                 |                  |
|---------------------------------|------------------|
| <b>HOME Grant Allocation</b>    | <b>\$735,645</b> |
| <b>Administration (10%)</b>     | <b>\$73,564</b>  |
| Personnel                       | \$72,064         |
| Other                           | \$1,500          |
| <b>CHDO Set-Aside (15%)</b>     | <b>\$110,347</b> |
| CHDO Project Applications (15%) | \$110,347        |
| <b>CHDO Operating</b>           | <b>\$36,782</b>  |
| <b>CHDO Operating</b>           | <b>\$36,782</b>  |
| <b>CONSORTIUM SPLIT</b>         | <b>\$514,952</b> |
| City of Champaign (54%)         | \$278,074        |
| County (17%)                    | \$87,542         |
| Urbana (29%)                    | \$149,336        |
| <b>TOTAL Budget</b>             | <b>\$735,645</b> |

**CDBG PROGRAM FY 2019-2020 Proposed Budget**

|  |                     |
|--|---------------------|
| <b>CDBG Federal Allocation</b>                                   | <b>\$442,063.00</b> |
| <b>ADMINISTRATION (20%)</b>                                      | <b>\$88,412.60</b>  |
| Personnel and Associated Costs                                   | \$88,412.60         |
| <b>PUBLIC SERVICE (15%)</b>                                      | <b>\$66,309.45</b>  |
| Transitional Housing (personnel)                                 | \$27,231.45         |
| Transitional Housing (programming)                               | \$16,078.00         |
| Neighborhood Cleanup (\$8,000 CDBG; \$10,000 Other Funding)      | \$18,000.00         |
| Consolidated Social Service Fund                                 | \$5,000.00          |
| <b>NEIGHBORHOOD REVITALIZATION PROGRAMS</b>                      | <b>\$287,340.95</b> |
| Capital Improvement Projects, Blight Reduction, Code Enforcement | \$157,340.95        |
| <b>Housing-Related Programs and Program Delivery</b>             |                     |
| Emergency Repair/Access Grants                                   | \$60,000.00         |
| Urbana Senior Repair   | \$10,000.00         |
| Property Acquisition/Demolition/New Construction (estimated)     | \$60,000.00         |
| <b>TOTAL Budget</b>  | <b>\$442,063.00</b> |

Following is a summary of recommendations regarding the utilization of the Community Development Block Grant (CDBG) and the Home Investment Partnership Act (HOME) funds:

**COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM**

For FY 2019-2020, the City of Urbana's CDBG allocation from HUD is **\$442,063** which is roughly an **8%** increase from last year's allocation amount.

**City of Urbana CDBG (FY 19-20)**

**Administration**

**\$88,412.60**

Funding for administration is limited to 20% of the current CDBG allocation and 20% of program income received during the program year.

**CDBG Housing Activities**

**\$70,000**

Housing Activities include the Emergency Grant Program, which supports affordable housing by making necessary emergency repairs that keep homes habitable, as well as the Access Grant Program, which helps persons with disabilities by providing access improvements to facilitate mobility. The Senior Repair Program is also included among the CDBG Housing Activities, and provides for home maintenance repair for elderly or persons with disabilities who are at or below 50 percent of the Median Family Income.

**Property Acquisition/Demolition/New Construction**

**\$60,000**

Planned activities include acquisition of uninhabited and dilapidated structures for eventual demolition and redevelopment. Lots can then be transferred to a Community Housing Development Organization for redevelopment.

**Public Service Funding Programs**

**\$66,309.45 (Total Public Service Funding)**

Funding for public service programs is limited to 15% of the current CDBG allocation and 15% of any prior year program income. Programs to be funded from the Public Service Fund include the Transitional Housing Program, the Consolidated Social Service Fund, and Neighborhood Cleanup. Staff anticipates that \$5,000 will be allocated to support the Consolidated Social Service Fund, and the Neighborhood Cleanup will be funded at \$8,000, while the Transitional Housing Program will be allocated the remainder \$37,231.45.

**Neighborhood Revitalization Programs**

**\$157,340.95**

Planned activities include capital improvement projects in targeted neighborhoods, blight reduction and code enforcement in low-income census tracts.

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**Home Investment Partnerships Act (HOME) Program (FY 19-20)**

The Urbana HOME Consortium allocation from HUD is **\$735,645** for FY 2019-2020, which is a roughly **12%** decrease from last year's allocation amount. The Consortium must also contribute 25% in local match, totaling **\$147,129**.

**Administration**

**\$73,564**

A maximum of 10% of the FY 2018-2019 funds are anticipated to be used for personnel and administrative functions related to the HOME program.

**CHDO Project and Operating**  
**\$110,347 Project and \$36,782 Operating**

The HOME regulations require that a minimum of 15% of the annual allocation be utilized for Community Housing Development Organizations (CHDO) projects. The Consortium may choose to contribute 5% for CHDO Operating. CHDO Project Funds or CHDO Reserve (CR) must be used for projects that produce actual housing units in which the CHDO acts as an owner, a developer, or a sponsor.

**Consortium Member Projects**

Following is a listing of projects that are proposed to be undertaken by members of the consortium:

**City of Urbana**

**FY 19-20 HOME allocation: \$149,336**

**City Redevelopment Programs**

Funds may be allocated to programs such as Owner-Occupied Housing Rehabilitation, Down Payment Assistance, Acquisition-Rehab, Purchase-Rehab-Resale, Rental Rehab, Urbana Townhomes Redevelopment, Lot Acquisition/Demolition, and/or other programs currently under development or which may be proposed, that further the affordable housing goals and mission of the City. Programs must comply with applicable local, state and federal regulations, including but not limited to HOME regulations.

**City of Champaign**

**FY 19-20 HOME allocation: \$278,074**

**Neighborhood Revitalization Program**

Funds may be allocated to new or existing programs, such as the Tenant Based Rental Assistance (TBRA), Acquisition-Rehab, Full Home Improvement Program, new construction, or Lot Acquisition programs, to promote revitalization efforts for targeted neighborhoods. The areas identified may be included in the City's Neighborhood Wellness Plan or in specific neighborhood plans (i.e. Beardsley Park, Bristol Park, Burch Village Area Redevelopment) to further goals identified in the City's plans.

**Champaign County**

**FY 19-20 HOME allocation: \$87,542**

**Tenant Based Rental Assistance Program.**

Funds may be used to provide affordable housing assistance to low-income residents of the Urbana Consortium area in the City of Urbana, City of Champaign and in unincorporated Champaign County. Assisted households must have annual incomes at or below 60% of the Area Median in accordance with HOME Regulations. The participating clients follow a team-approved plan for achieving self-sufficiency and make co-payments toward rent (not to exceed 30% of the household income), based on approved self-sufficiency plans.

**RESOLUTION NO. 2019-05-011R**

**A RESOLUTION APPROVING THE CITY OF URBANA  
AND CHAMPAIGN/URBANA/CHAMPAIGN COUNTY HOME CONSORTIUM  
FY 2019-2020 ANNUAL ACTION PLAN**

**WHEREAS**, the City of Urbana has been designated an entitlement city under the Federal Housing and Community Development Act of 1974, as amended, and as such is eligible for Community Development Block Grant (hereinafter "CDBG") funds upon proper submittal being made to the United States Department of Housing and Urban Development (hereinafter "HUD"); and

**WHEREAS**, the City of Urbana has been designated lead entity for the Urbana HOME Consortium in accordance with the Cranston-Gonzalez National Affordable Housing Act of 1990, as amended, and as such is eligible to receive HOME Investment Partnerships (hereinafter "HOME") funds on behalf of the City of Urbana, City of Champaign, and Champaign County; and

**WHEREAS**, on January 5, 1995, HUD published a final rule in the Federal Register requiring a five-year consolidated plan and annual action plans for all HUD community planning and development formula grant programs, consolidating into a single annual submission the planning, application, and reporting aspects of the CDBG, HOME, Emergency Shelter Grants, and Housing Opportunities for Persons with AIDS Programs, and the Comprehensive Housing Affordability Strategy; and

**WHEREAS**, the Urbana City Council approved the *City of Urbana and Urbana HOME Consortium (Champaign/Urbana/Champaign County) FY 2015-2019 Consolidated Plan* on May 4, 2015 (Ordinance# 2015-05-047); and

**WHEREAS**, the Urbana Community Development Commission, assisted by Urbana Community Development Services staff, has prepared the *City of Urbana and Urbana HOME Consortium Annual Action Plan FY 2019-2020* (hereinafter the "Annual Action Plan"); and

**WHEREAS**, on December 27, 2018, a notice was published on the City of Urbana website describing the Annual Action Plan, requesting public input, and announcing public hearings which were held on January 7, 2019, January 8, 2019, January 9, 2019, and January 10, 2019 regarding the Annual Action Plan; and

**WHEREAS**, on March 12, 2019, a notice was published on the City of Urbana website describing the Annual Action Plan; announcing a public review period beginning March 22, 2019, and ending April 22, 2019, during which members of the public are able to view a Draft Annual Action Plan and provide input; and

**WHEREAS**, the Community Development Commission held a public hearing on the Annual Action Plan on March 26, 2019, at the Urbana City Building, 400 South Vine Street, Urbana, Illinois; and

**WHEREAS**, at its May 7, 2019 meeting, the Urbana Community Development Commission recommended adoption of the Annual Action Plan by the Urbana City Council.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF URBANA, ILLINOIS**, as follows:

**Section 1.** That the *City of Urbana and Urbana HOME Consortium Annual Action Plan FY 2019-2020*, in substantially the form as attached hereto and incorporated herein by reference, is hereby approved.

**Section 2.** That the Mayor is hereby designated as the authorized representative of the City of Urbana to take any action necessary in connection with said Annual Action Plan to implement the CDBG and HOME programs and to provide such additional information as may be required.



**Section 3.** That upon review and comment by the Urbana Community Development Commission, the Mayor is hereby designated to execute subgrantee agreements for the following programs and activities identified in said Annual Action Plan.

- Public Service Activities under the Consolidated Social Service Funding Program

**Section 4.** That subgrantee agreements for the following programs and activities identified in said Annual Action Plan shall be subject to review and approval by the Urbana City Council before execution by the Mayor.

- Community Housing Development Project Funds (15% CHDO Set-Aside)
- Community Housing Development Operating Funds (5% CHDO Operating Set-Aside)

**PASSED BY THE CITY COUNCIL** this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

AYES:

NAYS:

ABSTENTIONS:

\_\_\_\_\_  
Charles A Smyth, City Clerk

**APPROVED BY THE MAYOR** this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

\_\_\_\_\_  
Diane Wolfe Marlin, Mayor





## **FY 2019-20 Annual Action Plan**

### **A Component of the 2015-2019 Consolidated Plan**

City of Urbana

Community Development Services

Grants Management Division

400 South Vine Street

Urbana, IL 61801

(217) 384-2447

PLEASE SEND YOUR QUESTIONS OR COMMENTS  
TO: [SEDODD@URBANAILINOIS.US](mailto:SEDODD@URBANAILINOIS.US)

Annual Action Plan 2019



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# Executive Summary

## AP-05 Executive Summary - 91.200(c), 91.220(b)

### 1. Introduction

The Urbana HOME Consortium and the City of Urbana Annual Action Plan for FY 2019-2020 identifies activities that are planned to be implemented by the City of Urbana and the members of the Urbana HOME Consortium during the period beginning July 1, 2019 and ending June 30, 2020. This Annual Action Plan budgets the use of two federal housing entitlement funds, Community Development Block Grant (CDBG) and the HOME Investment Partnerships (HOME) Program. The Annual Action Plan for FY 2019-2020 is developed to further strategies identified in the City of Urbana and Urbana HOME Consortium Consolidated Plan for Program Years 2015-2019.

The Annual Action Plan identifies activities that will be undertaken by the City of Urbana and the Urbana HOME Consortium during the fifth year of the five-year Consolidated Plan period. The CDBG portion of the Annual Action Plan identifies the planned uses of CDBG entitlement funds by the City of Urbana for FY 2019-2020. The HOME portion of the Annual Action Plan identifies uses of HOME funds by members of the Urbana HOME Consortium. The members of the Urbana HOME Consortium (a.k.a. the Champaign/ Urbana/Champaign County HOME Consortium) are the City of Urbana, the City of Champaign, and Champaign County.

The Annual Action Plan was on file for public review and comment during the period beginning March 22, 2019 through April 22, 2019. On March 26, 2019, the City held a public hearing to obtain comments regarding the draft Annual Action Plan. The hearing was at 6:00 p.m. in the Council Chambers of the Urbana City Building, 400 South Vine Street, before the regular meeting of the Urbana Community Development Commission. All comments received at the hearing, as well as other written comments submitted during the public review period, are included in the Annual Action Plan.

### 2. Summarize the objectives and outcomes identified in the Plan

This could be a restatement of items or a table listed elsewhere in the plan or a reference to another location. It may also contain any essential items from the housing and homeless needs assessment, the housing market analysis or the strategic plan.

A summary of the Consolidated Plan Objectives and Outcomes is provided below and contains Objectives (with associated Goals as listed in Appendix D of the FY 2015-2019 City of Urbana and Urbana HOME Consortium Consolidated Plan) and the anticipated Outcomes from implementing the strategies associated with the Consolidated Plan goals. The attached Objectives and Outcomes summary serves as the framework for an outcome-based performance measurement system for the City of Urbana and Urbana HOME Consortium to monitor its progress toward meeting goals of the FY 2015-2020

Consolidated Plan. Each project identified in this Annual Action Plan provides the applicable Objectives and Outcomes. The anticipated results is provided as “Outcome Indicators.”

|  |   |
|--|---|
| <b>Objective 1: Provide A Suitable Living Environment</b>  |   |
| <p><b>Goal 6:</b> Provide support for existing agencies delivering services to homeless individuals and families; and encourage expansion of local services to meet community homeless needs.</p> <p><b>Goal 7:</b> Support efforts to reduce the exposure of young children to lead-based paint hazards in homes.</p> <p><b>Goal 8:</b> Support infrastructure improvements in Urbana’s Community Development Target Area.</p> <p><b>Goal 9:</b> Preserve and support Urbana’s neighborhoods as vibrant places to live.</p> |   |
| <b>Outcome: Accessibility for the purpose of creating suitable living environments</b>   |   |
| <b>Strategies</b>  | Create a suitable living environment by providing better access to health care in the community for low-income residents ( <i>Consolidated Social Service Funding Projects</i> ).   |
|  | Create suitable living environment for owner-occupied households with incomes at or below 80% of the area median by improving infrastructure in the targeted neighborhood ( <i>Projects including neighborhood sidewalks and streetlights, and redevelopments</i> ).  |
|  | Create suitable living environment by improving the appearance of the targeted areas by reducing blight ( <i>Neighborhood cleanup</i> ).  |
| <b>Outcome: Sustainability for the purpose of creating suitable environments</b>   |   |
| <b>Strategies</b>  | Create suitable living environment by addressing conditions that are a threat to the health and safety of homeowners and/or provide lead safe housing and making housing accessible to persons with disabilities ( <i>Emergency Grant and Access Grant</i> ).   |
|  | Create suitable living environment by addressing conditions that are a threat to the health and safety of homeowners and/or provide lead safe housing and housing accessibility to persons with disabilities. All recipients of assistance must have household income at or below 50% of the area median income ( <i>Senior Repair Service</i> ). |
|  | Create a suitable living environment by assisting property owners in the target area having household incomes at or below 80% Median Family Income (MFI) by removing dilapidated structures from owner-occupied property ( <i>Clearance of Slum &amp; Blighted Conditions</i> ).  |
| <b>Outcome: Sustainability for the purpose of creating suitable environments</b>   |   |
| <b>Strategies</b>  | Create a suitable living environment by providing better access to social services in the community for low-income residents ( <i>Consolidated Social Service Funding</i> ).  |
| <b>Outcome: Affordability for the purpose of creating suitable environments</b>  |   |

|   |   |
|---|---|
| <b>Strategies</b>   | Create a suitable living environment by providing support to the existing network of local homeless services ( <i>Urbana-Champaign Continuum of Services Providers to the Homeless, and the Shelter Design Task Force</i> ).  |
| <b>Objective 2: Provide Decent Housing</b>  |   |
| <p><b>Goal 1:</b> Provide decent affordable housing opportunities for low- and moderate-income households.</p> <p><b>Goal 2:</b> Address barriers to obtaining affordable housing.</p> <p><b>Goal 3:</b> Preserve and improve supply of affordable housing as a community resource.</p> <p><b>Goal 4:</b> Work with the Housing Authority of Champaign County (HACC) to improve conditions for residents of public housing.</p> |   |
| <b>Outcome: Affordability for the purpose of providing decent affordable housing</b>  |   |
| <b>Strategies</b>   | Provide decent housing by increasing capacity of Community Housing Development Organizations (CHDOs) to identify and implement programs that will provide affordable housing opportunities to recipients at or below 60% of the area median income for rental and at or below 80% of the area median for homeownership ( <i>CHDO homeownership/rental programs</i> ). |

### 3. Evaluation of past performance

This is an evaluation of past performance that helped lead the grantee to choose its goals or projects.

Based on input received during public hearings, Community Development Commission meetings and City Council meetings, funds should be set aside for future neighborhood revitalization projects including public facilities improvements and infrastructure projects, as this will help to provide a more suitable and safe living environment. The set aside for infrastructure reconstruction and installation projects in this Annual Action Plan will also address suitable and safe living environment objectives.

The demand for assistance through the Emergency, Access, and Senior Repair Programs fluctuates year-to-year. Increasing utility and maintenance costs as well as other rising housing costs place a burden on the lower income households. The City maintains a waiting list for Whole House Rehabilitation participants for which the demand remains high, due to limited funding availability. Owner-occupied housing rehabilitation programs have a positive impact for participants and help stabilize properties. Programs addressing neighborhood conditions are continuing to becoming more successful at improving the overall appearance of the target neighborhoods.

City of Urbana staff annually conducts a survey in targeted neighborhoods to identify blighted secondary structures and vacant, deteriorated buildings that need to be repaired or demolished. As part of this program, during FY 2019-2020, staff will continue to work with owners to encourage mitigation of the blighted conditions. Property owners are also informed of the availability of City of Urbana programs for



income-qualified owner-occupants that will offset the cost of abatement. Residents are informed about services through public notices and information posted on the City website at [www.urbanaininois.us](http://www.urbanaininois.us), in the local newspaper, and/or on the public access television channel (UPTV).

The City's Emergency Grant and Senior Repair Service Programs provide much-needed funds that mitigate the immediate and deferred maintenance issues for those who otherwise would not be able to afford such repairs. The Access Grant Program is intended to help remove barriers to accessibility for persons with disabilities. It is available for renters or homeowners who earn less than 80% of Median Family Income to make necessary improvements. Both programs are essential elements needed to help stabilize targeted neighborhoods.

#### **4. Summary of Citizen Participation Process and consultation process**

The Annual Action Plan was developed by the City of Urbana in accordance with its Citizen Participation Plan included as part of the 2015-2019 Consolidated Plan process. The Urbana Community Development Commission sponsored public hearings to obtain input prior to and during plan preparation. In order to encourage public participation by the broadest audience possible, the City held public hearings and neighborhood meetings, to solicit citizen input, at various times and locations throughout the City.

#### **5. Summary of public comments**

Five public input meetings held in January along with two public hearings for input on the Annual Action Plan noted Affordable Housing, Section 3 contractors, and Tenant Based Rental Assistance were priorities of the community. The sign in sheets and minutes are in Appendix A for review.

#### **6. Summary of comments or views not accepted and the reasons for not accepting them**

Not applicable

#### **7. Summary**

The Annual Action Plan reflects the coordinated efforts of the Urbana HOME Consortium and its citizens, as well as the expansive network of housing and human service providers in Champaign County. Through strategies documented in this plan, the effectiveness and impact of federal funds will be maximized through thoughtful investment of resources, reduced duplication of services, and improved service delivery. The goals and objectives identified in this plan aim to improve the quality of life in Champaign County, particularly for low-income, homeless, elderly, and/or special needs individuals and families.

## PR-05 Lead & Responsible Agencies - 91.200(b)

### 1. Agency/entity responsible for preparing/administering the Consolidated Plan

The following are the agencies/entities responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

| Agency Role        | Name   | Department/Agency                                |
|--------------------|--------|--|
| CDBG Administrator | URBANA | Community Development/Grants Management Division |
| HOME Administrator | URBANA | Community Development/Grants Management Division |

Table 1 – Responsible Agencies

### Narrative

The City of Urbana, through the Grants Management Division of its Community Development Services Department, acts as the lead agency for the Urbana HOME Consortium. As such, Urbana staff took the lead role in developing the *City of Urbana and Urbana HOME Consortium Consolidated Plan for Program Years 2015-2019*, especially as it relates to policies, procedures, programs and activities, and other issues specifically involving the City. However, overall development of the Consolidated Plan was a cooperative effort involving the City of Urbana, the City of Champaign, and the Champaign County Regional Planning Commission (representing the unincorporated areas of Champaign County). These regions are geographically contiguous and the areas of responsibility of the entities tend to overlap. These factors have contributed to an open and cooperative relationship among the municipalities which extends to both staff and elected officials. This cooperation is essential in assessing and attending to the needs of the greater community, and is the foundation for the Consortium's successes. The Grants Management Division also administers the Community Development Block Grant (CDBG), on behalf of the City of Urbana.

### Consolidated Plan Public Contact Information

Copies of proposed and approved Consolidated Plans/Annual Action Plans, Performance Reports, and substantial amendments to the plan are available for public review on the City of Urbana website at [www.urbanaininois.us](http://www.urbanaininois.us) and at the following locations:

- City of Urbana, 400 South Vine Street, Urbana - Grants Management Division & City Clerk's Office
- Urbana Free Library, 210 West Green Street, Urbana

The City of Champaign is responsible to make the Plans and Reports available at the following locations:

- City of Champaign, 102 N. Neil Street, Champaign, Neighborhood Services Department Information Desk
- Champaign Public Library, 200 West Green Street, Champaign

Questions or comments regarding the Community Development Program should be addressed to Sheila Dodd, Manager, Grants Management Division, 400 South Vine Street, Urbana, Illinois 61801 or [sedodd@urbanaindinois.us](mailto:sedodd@urbanaindinois.us).

## **AP-10 Consultation - 91.100, 91.200(b), 91.215(l)**

### **1. Introduction**

The Consortium regularly participates in a number of meetings of community organizations, cooperatives, etc. occurring on a monthly, quarterly, or other regular basis, in order to develop and maintain partnerships with other community organizations. These meetings provide continual feedback on the needs and trends in the community, as well as opportunities for the Consortium to disseminate information about the programs and services it provides. Staff members of the Consortium entities often serve on committees and sub-committees, taking a very active and visible role in the community. In addition to the municipalities, a number of public and private entities play key roles in the health of the community. The Consortium makes every effort to include these organizations in the planning and implementation of the Annual Action Plan. Input from the public was also sought through public hearings and neighborhood meetings throughout the City of Urbana in targeted neighborhoods.

### **Provide a concise summary of the jurisdiction's activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215(l)).**

The Housing Authority of Champaign County continues to inform local jurisdictions of major housing opportunities and is currently collaborating on major redevelopments in Champaign (Bristol Place) and Urbana (Lierman Ave and Pinewood redevelopment projects). The Housing Authority also has several new developments being designed in the county. The consultation confirmed the need for additional rental housing opportunities for low income households. The Urbana HOME Consortium coordinates with the Mental Health Board and other local funders during the drafting FY 2019/20 Annual Action Plan. The staff, in coordination with other funding groups will continue to discuss and monitor ongoing needs for persons with mental health and other needs, particularly low-income persons and youth. Staff from local government and the Mental Health Board currently serve together on the United Way of Champaign County's Community Impact Committee and are serving together on the local Continuum of Service Providers to the Homeless.

### **Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness.**

The Urbana HOME Consortium members have all served as past chairs for the Continuum of Care and/or Council of Service Providers to the Homeless (Coc). All three participating jurisdictions/subrecipients to the HOME Consortium continue to serve on the Continuum of Service Providers to the Homeless. The City of Urbana through its Consolidated Social Service Funding process and the administration of the Emergency Solutions Grant (ESG), funds many agencies in the community that work with homeless

populations, including Courage Connection, Crisis Nursery, C-U Men's Shelter, Daily Bread Soup Kitchen, Champaign County Regional Planning Commission, and Rosecrance.

**Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards for and evaluate outcomes of projects and activities assisted by ESG funds, and develop funding, policies and procedures for the operation and administration of HMIS**

The Champaign County Continuum of Service Providers to the Homeless receives a funding allocation from the State of Illinois that is made available to agencies. The CoC reviews the past performance of agencies who have received the funding, in order to determine how to allocate ESG funds in the community. The CoC is currently developing performance standards and the evaluation of outcomes for members who receive funding. The HMIS system is administered by the Champaign County Regional Planning Commission under agreement with the CoC. HMIS staff assigns access and provides initial training for authorized users, maintains oversight and continuing training updates for quality of data entry, collects HMIS data for HUD Exchange and other grant reports, and supports CoC planning efforts requiring data about clients served. At this time, most data is entered by a single user from hard copy documents collected at agency intake and data is shared among agencies only in aggregated formats to preserve confidentiality of households.

**2. Agencies, groups, organizations and others who participated in the process and consultations**

**Table 2 – Agencies, groups, organizations who participated**

|   |  |   |
|---|--|---|
| 1 | <b>Agency/Group/Organization</b>   | CHAMPAIGN   |
|   | <b>Agency/Group/Organization Type</b>  | Other government – Local  |
|   | <b>What section of the Plan was addressed by Consultation?</b>   | Housing Need Assessment<br>Anti-poverty Strategy  |
|   | <b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b> | The City of Champaign, as an Urbana HOME Consortium member, has gathered substantial public input regarding the Bristol Park Redevelopment project. City of Champaign staff attended a public hearing for social service agencies, as an Urbana HOME Consortium member, to provide input regarding community needs. |
| 2 | <b>Agency/Group/Organization</b>   | Champaign County Regional Planning Commission   |
|   | <b>Agency/Group/Organization Type</b>  | Services - Housing<br>Services-Persons with Disabilities<br>Services-homeless<br>Services-Employment<br>Other government - County<br>Regional organization<br>Planning organization   |
|   | <b>What section of the Plan was addressed by Consultation?</b>   | Housing Need Assessment<br>Homeless Needs - Chronically homeless<br>Homeless Needs - Families with children<br>Homelessness Strategy<br>Non-Homeless Special Needs  |
|   | <b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b> | CCRPC staff attended a public hearing for social service agencies, as an Urbana HOME Consortium member, to provide input regarding community needs.   |

|   |  |   |
|---|--|---|
| 3 | <b>Agency/Group/Organization</b>   | Habitat for Humanity of Champaign County  |
|   | <b>Agency/Group/Organization Type</b>  | Services – Housing  |
|   | <b>What section of the Plan was addressed by Consultation?</b>   | Housing Need Assessment<br>Non-Homeless Special Needs   |
|   | <b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b> | Habitat staff attended a public hearing for social service agencies to provide input regarding community needs, continued coordination.   |
| 4 | <b>Agency/Group/Organization</b>   | Cunningham Township   |
|   | <b>Agency/Group/Organization Type</b>  | Services - Housing<br>Services-Persons with Disabilities<br>Services-homeless<br>Services-Employment<br>Other government - Township   |
|   | <b>What section of the Plan was addressed by Consultation?</b>   | Housing Need Assessment<br>Homeless Needs - Chronically homeless<br>Homeless Needs - Families with children<br>Homelessness Strategy<br>Non-Homeless Special Needs  |
|   | <b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b> | Cunningham Township provides funding for the Consolidated Social Services grants in partnership with the City of Urbana. Township and city staff identified priorities in the community and worked together to provide technical assistance to agencies requesting funds. |

**Identify any Agency Types not consulted and provide rationale for not consulting**

Not applicable

**Other local/regional/state/federal planning efforts considered when preparing the Plan**

| Name of Plan                                   | Lead Organization | How do the goals of your Strategic Plan overlap with the goals of each plan?   |
|--|-------------------|--|
| Continuum of Service Providers to the Homeless | CCRPC, GCAP       | The CoC Strategic Plan overlaps with regard to housing, i.e. by PROVIDING A COMPREHENSIVE CONTINUUM OF HOUSING SERVICES, Increase affordable housing |

**Table 3 – Other local / regional / federal planning efforts**

**Narrative**

Affordable rental units are in great demand in the community. HOME funded Tenant Based Rental Assistance has been utilized by service providers in the past. However, due to mission changes and staffing turnovers, those agencies no longer have the capacity or ability to administer the program. The City of Urbana continues to do outreach and work with agencies to try to fill this gap in the community.



## **AP-12 Participation - 91.401, 91.105, 91.200(c)**

### **1. Summary of citizen participation process/Efforts made to broaden citizen participation Summarize citizen participation process and how it impacted goal-setting**

The schedule for the FY 19-20 Annual Action Plan Process was made available to the public on the City website. Focus groups, public hearings, and open houses were also posted on the City of Urbana website calendar for public review. In January 2019, (Jan 8-11) the City of Urbana and the Urbana HOME Consortium hosted public hearing and open house events in each of the four census tracts within the City of Urbana Community Development Target Area.

The meetings were designed to obtain resident input regarding community development and housing needs. In addition, the City of Urbana also hosted a public hearing on the AAP at a regular Community Development Commission meeting to obtain preliminary comments from the Commission and public which was held in March 2019. A thirty-day comment period was held from March 22, 2019 to April 22, 2019.

### Citizen Participation Outreach

| Sort Order | Mode of Outreach | Target of Outreach  | Summary of response/attendance   | Summary of comments received  | Summary of comments not accepted and reasons | URL (If applicable) |
|------------|------------------|---|--|---|--|---------------------|
| 1          | Public Hearing   | Non-targeted/broad community<br><br>low mod income households | Public hearing held for social service agencies and housing organizations. Six organizations (CCRPC, Habitat, City of Champaign , Parkland College Adult Ed, Crisis Nursery, & Salvation Army) | Habitat encouraged the City of Urbana and Urbana HOME Consortium to consider affordable housing as a priority for FY 2019-2020. | None   | N/A                 |
| 2          | Public Hearing   | Low Income Census Tract residents                             | Staff from the City of Urbana were in attendance at Dr. Martin Luther King Jr. Elementary School.  | None  | None   | N/A                 |
| 3          | Public Hearing   | Low Income Census Tract residents                             | Staff from the City of Urbana were in attendance at Crystal View Townhomes.  | Jemiya Beard and Maurice Jake noted the need for more Section 3 contractors   | None   | N/A                 |

| Sort Order | Mode of Outreach | Target of Outreach                         | Summary of response/attendance   | Summary of comments received  | Summary of comments not accepted and reasons | URL (If applicable) |
|------------|------------------|--|--|---|--|---------------------|
| 4          | Public Hearing   | Low Income Census Tract residents          | Staff from the City of Urbana were joined by Esther Patt from the Tenant Union at the City of Urbana Executive Conference Room.                                | Esther Patt encouraged the city to continue to make Tenant Based Rental Assistance a priority   | None   | N/A                 |
| 5          | Public Hearing   | Low Income Census Tract residents          | Staff from the City of Urbana were joined by volunteers from First Mennonite Church, staff from Champaign County Regional Plan Commission, & City of Champaign | The First Mennonite Church Racial Justice Working Group noted the lack of affordable rental housing to the extremely low income group | None   | N/A                 |
| 6          | Public Hearing   | Minorities<br>Non-targeted/broad community | Staff from the City of Urbana held a public hearing before the regular meeting of the Urbana Community Development Commission.                                 | None  | None   | N/A                 |

**Table 4 – Citizen Participation Outreach**

## Expected Resources

### AP-15 Expected Resources - 91.420(b), 91.220(c)(1,2)

#### Introduction

The Urbana HOME Consortium was notified on April 12 an allocation of \$735,645 in HOME funds is available to be distributed amongst the Consortium Members based on the population share of the Consortium-wide area. The City of Urbana will receive an allocation of \$442,063 in Community Development Block Grant (CDBG) funds. Program Income received in 18/19 will be allocated to programs.

## Anticipated Resources

| Program | Source of Funds  | Uses of Funds   | Expected Amount Available Year 1 |                    |                          |           | Expected Amount Available Remainder of ConPlan \$ | Narrative Description   |
|---------|------------------|---|----------------------------------|--------------------|--------------------------|-----------|---|---|
|         |                  |   | Annual Allocation: \$            | Program Income: \$ | Prior Year Resources: \$ | Total: \$ |   |   |
| CDBG    | public - federal | Acquisition<br>Admin and Planning<br>Economic Development<br>Housing<br>Public Improvements<br>Public Services<br><br>Neighborhood Revitalization Initiatives | 442,063                          | 0                  | 606,572                  | 1,048,635 | 0   | Acquisition: Funds will be allocated for the purchase and maintenance of properties and structures primarily in CT 53/54/55/56 Block Group 1. Admin/Planning: Admin Activities include personnel/HOME Admin costs/other admin expenses. ED: No plans to use CDBG funding for ED purposes. Housing: Emergency/Access Grants/Senior Repair Grants. Public Improvements: installation of infrastructure for affordable housing developments, the construction/reconstruction of City infrastructure in the City Target areas, or construction/reconstruction of streetlights in target area neighborhoods. Public Service: transitional housing program/one-day, neighborhood cleanup activities held in Spring 2020, in the CD Target Area/balance of available funding at 15% of the current entitlement will be allocated for program activities yet to be determined which would benefit low-income residents of the CD Target Area. |

| Program | Source of Funds  | Uses of Funds   | Expected Amount Available Year 1 |                    |                          |           | Expected Amount Available Remainder of ConPlan \$ | Narrative Description  |
|---------|------------------|---|----------------------------------|--------------------|--------------------------|-----------|---|--|
|         |                  |   | Annual Allocation: \$            | Program Income: \$ | Prior Year Resources: \$ | Total: \$ |   |  |
| HOME    | public - federal | Acquisition<br>Homebuyer assistance<br>Homeowner rehab<br>Multifamily rental new construction<br>Multifamily rental rehab<br>New construction for ownership<br>TBRA | 735,645                          | 0                  | 1,964,805                | 2,700,450 | 650,000   | Acquisition, Homebuyer assistance, Homeowner rehab, Multifamily rental new construction, multifamily rental rehab, new construction for ownership, and TBRA: Funds, including carryover funds, may be allocated by the City of Urbana to programs such as DPA, Acq-Rehab, Purchase-Rehab-Resale, Rental Rehab, Neighborhood Revitalization Developments, and/or other programs currently under development or may be proposed that further the affordable housing goals and mission of the City, Council, and Grants Management Division. Funds may be allocated by the City of Champaign to new or existing programs, such as TBRA, the FHIP or programs to promote revitalization efforts of targeted neighborhoods. Funds may be allocated by Champaign County to TBRA. Admin/Planning: Funds will be contributed to personnel costs as well as supplies and other expenses |

Table 2 - Expected Resources – Priority Table

**Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied**

These federal funds will assist to leverage a variety of private, state and local funds. The City of Urbana and Cunningham Township have historically invested general funds into public service activities, funded with CDBG. Other funds that the City of Urbana uses to meet match obligations include leveraged private CHDO contributions and allocations from the City's Capital Improvement Plan. All Consortium members continue to seek grant opportunities from the State of Illinois that further the goals outlined in the Consolidated Plan. The City of Champaign used its CDBG funding to leverage a Section 108 Loan from HUD for the redevelopment of Bristol Neighborhood. Several tax credit developments are anticipated in the AAP period, including the redevelopment of Lierman Avenue site, as well as the Pinewood revitalization development. City of Urbana also received funding through the Blight Reduction Program/Abandoned Properties Program from IHDA to demo abandoned/blighted properties. The Consortium has utilized a variety of leveraging sources to fulfil this obligation. The City of Urbana contributes cash match towards its HOME projects, and the City of Champaign has historically used a combination of cash match and forbearance of customary fees for large developments. Land donations for larger developments will contribute to the program in the coming year, as well as sweat equity and cash contributions provided by the volunteers of Habitat for Humanity of Champaign County will exceed the anticipated match requirement in the coming five years. Match credit is also available from previous housing development projects, for those entities who are unable to provide any match.

## Annual Goals and Objectives

### AP-20 Annual Goals and Objectives - 91.420, 91.220(c)(3)&(e)

#### Goals Summary Information

| Sort Order | Goal Name                                       | Start Year | End Year | Category           | Geographic Area  | Needs Addressed    | Funding         | Goal Outcome Indicator  |
|------------|---|------------|----------|--------------------|--|--------------------|-----------------|---|
| 1          | Provide decent affordable housing opportunities | 2015       | 2019     | Affordable Housing | CENSUS TRACT NUMBERS 53, 54, 55, AND 56<br>City of Urbana<br>City of Champaign<br>Bristol Park<br>Neighborhood Plan Area | Affordable Housing | HOME: \$400,000 | Rental units constructed: 180 Household Housing Unit<br>Homeowner Housing Added: 5 Household Housing Unit<br>Homeowner Housing Rehabilitated: 3 Household Housing Unit<br>Direct Financial Assistance to Homebuyers: 10 Households Assisted<br>Tenant-based rental assistance / Rapid Rehousing: 24 Households Assisted |



| Sort Order | Goal Name                                   | Start Year | End Year | Category   | Geographic Area   | Needs Addressed             | Funding                            | Goal Outcome Indicator  |
|------------|---|------------|----------|--|---|-----------------------------|------------------------------------|---|
| 2          | Address Barriers to Affordable Housing      | 2015       | 2019     | Affordable Housing<br>Non-Housing<br>Community Development | CENSUS TRACT NUMBERS 53, 54, 55, AND 56<br>Beardsley Park<br>Neighborhood Improvement Plan Area<br>Garden Hills United Neighborhood Association Action Plan<br>City of Urbana<br>City of Champaign<br>Urbana Consortium-wide Area<br>Bristol Park<br>Neighborhood Plan Area | Community Development Needs | CDBG: \$0<br>HOME: \$253,811       | Rental units constructed: 180 Household Housing Unit<br>Direct Financial Assistance to Homebuyers: 15 Households Assisted |
| 3          | Preserve Existing Affordable Housing Supply | 2015       | 2019     | Affordable Housing   | CENSUS TRACT NUMBERS 53, 54, 55, AND 56<br>City of Urbana   | Affordable Housing          | CDBG: \$160,000<br>HOME: \$149,336 | Rental units constructed: 180 Household Housing Unit<br>Homeowner Housing Rehabilitated: 6 Household Housing Unit         |

**Table 3 – Goals Summary**

## Goal Descriptions

|   |                         |   |
|---|-------------------------|---|
| 1 | <b>Goal Name</b>        | Provide decent affordable housing opportunities   |
|   | <b>Goal Description</b> | <p>Increase supply of affordable housing available to low and moderate income households, by providing Tenant Based Rental Assistance to households with incomes at or below 60% of the area median, targeting those at or below 125% of the poverty level, support new construction for homeownership sponsored by CHDOs and other nonprofits, support new construction of affordable rental units sponsored by CHDOs and other nonprofits, support and provide guidance for for-profit developers building new affordable renter and owner units, support construction of new affordable rental units through LIHTC including the Bristol Park Redevelopment Project, in compatible areas, encourage the development of non-profit housing development organizations eligible for CHDO status. Expand homeownership opportunities for low and moderate-income households, by providing support and encourage homeownership education programs, support the Housing Authority of Champaign County's Section 8 Homeownership program, support the development of local Lease Purchase Programs, directly encourage homeownership through downpayment assistance programs such as programs funded with Private activity bond funds, develop new downpayment assistance programs for low-income buyers.</p> |

|          |                         |   |
|----------|-------------------------|---|
| <b>2</b> | <b>Goal Name</b>        | Address Barriers to Affordable Housing  |
|          | <b>Goal Description</b> | Address barriers to obtaining affordable housing, by addressing issues faced by certain special populations, such as seniors and individuals in need of supportive service/ substance abuse treatment, partner with other municipalities and agencies in the Consortium area to complete a housing needs study that will identify gaps in the housing stock, including an analysis of current housing availability and a projection of future housing needs; provide assistance for affordable permanent housing for persons with targeted disabilities; support efforts to increase accessible and visitable housing units for persons with disabilities; encourage housing developers to include visitability/accessibility measures in new construction efforts; Access Grants that provide grants for approximately 25 low-income residents over a five-year period to increase the supply of accessible and visitable housing;The Urbana Human Relations Division will promote community awareness of the Urbana Human Rights Ordinance and will provide fair housing training for landlords and tenants; Education and training opportunities, which focus on eliminating barriers to affordable housing, will be encouraged; encourage the Urbana Human Relations Division, the Building Safety Division, and Persons Assuming Control of their Environment, Inc. (PACE) to join forces in an effort to acquaint developers with local codes and fair housing laws to insure that handicapped units are produced when new housing is constructed; support tenant advocacy and educational efforts by agencies such the C-U Tenant Union; encourage landlord and community group distribution of information in multiple languages to help overcome language and/or cultural barriers; and the City could consider undertaking a discrimination testing program to obtain preliminary results to determine if further programs are necessary. |
| <b>3</b> | <b>Goal Name</b>        | Preserve Existing Affordable Housing Supply   |
|          | <b>Goal Description</b> |   |

## AP-35 Projects - 91.420, 91.220(d)

### Introduction

The following is a list of proposed programs listed in the PY 2015-2019 Consolidated Plan, for the one-year FY 19-20 Annual Action Plan period. All of the proposed projects are in response to an identified need in the Consolidated Plan. Consideration has also been given to program delivery, and staffing requirements to successfully operate the grant activities, various objectives of leveraged funding available, as well as programmatic constraints of both the HOME Investment Partnerships and Community Development Block Grant programs. The projected target start date for the proposed programs is July 1, 2019 and the projected commencement of proposed programs is June 30, 2020.

| #  | Project Name   |
|----|--|
| 1  | CDBG Planning & Administration                         |
| 2  | CDBG Public Services                                   |
| 3  | CDBG Housing Activities                                |
| 4  | CDBG Property Acquisition /Demolition/New Construction |
| 5  | HOME Planning & Administration                         |
| 6  | HOME CHDO Reserve                                      |
| 7  | HOME City of Urbana Neighborhood Revitalization        |
| 8  | HOME City of Chamapaign Neighborhood Revitalization    |
| 9  | HOME Champaign County Neighborhood Revitalization      |
| 10 | Tenant Based Rental Assistance                         |
| 11 | HOME CHDO Operating                                    |

Table 4 – Project Information

### Describe the reasons for allocation priorities and any obstacles to addressing underserved needs

The City of Urbana has utilized its allocation of CDGB and HOME funds to address obstacles to meeting underserved needs, foster and maintain decent housing, support public housing improvements and resident initiatives, address lead-based paint hazards, reduce the number of persons below poverty level, and has provided assistance in coordinating housing and service agencies. These funded activities are noted within the previous listings and budget for FY 2019-2020 projects. Funds carried over from previous years will be used for public facilities and other projects as needed.

# AP-38 Project Summary

## Project Summary Information

|   |  |   |
|---|--|---|
| 1 | <b>Project Name</b>  | CDBG Planning & Administration  |
|   | <b>Target Area</b>   | CENSUS TRACT NUMBERS 53, 54, 55, AND 56<br>City of Urbana   |
|   | <b>Goals Supported</b>   |   |
|   | <b>Needs Addressed</b>   | Homeless Prevention & Services<br>Community Development Needs   |
|   | <b>Funding</b>   | CDBG: \$88,412  |
|   | <b>Description</b>   | Funds will be used to support the administrative activities associated with carrying out the goals and objectives of the Community Development Block Grant Program. |
|   | <b>Target Date</b>   | 6/30/2020   |
|   | <b>Estimate the number and type of families that will benefit from the proposed activities</b> | Low moderate income households from community development target areas will be served.  |
|   | <b>Location Description</b>  | City of Urbana and targeted neighborhoods.  |
|   | <b>Planned Activities</b>  | Funds will be used to support the administrative activities associated with carrying out the goals and objectives of the CDBG program.                              |
| 2 | <b>Project Name</b>  | CDBG Public Services  |
|   | <b>Target Area</b>   |   |
|   | <b>Goals Supported</b>   |   |
|   | <b>Needs Addressed</b>   | Homeless Prevention & Services, Community Development Needs   |
|   | <b>Funding</b>   | CDBG: \$66,309  |
|   | <b>Description</b>   | Funds will be used to support the public services undertaken by the City of Urbana.   |
|   | <b>Target Date</b>   | 6/30/2020   |
|   | <b>Estimate the number and type of families that will benefit from the proposed activities</b> | low moderate income households will be served who reside in community development target areas in the City of Urbana.   |
|   | <b>Location Description</b>  |   |

|          |  |  |
|----------|--|--|
|          | <b>Planned Activities</b>  | Transitional Housing, Neighborhood Cleanup, and Public Service Grant Awards through Consolidated Social Service Funding pool.  |
| <b>3</b> | <b>Project Name</b>  | CDBG Housing Activities  |
|          | <b>Target Area</b>   | CENSUS TRACT NUMBERS 53, 54, 55, AND 56<br>City of Urbana  |
|          | <b>Goals Supported</b>   | Provide decent affordable housing opportunities  |
|          | <b>Needs Addressed</b>   | Affordable Housing<br>Non-Homeless Special Needs   |
|          | <b>Funding</b>   | CDBG: \$130,000  |
|          | <b>Description</b>   | Funds will be used to support housing rehabilitation activities undertaken by the City of Urbana, as well as the acquisition of available properties in target areas of the City of Urbana for the purpose of furthering affordable housing.   |
|          | <b>Target Date</b>   | 6/30/2020  |
|          | <b>Estimate the number and type of families that will benefit from the proposed activities</b> | low moderate income households residents from community development target areas in the City of Urbana will be served.   |
|          | <b>Location Description</b>  |  |
|          | <b>Planned Activities</b>  | Funding will be used to support housing rehabilitation and neighborhood revitalization activities including the Emergency Grant, Access Grant, and Senior Repair Service Grant programs. The Emergency Grant Program allows up to \$8000 in repairs that risk the health and safety of household occupants, such as a furnace failing in the winter months or an actively leaking roof that needs to be patched/repared. The Access Grant provides improvements necessary to remove barriers to accessibility to person with disabilities. It is available for renters or homeowners who earn less than 80% of the Median Family Income. The Senior Repair Service Program provides home maintenance repair for elderly or persons with disabilities who are at or below 50% of the Median Family Income. The ultimate goal of the program is to sustain the housing so the occupant's can remain in their home. |
| <b>4</b> | <b>Project Name</b>  | CDBG Property Acquisition /Demolition/New Construction   |
|          | <b>Target Area</b>   | CENSUS TRACT NUMBERS 53, 54, 55, AND 56<br>City of Urbana  |
|          | <b>Goals Supported</b>   |  |
|          | <b>Needs Addressed</b>   | Community Development Needs  |

|          |  |  |
|----------|--|--|
|          | <b>Funding</b>   | CDBG: \$   |
|          | <b>Description</b>   | Funds will be used to support property acquisition, demolition, and new construction projects, undertaken by the City of Urbana.   |
|          | <b>Target Date</b>   | 6/30/2020  |
|          | <b>Estimate the number and type of families that will benefit from the proposed activities</b> |  |
|          | <b>Location Description</b>  |  |
|          | <b>Planned Activities</b>  | Funds will be used for projects involving the acquisition of property, demolition, and new construction within the City of Urbana. |
| <b>5</b> | <b>Project Name</b>  | HOME Planning & Administration   |
|          | <b>Target Area</b>   |  |
|          | <b>Goals Supported</b>   |  |
|          | <b>Needs Addressed</b>   |  |
|          | <b>Funding</b>   | HOME: \$73,564   |
|          | <b>Description</b>   | Funds will be used to support the administrative activities associated with carrying out the HOME program goals and strategies.    |
|          | <b>Target Date</b>   | 6/30/2020  |
|          | <b>Estimate the number and type of families that will benefit from the proposed activities</b> |  |
|          | <b>Location Description</b>  |  |
|          | <b>Planned Activities</b>  | Funds will be used to support the administrative activities associated with carrying out the HOME program goals and strategies.    |
| <b>6</b> | <b>Project Name</b>  | HOME CHDO Reserve and Operating Costs  |
|          | <b>Target Area</b>   | Urbana Consortium-wide Area  |
|          | <b>Goals Supported</b>   | Provide decent affordable housing opportunities  |
|          | <b>Needs Addressed</b>   | Affordable Housing   |
|          | <b>Funding</b>   | HOME: \$147,129  |

|          |  |  |
|----------|--|--|
|          | <b>Description</b>   | Funds will be used to support the projects undertaken within the Consortium-wide area by Community Housing Development Organizations. CHDO Reserve funds (15% of allocation) of the total allocation are being set aside to be allocated to certified Urbana Consortium CHDO or CHDOs whose proposed project(s) meet project readiness requirements. In order to meet project readiness requirements, the CHDO project(s) receiving reserve allocation(s) must be able to begin construction within one year from the date of execution of the agreement. Staff is continuing to work to identify feasible projects in the Consortium area, and a rolling CHDO Project application process is currently underway.  |
|          | <b>Target Date</b>   | 6/30/2020  |
|          | <b>Estimate the number and type of families that will benefit from the proposed activities</b> | low and moderate income residents within the Consortium will benefit from this project.  |
|          | <b>Location Description</b>  |  |
|          | <b>Planned Activities</b>  | Funds will be used to support the projects undertaken within the Consortium-wide area by Community Housing Development Organizations. CHDO Reserve funds (15% of allocation) and CHDO Operating (in the amount of 5%) of the total allocation are being set aside to be allocated to certified Urbana Consortium CHDO or CHDOs whose proposed project(s) meet project readiness requirements. In order to meet project readiness requirements, the CHDO project(s) receiving reserve allocation(s) must be able to begin construction within one year from the date of execution of the agreement. Staff is continuing to work to identify feasible projects in the Consortium area, and a rolling CHDO Project application process is currently underway. |
| <b>7</b> | <b>Project Name</b>  | HOME City of Urbana Neighborhood Revitalization  |
|          | <b>Target Area</b>   | CENSUS TRACT NUMBERS 53, 54, 55, AND 56<br>City of Urbana  |
|          | <b>Goals Supported</b>   |  |
|          | <b>Needs Addressed</b>   | Affordable Housing   |
|          | <b>Funding</b>   | HOME: \$110,346  |



|   |  |  |
|---|--|--|
|   | <b>Description</b>   | Funds will be used to support neighborhood revitalization activities undertaken by the City of Urbana, including Down Payment Assistance, Acquisition-Rehab, Purchase-Rehab-Resell, Rental Rehabilitation, New Construction Activities, Tenant Based Rental Assistance, Owner-Occupied (Whole House) Rehabilitation, Lot Acquisition/Demolition, and/or other programs currently under development or may be proposed that further the affordable housing goals and mission of the City, Council, and Grants Management Division. Program must comply with applicable local, state, and federal regulations, including but not limited to HOME regulations.  |
|   | <b>Target Date</b>   | 6/30/2020  |
|   | <b>Estimate the number and type of families that will benefit from the proposed activities</b> | low to moderate income individuals and households within the City of Urbana will benefit from the proposed activities.   |
|   | <b>Location Description</b>  |  |
|   | <b>Planned Activities</b>  | Neighborhood revitalization activities undertaken by the City of Urbana, include Down Payment Assistance, Acquisition-Rehab, Purchase-Rehab-Resell, Rental Rehabilitation, Tenant Based Rental Assistance, Owner-Occupied (Whole House) Rehabilitation, Lot Acquisition/Demolition, and/or other programs currently under development or may be proposed that further the affordable housing goals and mission of the City, Council, and Grants Management Division. Program must comply with applicable local, state, and federal regulations, including but not limited to HOME regulations. Anticipated funds will be used for the Whole House Rehabilitation Program, but the City of Urbana may pursue investing in multi-family housing projects that will be developed in targeted areas of the City of Urbana. |
| 8 | <b>Project Name</b>  | HOME City of Champaign Neighborhood Revitalization   |
|   | <b>Target Area</b>   | Priority will be given to Planning Areas 1,2,4,7,8,9,14, and 15.   |
|   | <b>Goals Supported</b>   |  |
|   | <b>Needs Addressed</b>   |  |
|   | <b>Funding</b>   | HOME: \$278,074  |
|   | <b>Description</b>   | HOME funds will be directed to new support the neighborhood revitalization activities undertaken by the City of Champaign, including full home improvement program (FHIP). The FHIP will be prioritized in the following areas of Champaign in order to provide maximum benefit in areas identified with the greatest housing needs and/or lowest incomes: Planning Areas 1,2,4,7,8,9,14, and 15.  |

|    |  |   |
|----|--|---|
|    | <b>Target Date</b>   | 6/30/2020   |
|    | <b>Estimate the number and type of families that will benefit from the proposed activities</b> |   |
|    | <b>Location Description</b>  | Activities will take place within the City of Champaign   |
|    | <b>Planned Activities</b>  | HOME funds will be used to support the neighborhood revitalization activities undertaken by the City of Champaign, including full home improvement program (FHIP). The FHIP program will be prioritized in the following areas of Champaign in order to provide maximum benefit in areas identified with the greatest housing needs and/or lowest incomes: Planning Areas 1,2,4,7,8,9,14, and 15. |
| 9  | <b>Project Name</b>  | HOME Champaign County Neighborhood Revitalization   |
|    | <b>Target Area</b>   |   |
|    | <b>Goals Supported</b>   | Provide decent affordable housing opportunities   |
|    | <b>Needs Addressed</b>   | Affordable Housing<br>Homeless Prevention & Services  |
|    | <b>Funding</b>   | HOME: \$87,542  |
|    | <b>Description</b>   | Funds will be used to support the neighborhood revitalization activities undertaken by the Champaign County Regional Planning Commission, including Tenant Based Rental Assistance  |
|    | <b>Target Date</b>   | 6/30/2020   |
|    | <b>Estimate the number and type of families that will benefit from the proposed activities</b> | low to moderate income individuals and households in Champaign, Urbana, and unincorporated areas of Champaign County, will benefit from this program.   |
|    | <b>Location Description</b>  |   |
|    | <b>Planned Activities</b>  | Funds will be used to support the neighborhood revitalization activities undertaken by the Champaign County Regional Planning Commission, including Tenant Based Rental Assistance  |
| 10 | <b>Project Name</b>  | Tenant Based Rental Assistance  |
|    | <b>Target Area</b>   | Urbana Consortium-wide Area   |
|    | <b>Goals Supported</b>   | Provide decent affordable housing opportunities   |

|           |  |   |
|-----------|--|---|
|           | <b>Needs Addressed</b>   | Affordable Housing<br>Homeless Prevention & Services  |
|           | <b>Funding</b>   | HOME: To Be Determined  |
|           | <b>Description</b>   | Funds will be used to support various TBRA programs in the Consortium area.   |
|           | <b>Target Date</b>   |   |
|           | <b>Estimate the number and type of families that will benefit from the proposed activities</b> | low to moderate income households will benefit from the proposed activity.  |
|           | <b>Location Description</b>  | Urbana HOME Consortium-wide   |
|           | <b>Planned Activities</b>  | Funds will be used to support various TBRA programs in the Consortium area.   |
| <b>11</b> | <b>Project Name</b>  | HOME CHDO Operating   |
|           | <b>Target Area</b>   | Urbana Consortium-wide Area   |
|           | <b>Goals Supported</b>   |   |
|           | <b>Needs Addressed</b>   |   |
|           | <b>Funding</b>   | HOME: \$36,782  |
|           | <b>Description</b>   | Funds will be used to support the projects undertaken within the Consortium-wide area by Community Development Housing Organizations. |
|           | <b>Target Date</b>   | 6/30/2020   |
|           | <b>Estimate the number and type of families that will benefit from the proposed activities</b> | Four families will have the opportunity for homeownership   |
|           | <b>Location Description</b>  |   |
|           | <b>Planned Activities</b>  | Funds will be used to support the projects undertaken within the Consortium-wide area by Community Development Housing Organizations. |

## **AP-50 Geographic Distribution - 91.420, 91.220(f)**

### **Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed**

Assistance will be targeted in the City of Urbana's Community Development Target Area, which includes Census Tracts 53, 54, 55 and 56 Block Group 1.

### **Geographic Distribution**

| <b>Target Area</b>                      | <b>Percentage of Funds</b> |
|---|----------------------------|
| CENSUS TRACT NUMBERS 53, 54, 55, AND 56 | 70                         |
| City of Urbana                          | 10                         |
| Urbana Consortium-wide Area             | 10                         |
| Bristol Park Neighborhood Plan Area     | 10                         |

**Table 5 - Geographic Distribution**

### **Rationale for the priorities for allocating investments geographically**

CDBG funds will be targeted to these census tracts, HOME funds will be targeted in low income neighborhoods throughout the Urbana HOME Consortium, including the previously mentioned census tracts.

### **Discussion**

## Affordable Housing

### AP-55 Affordable Housing - 91.420, 91.220(g)

#### Introduction

The City of Urbana will use its HOME funds to support its Neighborhood Revitalization program activities, including: Down Payment Assistance, Acquisition-Rehab, Purchase-Rehab-Resale, Rental Rehab, , New Construction activities, Tenant Based Rental Assistance (TBRA), Owner-Occupied Rehabilitation, Lot Acquisition/Demolition, and/or other programs currently under development or may be proposed that further the affordable housing goals and mission of the City, Council, and the Grants Management Division. Programs must comply with applicable local, state and federal regulations, including but not limited to HOME regulations. The City of Champaign will use its HOME funds to support redevelopment projects and other programs such as the FHIP program.

| <b>One Year Goals for the Number of Households to be Supported</b> |     |
|--|-----|
| Homeless   | 24  |
| Non-Homeless   | 200 |
| Special-Needs  | 100 |
| Total  | 324 |

**Table 6 - One Year Goals for Affordable Housing by Support Requirement**

| <b>One Year Goals for the Number of Households Supported Through</b> |     |
|--|-----|
| Rental Assistance  | 24  |
| The Production of New Units  | 185 |
| Rehab of Existing Units  | 3   |
| Acquisition of Existing Units  | 5   |
| Total  | 217 |

**Table 7 - One Year Goals for Affordable Housing by Support Type**

#### Discussion

Not applicable.

## **AP-60 Public Housing - 91.420, 91.220(h)**

### **Introduction**

The Urbana HOME Consortium and the City of Urbana Annual Action Plan for FY 2019-2020 identifies activities that are planned to be implemented by the City of Urbana and the members of the Urbana HOME Consortium during the period beginning July 1, 2019 and ending June 30, 2020. This Annual Action Plan budgets the use of two federal housing entitlement funds, Community Development Block Grant (CDBG) and the HOME Investment Partnerships (HOME) Program. The Annual Action Plan for FY 2019-2020 was developed to further five-year strategies identified in the *City of Urbana and Urbana HOME Consortium Consolidated Plan for Program Years 2015-2019*. The Annual Action Plan identifies activities that will be undertaken by the City of Urbana and the Urbana HOME Consortium during the fifth year of the five-year Consolidated Plan period.

The CDBG portion of the AAP identifies the planned uses of CDBG entitlement funds by the City of Urbana for FY 2019-2020. The HOME portion of the AAP identifies uses of HOME funds by members of the Urbana HOME Consortium. The members of the Urbana HOME Consortium (a.k.a. the Champaign/ Urbana/Champaign County HOME Consortium) are the City of Urbana, the City of Champaign, and Champaign County. The AAP was on file for public review and comment during the period beginning March 22, 2019 through April 22 2019. On March 26, 2019, the City held a public hearing to obtain comments regarding the draft AAP. The hearing was held at 6:00 p.m. in the Council Chambers of the Urbana City Building, 400 South Vine Street, Urbana, IL, before the regular meeting of the Urbana Community Development Commission. All comments received at the hearing, as well as other written comments submitted during the public review period, will be included in the AAP.

For more information regarding the City of Urbana's use of CDBG or HOME funds, contact Sheila Dodd, Manager, Grants Management Division, at 217-384-2447 or by email at [sedodd@urbanaininois.us](mailto:sedodd@urbanaininois.us). For more information regarding use of CDBG or HOME funds in the City of Champaign, contact Jennifer Carlson, Neighborhood Programs Manager, City of Champaign, Neighborhood Services Department, at 217-403-7070. The Neighborhood Services Department email address is [NeighborhoodServices@ci.champaign.il.us](mailto:NeighborhoodServices@ci.champaign.il.us). For more information regarding use of HOME funds in Champaign County, contact Lisa Benson, Social Services Director, Champaign County Regional Planning Commission, at 217-328-3313 or by email at [lbenson@ccrpc.org](mailto:lbenson@ccrpc.org).

### **Actions planned during the next year to address the needs to public housing**

The Housing Authority of Champaign County (HACC) is a Moving to Work (MTW) organization. This innovative approach to housing takes into account the impact work has on an individual, his or her personal growth, as well as an ability to provide for themselves and any other members of the household. Able-bodied public housing residents are required to work a minimum of 20 hours a week, and case management is provided to assist tenants in the job search process. Moving to Work (MTW) is a demonstration that provides a limited number of Public Housing Authorities with the ability to design and test innovative approaches tailored to their communities, using federal dollars more efficiently, providing increased support for families to become

economic self-sufficient, and increasing housing choice for low income households. The broad flexibility to waive statute and regulations allows HACC to better serve and house residents while streamlining internal operations.

The seven-member HACC Board of Commissioners consists of two commissioners appointed by each of the Cities of Urbana and Champaign, an appointee that rotates between the two cities called a “floating” appointee, a commissioner appointed by the Champaign County Board, and a commissioner appointed from among residents of the HACC properties. The City will work with the HACC towards the redevelopment of Lierman Avenue complex; a developer has been selected for the site. The City will also continue to work with the HACC to develop collaborative measures to further each organization's programmatic goals in the community regarding affordable housing initiatives.

**Actions to encourage public housing residents to become more involved in management and participate in homeownership**

The HACC recently started a revised homeownership program in partnership with Habitat for Humanity of Champaign County. Habitat is a certified Community Housing Development Organization (CHDO) for the Urbana HOME Consortium. The Consortium will seek ways to continue to support Habitat, which will in turn further the homeownership goals set by the HACC for its public housing residents seeking to transition into homeownership.

**If the PHA is designated as troubled, describe the manner in which financial assistance will be provided or other assistance**

The Housing Authority of Champaign County is not designated as a troubled PHA.

**Discussion**

The City of Urbana has received comments from the community at large and City Council regarding the need to specifically address homeless youth (K-12)/student homelessness, in addition to addressing overall homelessness involving chronically homeless individuals/families, families with children, veterans and their families, and unaccompanied youth. Staff will work with agencies involved in the Champaign County Continuum of Service Providers to the Homeless to address this issue of homeless youth in our community.

## **AP-65 Homeless and Other Special Needs Activities - 91.420, 91.220(i)**

### **Introduction**

The Champaign County Continuum of Service Providers to the Homeless(CoC) surveys homeless person in Champaign County each January as required by HUD, in an effort to count the number of homeless individuals and families, to better understand the causes of homelessness and to plan services that will effectively address the needs of this population. In summary, the 2019 Point-In-Time survey reported that Champaign County had approximately 152 homeless individuals including 104 in emergency shelter and 46 in transitional housing units.

### **Describe the jurisdictions one-year goals and actions for reducing and ending homelessness including Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs**

Priority will be given to programming that meets the needs of the chronic homeless population. However, of the chronic homeless population, priority will not be given to new projects at the expense of undermining the current homeless services provided by existing area organizations. The Champaign County Continuum of Service Providers to the Homeless has created a centralized intake system to assist persons experiencing homelessness find the services they need. Currently, the Champaign Co Regional Plan Commission is working to fulfill that role. As a subsidiary of Partnering Against Homelessness, the Champaign-Urbana Canteen Run works with the Salvation Army to operate a Canteen truck that drives throughout Champaign-Urbana with the purpose of offering food, drinks, blankets, and clothing, as well as information about homeless service agencies, to anyone in need. This service is an important outreach strategy with regards to the unsheltered and chronically homeless populations.

### **Addressing the emergency shelter and transitional housing needs of homeless persons**

The United Way and other members of the Emergency Family Shelter Steering Committee, which includes the City of Urbana, has partnered with the Housing Authority of Champaign County to rehabilitate a former Urban Park Place apartment complex into an Emergency Family Shelter. The City of Urbana maintains a Transitional Housing Program for Homeless Families with Children; the program works with homeless families by providing support and referrals so that they can become self-sufficient. City of Urbana staff is working with the Shelter Design Team in Champaign County to provide shelter for women with children.

### **Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again**

In the most recent point in time survey data available of homeless persons in Champaign County (January 2019), 19 households with children were identified (10 emergency and 9 transitional sheltered), made up of 70



individuals (40 emergency and 30 transitional sheltered) of whom 47 (26 emergency and 21 transitional sheltered) were children under the age of 18. Six persons age 18-24 were identified as sheltered (4 emergency and 2 transitional), and 17 identified as over age 24 (10 emergency and 7 transitional sheltered). Transitional homelessness occurs when a housing crisis (i.e. loss of job, domestic violence) temporarily renders an individual or family homeless. When homeless services are provided, these persons usually are able to locate and obtain another stable housing situation through Centralized Intake.

Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); or, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs.

The Champaign County Continuum of Care seeks to address homelessness at each stage of homelessness through prevention, outreach and assessment, emergency shelters and services, transitional housing, and helping homeless persons make the transition to permanent housing and independent living. There is a wide array of services provided in the community that help coordinate these efforts throughout Champaign County.

## **Discussion**

The City of Urbana has received comments from the community at large and City Council regarding the need to specifically address homeless youth (K-12)/student homelessness, in addition to addressing overall homelessness involving chronically homeless individuals/families, families with children, veterans and their families, and unaccompanied youth. Staff will work with agencies involved in both the Champaign County Continuum of Service Providers to the Homeless to address this issue of homeless youth in our community.

## **AP-75 Barriers to affordable housing -91.420, 91.220(j)**

### **Introduction**

Barriers to affordable housing are largely financial. The need for affordable housing units far outweighs funding available to construct or subsidize those units. In addition to financial gaps, other social aspects play a role in an individual or family's ability to secure affordable housing, including mental illness, unemployment, drug and/or alcohol addictions, as well as criminal record. Residents seeking assistance from the Housing Authority of Champaign County must have a clean criminal record over the past five years. This policy is imposed at a federal level and cannot be amended. Persons or families affected with a criminal history often cannot secure housing in the larger metropolitan area and are forced to seek housing in outlying areas that may be more relaxed regarding background and credit checks, however, transportation may be an issue.

### **Actions it planned to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment**

The cost of housing within the Consortium is not significantly affected by local public policies. The City of Champaign, the City of Urbana, and Champaign County have policies on taxation, land use, zoning, building codes, fees, etc., that are conventional and similar to other downstate Illinois and Midwest communities. Housing costs are influenced by the large number of transient tenants and homebuyers who are attending the University of Illinois. This high demand for housing has resulted in increased housing costs, especially in the rental housing market.

One significant program change that the City of Urbana will be implementing regarding its owner-occupied housing rehabilitation program is the lien structure imposed on participants receiving assistance. The program formerly operated as a deferred loan program that was not forgiven until sale transfer. This often resulted in liens that remained on a property for upwards of 20 years. Some residents aging out of housing may have been burdened by the lien, or those inheriting properties had to pay the lien to receive clear title. As such, the program is being restructured to allow the lien to be forgiven after a set amount of time, such as five or ten years. This will ensure that the low-income household receives the benefit of the investment but is not burdened by long-term secondary financing.

### **Discussion**

Ways that barriers to affordable housing are being addresses is through the Tenant Based Rental Assistance (TBRA) program, as well as the Shelter Plus Care program administered by the Champaign County Regional Planning Commission, which assists hard to serve homeless individuals with disabilities and their families. These individuals primarily include those with serious mental illness, chronic problems with alcohol and/or drugs, and HIV/AIDS or related diseases.

## **AP-85 Other Actions - 91.420, 91.220(k)**

### **Introduction**

This section describes any actions to be undertaken by the City of Urbana that will further the goals of the Consolidated Plan and Annual Action Plans.

### **Actions planned to address obstacles to meeting underserved needs**

The communities within the Consortium face numerous obstacles to meeting underserved needs. These include, but are not limited to, the following: (1) Limited Financial Resources. This is the core obstacle to meeting all underserved needs. It is unlikely that there will ever be enough funding to address all housing and community development needs in the community. Funding at levels of government for many community development initiatives increases the difficulty of meeting underserved needs; and (2) Success in Providing Social Services. The City of Urbana and the greater community have been very successful in developing social service assistance programming. The provision of such quality services can result in persons requiring such services migrating to the community to consume these services and programs. With this continued influx of new persons in need, it becomes increasingly difficult to meet an ever-increasing demand.

### **Actions planned to foster and maintain affordable housing**

The City of Urbana will continue to partner with developers, as well as the Housing Authority of Champaign County, to redevelop housing units that are in need of repair or replacement. This includes assisting developers with tax credit applications, environmental reviews of the project, and the possibility of providing funds. The City of Urbana and Urbana HOME Consortium will also continue to work with Habitat for Humanity, to provide funding and properties for affordable housing units.

### **Actions planned to reduce lead-based paint hazards**

The City of Urbana will continue to seek funding opportunities to address lead hazards that are outside the scope of our other programs as funding arises, as well as continue to use Lead Safe Practices in implementing its various rehabilitation activities.

### **Actions planned to reduce the number of poverty-level families**

The Tenant Based Rental Assistance programs in the Consortium area are targeted towards persons who are below the poverty-level. The combination of self-sufficiency case management and stable housing is intended to

assist households in escaping poverty. Staff will evaluate these programs for their effectiveness during the Annual Action Plan year.

### **Actions planned to develop institutional structure**

Urbana staff work to foster creative ideas for improving the institutional structure that is part of a larger, more holistic network of services that benefit low-income households. By supporting various social service agencies through staff participation on the Continuum of Service Providers to the Homeless and through the City's Consolidated Social Service Funding process, the City of Urbana plays a role in developing programmatic improvements that will further the impact of these services in the community.

### **Actions planned to enhance coordination between public and private housing and social service agencies**

Urbana staff regularly attend board meetings for the Housing Authority of Champaign County. The City also maintains an active presence on the Continuum of Care Executive Committee, offering assistance with various reporting and application systems inherent to the successful delivery of the Continuum of Care network. The City hosts a public hearing each year specifically for social service agencies in order to gauge the evolving needs in the community and in/within the service network.

### **Discussion**

The City of Urbana is in the process of completing an Analysis of Impediments to Fair Housing/Assessment of Fair Housing report with other PHAs and Entitlement Communities in the Champaign/Ford/Piatt Counties (Champaign MSA). The purpose of the Analysis of Impediments to Fair Housing Choice (AI) is to address barriers to fair housing within the Urbana community. To meet the requirements of the Civil Rights Act of 1968 and the Housing and Community Development Act of 1974, any community receiving entitlement funding is required to submit certification of its efforts to affirmatively further fair housing. The last Analysis of Impediments to Fair Housing Choice (AI) was developed in 2010, and much has changed since then. This report serves as a summary of the most recent analysis performed by the Grants Management Division and is followed by recommendations for future actions needed to remove these barriers. As a recipient of Community Development Block Grant (CDBG) and HOME Investment Partnership Program funds, the City of Urbana will perform the following tasks: (1) Conduct an analysis to identify impediments to fair housing choice within the jurisdiction, (2) Take appropriate actions to overcome the effects of any impediments identified, and (3) Maintain records reflecting the analysis and actions in this regard.

## Program Specific Requirements

### AP-90 Program Specific Requirements - 91.420, 91.220(I)(1,2,4)

#### Introduction

N/A

#### Community Development Block Grant Program (CDBG) Reference 24 CFR 91.220(I)(1)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

|  |          |
|--|----------|
| 1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed  | 0        |
| 2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan. | 0        |
| 3. The amount of surplus funds from urban renewal settlements  | 0        |
| 4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan   | 0        |
| 5. The amount of income from float-funded activities   | 0        |
| <b>Total Program Income:</b>   | <b>0</b> |

#### Other CDBG Requirements

|   |        |
|---|--------|
| 1. The amount of urgent need activities   | 0      |
| 2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan. | 80.00% |

#### HOME Investment Partnership Program (HOME) Reference 24 CFR 91.220(I)(2)

1. A description of other forms of investment being used beyond those identified in Section 92.205 is as follows:

The Urbana HOME Consortium will not be carrying out activities outside of those described in Section 92.205 in the 2019-2020 Fiscal Year.

2. A description of the guidelines that will be used for resale or recapture of HOME funds when used for homebuyer activities as required in 92.254, is as follows:

For HOME assisted projects that do not include direct buyer assistance, a resale restriction will be used, to be in effect for the duration of the affordability period. The affordability period is based on the amount of HOME assistance provided to the project. A land use restriction, mortgage, and promissory note shall be recorded against the title to the property. Each of these documents will include a provision restricting the sales price such that it must be “affordable” to low-income buyers. In this instance, the affordable price results in a monthly housing cost for principal, interest, taxes and insurance of not more than 30% of the gross monthly income for a household below 80% of the area median income for the Champaign County Area.

The term “low-income buyer” has an annual income, as adjusted for family size, that is less than or equal to eighty percent (80%) of the area median income (as defined by HUD) for the Champaign County area. The owner shall receive a fair return on his/her investment. The sales price may encompass the cost of any home investment documented with receipts, which can be defined as, but is not limited to, any additions to the home such as a bedroom, bathroom, or garage, replacement of heating, ventilation, or air conditioning systems, accessibility improvements such as bathroom modifications for disabled or elderly which were not installed through a federal, state, or locally-funded grant program, or outdoor improvements such as a new driveway, walkway, retaining wall, or fence.

3. A description of the guidelines for resale or recapture that ensures the affordability of units acquired with HOME funds? See 24 CFR 92.254(a)(4) are as follows:

For HOME-assisted, homeownership units, wherein HOME funds are utilized to provide direct assistance to the homebuyer, net proceeds from the sale must provide the original homebuyer, now the home seller, a “fair return” on his/her investment (including any down payment and capital improvement investment made by the seller since purchase). The table in the attached City of Urbana Resale and Recapture Guidelines for HOME Program Activities provides for the minimum terms of affordability based on the amount of direct assistance provided to the homebuyer. The period of affordability shall commence from the date the activity is identified as “completed” in HUD’s Integrated Disbursement Information System (IDIS).

Subject to recapture are the HOME funds that are invested in a HOME assisted unit, as a direct subsidy to the homebuyer. The subsidy could include down payment assistance and the amount of each subsidy would be a minimum of \$1,000 and differ per each homebuyer. The City will reduce the HOME investment amount to be recaptured from the Net Proceeds on a prorated basis for the time the Homeowner has owned and occupied the housing measured against the remaining years in the required Affordability Period. The prorated basis is as follows: (1) First Year - 90% of HOME investment from available Net Proceeds, (2) Second Year - 70% of HOME investment from available Net Proceeds, (3) Third Year - 50% of HOME investment from available Net Proceeds, (4) Fourth Year - 30% of HOME investment from available Net

Proceeds, and (5) Fifth Year - 10% of HOME investment from available Net Proceeds.

The amount of recapture funds are subject to the availability of Net Proceeds available from the resale of the property. The term "Net Proceeds" shall mean the proceeds as indicated upon a closing settlement statement of the net amount to be paid to the seller. In the event that no such statement exists, "Net Proceeds" shall mean the amount equal to the sales price (X) minus any superior private debt (Y) and minus any reasonable closing costs (Z), as determined by the City, including, but not limited to, title insurance, recording fees, Realtor's commissions or property taxes. A complete description of the recapture and resale provisions is found in the attached Resale and Recapture Guidelines for HOME Program Activities. The City of Urbana, Urbana HOME Consortium members, and designated Community Housing Development Organizations agree that, to the extent allowable by law, to secure the HOME funds, an agreement with the homebuyer, as well as a mortgage and promissory note, as applicable, shall be executed for any HOME funded homeownership property. Each document will include the prescribed net sales proceeds provisions for the recapture of HOME funds as outlined in the mortgage and promissory note that are recorded against the title to the property.

4. Plans for using HOME funds to refinance existing debt secured by multifamily housing that is rehabilitated with HOME funds along with a description of the refinancing guidelines required that will be used under 24 CFR 92.206(b), are as follows:

Refinancing of a project may occur only if specifically authorized in an approved Annual Action Plan, and then only if conditions of the refinancing are clearly stated in the Plan. To be eligible for refinancing a project must meet the following conditions: (1) Refinancing cannot be the primary purpose of the HOME investment. Refinancing is only appropriate when HOME funds are loaned to rehabilitate the property for which refinancing is being requested and then only when necessary to permit or ensure continued affordability.

To demonstrate that rehabilitation is the primary activity for which HOME funds have been expended in connection with the property, at least \$5,000 per unit average in HOME funds must have been provided for rehabilitation of the property, (2) The project sponsor requesting HOME funds for debt refinancing must demonstrate, and the Consortium must confirm, that disinvestment in the property has not occurred, long-term needs of the project can be met through the refinancing, and servicing the targeted population over an extended affordability period is feasible, (3) Refinancing may be approved either to maintain current affordable units or to create additional affordable units, (4) Properties for which refinancing is approved may be located anywhere within the corporate limits of the Consortium members, (5) Properties for which refinancing is approved are subject to an affordability period of at least 15 years starting on the date the refinancing is closed, (6) HOME funds cannot be used to refinance multiple-family loans made or insured by any other federal program, including but not limited to, the Community Development Block Grant Program.

**Citizen Participation Comments**

**ANNUAL ACTION PLAN FY 2019-2020  
PUBLIC HEARING**

**Tuesday, January 8, 2019, 6:00 P.M.  
Crystal View Townhomes Community Center, 102 E. Stebbins Dr., Urbana**

**Minutes**

Present: Sheila Dodd, Danis Pelmore, Community Development Services Department, City of Urbana.

Others Present: Jemiyah Beard, Mary's Master Cleaning Service  
Maurice Jake, HVAC Contractor

Notice of this public hearing was emailed to the media, various social service agencies, and citizens on December 27, 2018. Notice of this public hearing was also placed on the City's website on December 27, 2018.

Ms. Dodd called the public hearing to order at 6:00 p.m. The purpose of this public hearing is to provide an opportunity for the public to provide input and comments regarding the proposed City of Urbana and Urbana HOME Consortium Annual Action Plan for Fiscal Year 2019-2020.

Ms. Beard stated she is a Section 3 contractor working on the Bristol Park Project in the City of Champaign. She encouraged the City to provide opportunities for Section 3 residents and contractors to do business within the community.

Mr. Jake stated he is a Heating Ventilation Air Conditioning contractor who would like to work on City projects. Ms. Dodd requested Mr. Jake contact Randy Burgett at the City to get his name added to the contractor's list.

Ms. Beard requested the community expand the opportunities for Section 3 contractors and provide job training programs for contractors as well.

Seeing no further comments, Ms. Dodd closed the public hearing at 7:22 p.m.

Respectfully Submitted,



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Sheila Dodd, Manager  
Grants Management Division



**ANNUAL ACTION PLAN FY 2019-2020  
PUBLIC HEARING**

**Monday, January 7, 2019, 12:00 P.M.  
Urbana City Building Council Chamber, 400 S Vine St., Urbana**

**Minutes**

Present: Sheila Dodd Community Development Services Department, City of Urbana.

Others Present: Jennifer Carlson City of Champaign, Janel Gomez City of Champaign, Lisa Benson Regional Plan Commission, Donna Camp Parkland College Adult Ed, Jessica McCann Crisis Nursery, Natasha Mables The Salvation Army, Lily Wilcock City of Urbana, Michelle Stallmeyer and Alyssa Jaje, Habitat for Humanity of Champaign County

Notice of this public hearing was emailed to the media, various social service agencies, and citizens on December 27, 2018. Notice of this public hearing was also placed on the City's website on December 27, 2018.

Ms. Dodd called the public hearing to order at 12:00 p.m. The purpose of this public hearing is to provide an opportunity for the public to provide input and comments regarding the proposed City of Urbana and Urbana HOME Consortium Annual Action Plan for Fiscal Year 2019-2020.

Michelle Stallmeyer mentioned that Habitat for Humanity has noticed a large increase in qualified candidates interested in affordable homeownership opportunities and is thankful for the funding received from the Urbana HOME Consortium.

Seeing no further comments, Ms. Dodd closed the public hearing at 12:27p.m.

Respectfully Submitted,



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Sheila Dodd, Manager  
Grants Management Division

**Target Area Map:**

**Urbana HOME Consortium  
Resale and Recapture Guidelines for  
HOME Program Activities**

The Urbana HOME Consortium will use HOME Investment Partnerships Program funds to provide housing for low-income persons. The forms of funding used to assist homebuyers and/or developers include: down payment assistance, development subsidies, or some combination of these methods. The Consortium will use the Recapture method of insuring affordability for all homebuyer activities in which direct HOME funds assistance is provided. The Consortium will use the Resale provision of insuring affordability when direct HOME funds assistance is not provided. Only one method shall be utilized for each project, the Recapture method is only allowed when there is direct HOME funds assistance provided.

***Recapture Provisions***

Subject to recapture are the HOME funds that are invested in a HOME assisted unit, as a direct subsidy to the homebuyer. The subsidy could include down payment assistance and the amount of each subsidy would be a minimum of \$1,000 and differ per each homebuyer. The minimum length of affordability is based on the total direct HOME funds assistance provided:

| Total HOME Subsidy per unit | Minimum period of Affordability |
|-----------------------------|---------------------------------|
| Under \$15,000              | 5 Years                         |
| \$15,000 to \$40,000        | 10 Years                        |
| Over \$40,000               | 15 Years                        |

**Affordability Requirements for the HOME Program**

The period of affordability shall commence from the date the activity is identified as “completed” in HUD’s Integrated Disbursement Information System (IDIS).

The Recapture Provisions are as follows:

- The Affordability Period shall be based on the total direct HOME subsidy to the homebuyer and does not take into account a development subsidy provided on the unit.
- The buyer must be purchasing the home to use as a principal residence. In other words, the buyer must intend to live in the home for the entire affordability period and not be buying the home for any other purpose, such as investment or rental property.
- Enforcement Mechanisms – Recapture provisions shall be detailed within each program written agreement between the homebuyer and a Consortium entity and enforced through a mortgage, promissory note, and homebuyer agreement filed with the Champaign County Recorder’s Office. The Urbana HOME Consortium members and designated Community Housing Development Organizations agree that, to the extent allowable by law, to secure the HOME funds, an agreement with the homebuyer, as well as a mortgage, and promissory note, shall be executed for any HOME funded homeownership property. Each document will include the prescribed net sales proceeds provisions for the recapture of HOME funds. The mortgage, promissory note, and homebuyer agreement are to be recorded against the title to the property.
- The requirements within shall be triggered upon sale or transfer of the HOME-assisted property. As listed below:

- In the event of a sale, conveyance or other transfer of the property, excluding any one or more of the following (each, a "Permitted Transfer"): any sale, conveyance or transfer
    - (A) to a spouse upon a dissolution of marriage, (B) to the surviving spouse upon the death of a joint tenant Owner, (C) by will, or (D) upon foreclosure or deed in lieu of foreclosure, provided however that there are no Net Proceeds from the foreclosure or deed in lieu of foreclosure or that the Consortium has received all or a portion of the funds from the Net Proceeds from the foreclosure or deed in lieu of foreclosure, then the Consortium shall receive a portion of the funds from the Net Proceeds.
- The Consortium will reduce the HOME investment amount to be recaptured from the Net Proceeds on a prorated basis for the time the Homeowner has owned and occupied the housing measured against the remaining years in the required Affordability Period. The prorated basis is as follows:
  - First Year - 90% of HOME investment from available Net Proceeds
  - Second Year - 70% of HOME investment from available Net Proceeds
  - Third Year - 50% of HOME investment from available Net Proceeds
  - Fourth Year - 30% of HOME investment from available Net Proceeds
  - Fifth Year - 10% of HOME investment from available Net Proceeds
- The amount of recapture funds are subject to the availability of Net Proceeds available from the resale of the property. The term "Net Proceeds" shall mean the proceeds as indicated upon a closing settlement statement of the net amount to be paid to the seller. In the event that no such statement exists, "Net Proceeds" shall mean the amount equal to the sales price (X) minus any superior private debt (Y) and minus any reasonable closing costs (Z), which are defined as including only the following: title search fees, state, county, and local transfer fees, recording fees, courier fees, and closing officer fees.
- Additionally, the assisted Homebuyer will agree within the Affordability Period, to not vacate and then lease the property. In the event that the Homebuyer should vacate and then lease the property within the Affordability Period, the Homebuyer agrees, upon written demand from the Consortium sent to the Homebuyer's last known address, to re-occupy the property within a reasonable time as determined by the Consortium and remain in the property until the expiration of the Affordability Period. If re-occupancy does not occur the Homebuyer agrees to repay the total amount of the HOME subsidy assistance to the Consortium. The repayment shall become due and payable upon the Consortium's demand.

**Resale Provisions**

Subject to Resale Provisions are the total HOME funds that are invested in a HOME-assisted unit in which no direct subsidy assistance is provided. The minimum length of affordability is based on the total HOME funds assistance provided:

| <b>Affordability Requirements for the HOME Program</b> |  |
|--|--|
| <b>Total HOME Subsidy per unit</b>                     | <b>Minimum period of Affordability</b> |
| Under \$15,000   | 5 Years                                |
| \$15,000 to \$40,000                                   | 10 Years                               |
| Over \$40,000  | 15 Years                               |

The period of affordability shall commence from the date the activity is identified as "completed" in HUD's Integrated Disbursement Information System (IDIS).

The Resale Provisions are as follows:

- The Affordability Period is based on the total amount of HOME funds invested in a property.
- The buyer must be purchasing the home to use as a principal residence. In other words, the buyer must intend to live in the home for the entire affordability period and not be buying the home for any other purpose, such as investment or rental property.
- Enforcement Mechanisms – Recapture provisions shall be detailed within each program written agreement between the homebuyer and the Urbana HOME Consortium and enforced through a Notice of Use Restriction filed with the Champaign County Recorder’s Office.
- Methods – The Resale option ensures that the HOME assisted unit remains affordable over the entire period of affordability. Resale Provisions must be used where there is no direct HOME funds assistance provided.
- The requirements within shall be triggered upon sale or transfer of the HOME assisted property. As listed below:
  - Within the Affordability Period, the Owner agrees to only sell, convey or otherwise transfer the property to a low-income buyer for a sales price that is affordable and provides a fair return on owner investment, excluding any one or more of the following (each, a “Permitted Transfer”): any sale, conveyance or transfer (A) to a spouse upon a dissolution of marriage, (B) to the surviving spouse upon the death of a joint tenant Owner, (C) by will to a low-income buyer, or (D) upon foreclosure or deed in lieu of foreclosure, provided however the Affordability Period has not expired and any resale of the property is to a low-income buyer who will occupy the property for the remainder of the Affordability Period.
- The term “low-income buyer” has an annual income, as adjusted for family size, that is less than or equal to eighty percent (80%) of the area median income (as defined by HUD) for the Champaign County area.
- For HOME assisted projects that do not include direct buyer assistance, a resale restriction will be used, to be in effect for the duration of the affordability period. The affordability period is based on the amount of HOME assistance provided to the project. A land use restriction shall be recorded against the title to the property. This document will include a provision restricting the sales price such that it must be “affordable” to low-income buyers. In this instance, the affordable price results in a monthly housing cost for principal, interest, taxes and insurance of not more than 30% of the gross monthly income for a household below 80% of the area median income for the Champaign County Area.
- For HOME-assisted, homeownership units, wherein HOME funds are not utilized to provide direct assistance to the homebuyer, net proceeds from the sale must provide the original homebuyer, now the home seller, a “fair return” on his/her investment (including any down payment and capital improvement investment made by the seller since purchase). The sales price may encompass the following in its formula:
  - The cost of any capital improvements, documented with receipts including ~~but not limited to~~ only the following:
    - Any additions to the home such as a bedroom, bathroom, or garage;
    - Wholesale Replacement of heating, ventilation, and air conditioning systems;
    - Accessibility improvements such as bathroom modifications for disabled or elderly which were not installed through a federal, state, or locally-funded grant program; and
    - Outdoor improvements such as a new driveway, walkway, retaining wall, or fence.

- The increase in the value of owner equity and investment as calculated by the cumulative percentage of change which is calculated by the Housing Price Index (HPI) calculator of the Federal Housing Finance Agency (X) plus 1.00 times the total owner investment at time of purchase (Y) plus the documented improvements as described above (Z).
  - (Example - Home purchased in 2000 for \$50,000. The HPI for 2000-2004 stayed the same at +.03 for each year, which calculates to a cumulative percentage of .12. To calculate "fair return" one must multiply  $\$50,000 \times 1.12 = \$56,000$ , plus the documented improvements of \$4,000 would total \$60,000. The "fair return" to the seller would be the increase in value of \$60,000, minus the original investment of \$50,000 to equal a \$10,000 fair return.)
- Additionally, the assisted Homebuyer will agree within the Affordability Period, to not vacate and then lease the property. In the event that the Homebuyer should vacate and then lease the property within the Affordability Period, the Homebuyer agrees, upon written demand from the Consortium sent to the Homebuyer's last known address, to re-occupy the property within a reasonable time as determined by the Consortium and remain in the property until the expiration of the Affordability Period. If re-occupancy does not occur the Homebuyer agrees to repay the total amount of the HOME subsidy assistance to the Consortium. The repayment shall become due and payable upon the Consortium's demand.