



DEPARTMENT OF COMMUNITY DEVELOPMENT SERVICES

Grants Management Division

m e m o r a n d u m

TO: Elizabeth H. Tyler, AICP, City Planner/Director

FROM: Bob Grewe, AICP, Manager-Grants Management Division

DATE: February 18, 2005

SUBJECT: Review of Draft Annual Action Plan for FY 2005-2006

Description

The City of Urbana, Grants Management Divisions has received Home Investment Partnership Act (HOME) and Community Development Block Grant (CDBG) applications for FY 2005-2006. Staff desires input and recommendations regarding the funding of these requests and ongoing Urbana programs that are outlined the Draft Annual Action Plan for FY 2005-2006.

Issues

The issue before the Community Development Commission (CDC) is to review and evaluate the CDBG and HOME applications and the Draft Annual Action Plan for FY 2005-2006.

The Commission is tasked with considering the merit of the proposed programs and how they relate to the goals and objectives outlined in the City of Urbana Consolidated Plan.

Background

Since October 2004, staff has been conducting a process for requesting applications for CDBG and HOME funding in a manner prescribed in the Consolidated Plan.

At the November 30, 2005 Community Development Commission regular meeting, staff provided the Commission members copies of the CDBG and HOME applications received and many of the applicants were present at this meeting to answer questions.

As part of the Annual Action Plan process, staff previously conducted public hearings to gather input on the proposed utilization of the City's CDBG and HOME funding. The following is a schedule of these previously held hearings:

NEIGHBORHOOD OPEN HOUSES/PUBLIC HEARINGS

- Tuesday, October 12, 2004, 7:00 - 9:00 PM
Prairie School Gym, 2102 E. Washington Street, Urbana

- Wednesday, October 13, 2004, 7:00 - 9:00 PM
Anita Purves Nature Center, 1505 N. Broadway Avenue, Urbana
- Thursday, October 14, 2004, 7:00 - 9:00 PM
King School Library, 1108 W. Fairview Avenue, Urbana

PUBLIC HEARINGS FOR NON-PROFIT AGENCIES AND ORGANIZATIONS

- Tuesday, October 19, 2004, 10:00 AM and 6:00 PM
City of Urbana Council Chambers, 400 S. Vine Street, Urbana

Staff also held applications workshops at 10:00 AM and 6:00 PM on October 20, 2004 at the Urbana City Office Building.

Staff has scheduled public hearings for 10:00 AM and 7:00 PM on **March 29, 2005** at the City Council Chambers for comments on the FY 2005-2006 Draft AAP and Five-Year Consolidated Plan. Staff will also publish a 30-day public comment period, which extends from March 8 to April 6, 2005.

As a part of the new Consolidated Plan, the Community Development (CD) Target Area is proposed to be expanded to address housing and community development concerns in parts of Southeast Urbana. The new census block groups are located in Census Tract 56 and include BG 1, BG 2, BG 3, and BG 4. A graphic depicting the new boundaries of Community Development Target Area is included toward the end of the Annual Action Plan.

Another significant change to the Annual Action Plan begins on page 11 under “g) Program Specific Requirements”. Staff has provided both options of resale or recapture for HOME funded projects. In the past, only resale was an option. By providing both, the Consortium members can choose the resale or recapture provision that best fits the circumstances of a particular HOME funded project.

Staff recommendations concerning the CDBG and HOME applications are summarized in the enclosed spreadsheet. This spreadsheet outlines the grant applications received and staff recommended funding amounts for each.

COMMUNITY DEVELOPMENT BLOCK (CDBG) GRANT PROGRAM

For FY 2005-2006, the City of Urbana’s CDBG allocation from HUD amounts to \$535,412. This is \$29,588 less than the \$565,000 allocated for FY 2004-2005. This is the second year that CDBG allocations have decreased. It is also worth noting that the President’s new budget for FY 2006 calls for dramatic reductions and reorganization of the CDBG Program.

The City’s CDBG revenues are enhanced by the availability of \$132,475 in un-obligated/recaptured funding and program income from prior years.

Total CDBG resources, including carryover projects, amounts to **\$1,176,887**.

The following is a summary of staff recommendations regarding the utilization of the Community Development Block Grant funds:

**City of Urbana
Administration
\$107,082**

Funding for administration is limited to 20% of the current CDBG allocation and 20% of the program income received in the program year. Reductions in overall CDBG funding have created a very tight administration line item. In order to maintain staffing and programming levels, a portion of staff salaries will be reallocated to the Program Delivery line item. Other administration line items are also reduced to stay within available budget resources.

**Neighborhood Organization Grant (NOG)
United Citizens and Neighbors (UCAN)
\$1,250**

Due to limitations on funding for administrative purposes, staff recommends that funding for this project be allocated from the Neighborhood Improvement Fund (NIF). This project would utilize the remaining funds in the account and allow the account to be closed.

**City of Urbana
Program Delivery
\$76,000**

These funds are used for personnel expenses more directly related to implementation of specific internal housing and community development programs. Most expenses are related to the implementation of the City's housing rehabilitation programs.

Funding is increased by \$12,000 to help cover the reduction in administration for staff salaries and increases in personnel costs. In defense of these costs, the City is extending the level of investment in their housing rehabilitation programs that require program delivery.

**City of Urbana
\$100,000
Emergency Grant/Access Grant/Get the Lead Out Match**

This Emergency Grant program supports affordable housing by making necessary emergency repairs that keep homes habitable. The Access Grant program helps persons with disabilities by providing access improvements to facilitate mobility. This year, staff plans to include the use of these funds to provide matching funds for the Get the Lead Out (GLO) Grant from the Illinois Department of Public Health. This grant will help eliminate lead hazards in eligible Urbana homes.

Funding is increased by \$20,000 from last year. Staff anticipates that additional marketing and focusing on areas of concern will help to utilize the additional funding.

**City of Urbana
\$20,000
Senior Repair Program**

This program is essential in helping to meet affordable housing needs of Urbana's seniors. Funding is used to make minor repairs which helps to provide safe and functional housing.

Funding is increased by \$5,000 from last year. Staff anticipates that additional marketing and

focusing on areas of concern will help to utilize the additional funding.

City of Urbana

\$53,000

Code Enforcement

Funding will pay for costs related to the enforcement of local building/safety codes in targeted areas of the City that are of concern and where efforts are in place to make investments to revitalize these areas. This is a new program initiative for utilizing CDBG funding. It is proposed in response to increased community concerns and requests for improved code enforcement.

City of Urbana

\$35,356

Clearance

Funding is designed to provide resources to address the removal of structures that create health and safety concerns. These efforts are related to code enforcement concerns, rather than property acquisition efforts.

PAID (not for profit agency)

\$8,000

Individual Development Accounts for Homebuyers

PAID stands for “Partnership Accounts for Individual Development”. The request would fund down-payment assistance for homebuyers in the PAID program. The suggested level of funding is nearly one-half of the amount requested. Staff understands that the City of Champaign may also make an investment in this project. Staff recommends that the purpose of the funding be limited to homebuyer assistance. Using funds for education or job training would necessitate that the funding be taken from the CDBG Public Service Fund, which does not have any surplus to allocate. The other eligible activity is to capitalize a small business. Staff is concerned about the investment risk and monitoring requirements associated with such projects.

Staff further recommends that the final funding amount should take into account the level of funding contributed by the City of Champaign.

City of Urbana

\$185,000

Improvements Supporting HomeBuild 2 (Sunset Drive)

This is a two-year project. Funds were budgeted last year in the amount of \$115,000, with plans to invest a similar amount this year. However, in the course of planning for the project, it was determined that additional costs would be incurred to purchase right-of-way for the street improvements. To cover these costs, an additional \$40,000 has been allocated to the project. The Urbana Public Works Department has indicated that the project estimate is nearly three years old and construction costs have increased. An additional \$30,000 has been added to the project budget to reflect these increased costs.

City of Urbana

\$10,000

Improvements for Harvey Street Area Sidewalks

This is a two-year project. Funds were budgeted last year in the amount of \$10,000, with plans

to invest a similar amount this year. The project construction activities will be included in the Sunset Drive improvements.

Frances Nelson Health Care Center

\$20,000

Development of New Health Care Center

Funding will be used to develop a new facility for the Frances Nelson Health Care Center. This level of funding is one-half of the amount requested.

Staff recommends that the final funding amount should take into account the level of funding contributed by the City of Champaign.

City of Urbana

Public Service Funding Programs

Funding for public service programs is limited to 15% of the current CDBG allocation and 15% of the prior year's program income. This provides total resources of \$83,448.

Programs to be funded from the Public Service Fund include the following:

Transitional Housing Program

Personnel \$30,248

Programming \$17,000

This level of funding provides for a \$1,248 increase from last year to account for utility increases, maintenance, etc.

Neighborhood Clean Up

\$9,000

Funding for this popular neighborhood clean up event was decreased in consideration of the lower bids received for the FY 2004-2005 Clean Up. Staff will monitor the Fall 2005 Clean-Up to determine if the volume of junk and debris is measurably increased due to the addition of four census tract block groups to the CD Target Area. If necessary the program budget will be amended to address increased costs.

Homeless Management Information System

\$3,000

Funding will be utilized to continue efforts to meet HUD's requirement that agencies involved in providing services to homeless persons track these investments in order to measure performance.

Consolidated Social Service Fund

\$24,200

Funding will be contributed to the City of Urbana and Cunningham Township's Consolidated Social Service Funding pool. CDBG eligible projects will be identified to utilize these funds.

HOME INVESTMENT PARTNERSHIP ACT (HOME) PROGRAM

For FY 2005-2006, the Urbana HOME Consortium allocation from HUD amounts to \$1,115,930. This is \$64,344 less than the \$1,180,274 allocated for FY 2004-2005.

The HOME revenues are enhanced by the availability of \$24,508 in un-obligated administration funding, \$25,626 in Community Housing Development Organization (CHDO) funding from prior years, and \$47,151 American Dream Downpayment Assistance Funding.

Including the Consortium required 25% match (which amounts to \$207,076), total Urbana HOME Consortium resources available for FY05-06 amount to **\$1,420,291**.

The following is summary of staff recommendations regarding the utilization of the Home Investment Partnership Act (HOME) funds:

City of Urbana

\$117,319

City of Champaign

\$14,086

Champaign County

\$4,695

Administration Total

\$136,100

These funds will be used for personnel and administrative functions related to the HOME program.

Urban League of Champaign County Development Corporation

\$111,070 Total Funding (\$88,856 HOME CHDO 15%; \$22,214 Match Provided By CHDO)

Lease-Purchase Program (4 units)

The Urbana HOME Consortium recognizes Urban League as a CHDO. As such, they are eligible for CHDO 15% set-aside funds

This funding request is somewhat revised from Urban League's previous lease-purchase projects. Urban League's new model for their Lease-Purchase Program is to invest up to \$20,000 per house, rather the previous \$14,999 limit. This will allow Urban League to address any code deficiencies in the home. These additional resources for rehabilitation expenses may provide Urban League Lease-Purchase clients with a greater number of homes to consider purchasing, since they will not have to meet code at the seller's expenses.

As requested by the City, the increase in funding will also provide that the affordability period for the units assisted will increase from five (5) years to ten (10) years.

Homestead Corporation

\$130,200 (\$104,160 HOME CHDO 15%; \$26,040 Match Provided by CHDO)

Rental Housing Program Development

Funding will be utilized to help develop additional affordable rental units that would serve as replacements units for Lakeside Terrace. This project is identified in the Lakeside Terrace Redevelopment Plan. The Redevelopment Plan notes that Homestead Corporation will create 33 scattered site rental units over a 3-year period. This project is the initial phase that will create 11 new rental-housing units for extremely low-income households. These rental units will be identified as replacement units for those anticipated to lost when Lakeside Terrace units are taken off line. Since this initiative is new and contingent on other resources being available -- such as Project-Based Section 8 Vouchers -- the project funding has been divided into two

phases. This same phased approach can be carried forward into the development agreement with Homestead. The concept is to reserve funding until it is certain that this new rental development initiative is viable.

Phase I.

\$54,619 (\$43,695 HOME; \$10,924 Match Provided by CHDO)

Phase II

\$54,619 (\$43,695 HOME; \$10,924 Match Provided by CHDO)

This funding will be combined with City of Urbana HOME funding (\$42,613) for a total budget of \$172,813.

Homestead Corporation

\$30,797

CHDO Operating Funds

The Urbana HOME Consortium recognizes Homestead Corporation as a CHDO. As such, they are eligible for a portion of the 5% of the HOME funds set-aside for CHDO operating funds, if they continue to work on HOME funded projects. Homestead meets this requirement.

Consortium staff has discussed the potential that CHDO Operating Funds might not be available in future years. Should HUD HOME Program experience significant budget reductions, the Consortium may find it necessary to use the 5% of HOME funds for other priority projects. The 5% allocation for CHDO Operating Funds is voluntary and is not a requirement.

Urban League Development Corporation of Champaign County

\$25,000

CHDO Operating Funds

The Urbana HOME Consortium recognizes Urban League Development Corporation as a CHDO. As such, they are eligible for a portion of the 5% of the HOME funds set-aside for CHDO operating funds, if they continue to work on HOME funded projects. Urban League meets this requirement.

Consortium staff has discussed the potential that CHDO Operating Funds might not be available in future years. Should HUD HOME Program experience significant budget reductions, the Consortium may find it necessary to use the 5% of HOME funds for other priority projects. The 5% allocation for CHDO Operating Funds is voluntary and is not a requirement.

City of Urbana

\$112,000

Owner Occupied Rehabilitation Program (4 units)

This program is fundamental part of the Grants Management Division. The Owner Occupied Rehabilitation Program provides an essential tool to maintain Urbana's stock of affordable housing and to improve/stabilize neighborhoods. The program also creates a core competency within the Grants Management Division staff to engage in housing rehabilitation programming and obtain additional housing resources such as Federal Home Loan Bank, Illinois Housing Development Authority and Federal Home Loan Bank funds. This level of funding is increased from last year to provide an additional rehabilitation project.

City of Urbana

\$74,000

Program Delivery

Funding is increased by \$9,000 to help cover the reduction in administration for staff salaries and increases in personnel costs. To justify these costs, the City is extending the level of investment in their housing rehabilitation programs to ensure the required program delivery is successful.

City of Urbana

\$33,730

Kerr Street Housing Development Project

Funding will be used to begin planning efforts for development of City-owned properties at 401, 401 ½ and 403 Kerr Street. Use of the funds might include, but not be limited to, market studies, site planning and architectural/engineering services.

Ecological Construction Laboratory (E-Co Lab)

\$25,000

Construction housing opportunities with passive solar design

Staff continues to work with E-Co Lab to prepare a HOME development agreement for previously allocated funds. This will allow E-Co Lab to begin their FY 04-05 project. Considering the limited amount of HOME funds available, and the interest in addressing development of the Kerr Street properties and beginning development of replacement units for Lakeside Terrace, staff recommends that funding E-Co Lab in the amount of \$25,000 would provide a level of funding that could be used to attract other funding sources. (The request was for \$73,500). It is possible that this amount could be increased later, after E-Co Lab's pilot project is completed.

City of Urbana

Tenant Based Rent Assistance

No new funding allocation

There are indications that the primary staff that coordinates this program will retire soon and leave the City's employment. Without this staff it will be difficult to continue the program. Further, it is likely the redevelopment of Lakeside Terrace and the need to create replacement rental housing units will be able utilize HOME funds that were previously allowed to the Tenant Based Rent Assistance Program.

City of Champaign

\$428,071 HOME \$

\$107,018 Match

\$535,088 Total

The City of Champaign intends to pursue the following activities with their allocation of HOME funds:

Full Home Improvement Program (\$240,000 HOME, \$60,000 Match (FHLB))

Rental Rehab Program (\$120,000 HOME, \$120,000 Match (Owner Contribution))

Acquisition/Redevelopment Activities (\$40,821 HOME)

Program Delivery (\$50,000 HOME)

Champaign County
\$99,206 HOME
\$24,802 Match
\$124,008 Total

Champaign County intends to pursue the following activities with their allocation of HOME Funds.

Housing Rehabilitation \$104,167 (\$79,365 HOME; \$24,802 Match)
Program Delivery \$19,841 (\$19,841 HOME)

Fiscal Impact

Staff has prepared spreadsheets in the FY 2005-2006 Annual Action Plan to reflect the fiscal analysis associated with programs and projects that staff has recommended and included in the Draft AAP.

It should be noted that the HOME funds do require a 25% match of \$63,469 for Urbana's HOME Allocation of \$253,874. This match will come from the City's Capital Improvement Fund.

Recommendation

Staff requests consideration of the recommendations set forth in this memo, attachments and the FY 2005-2006 Draft Annual Action Plan.

Staff recommends that the CDC provide comments and perspective on the staff analysis of Urbana's community development and affordable housing programs. This input will aid staff with preparation of the Final Draft of the FY 2005-2006 Annual Action Plan.

Prepared By: _____
Bob Grewe
Manager, Grants Management

Attachments:

FY 2005-2006 CDBG & HOME Application/Program Summary
DRAFT FY 2005-2006 ANNUAL ACTION PLAN

**-DRAFT-
City of Urbana
and
Urbana HOME Consortium**



**Annual Action Plan
FY 2005-2006**

Version 1.0

Prepared by:
City of Urbana
Community Development Services
Grants Management Division
400 South Vine Street
Urbana, IL 61801
217.384.2447
www.city.urbana.il.us

Recommended to Urbana City Council by Community Development Commission
Approved by Urbana City Council Resolution No.
Amended by Urbana City Council Resolution No.

**City of Urbana/Urbana HOME Consortium
Annual Action Plan FY 2005-2006**

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CPD Consolidated Plan – (Listing of Proposed Projects
In HUD 2020 format)

Source of Funds (HUD 2020 Funding)

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Local Government Certifications and Assurances

Appendices

Table 2A.	Priority Needs Summary Table
Table 2B.	Community Development Needs
Table 2C.	Summary of Specific Housing and Community Development Objectives

Target Area Map

Public Comment

Minutes from meetings held earlier in the year to solicit input
on use of CDBG and HOME funding.

December 2 City Council Chambers

December 3 Anita Purves Nature Center

December 4 King School Library

Minutes from public hearings-

December 9, 2004 9:00 AM and 6:00 PM Council
Chambers

Minutes from public hearings-

April 6, 2004 10:00 AM and 6:00 PM Council
Chambers

INTRODUCTION

The Urbana HOME Consortium and the City of Urbana Annual Action Plan for FY 2005-2006 identifies activities to be implemented by the City of Urbana and members of the Urbana HOME Consortium during the period beginning July 1, 2005, and ending June 30, 2006. The Annual Action Plan budgets the use of two federal housing entitlement funds: Community Development Block Grant (CDBG) and HOME Investment Partnerships (HOME). The CDBG portion of the Annual Action Plan identifies uses of CDBG entitlement funds by the City of Urbana. The HOME portion of the plan identifies uses of HOME funds by members of the Urbana HOME Consortium (a.k.a. the Champaign/Urbana/Champaign County HOME Consortium).

The Annual Action Plan for FY 2005-2006 has been developed to further five-year strategies identified in the *Urbana HOME Consortium and City of Urbana Consolidated Plan for Program Years 2005-2009*. The Annual Action Plan identifies activities to be undertaken during the first year of the Consolidated Plan five-year planning period.

The Annual Action Plan has been on file for public review and comment during a period beginning March 8, 2005 and ending April 6, 2005.

On March 8, 2005 the City of Urbana held public hearings to obtain comments regarding a draft Annual Action Plan. The hearings were held at 10:00 a.m. and 6:00 p.m. in the Council Chambers of the Urbana City Complex, 400 South Vine Street. All comments received at the hearings, as well as other written comments submitted during the public review period, are included in the Annual Action Plan.

For more information regarding use of CDBG or HOME funds by the City of Urbana, contact:

Bob Grewe, City of Urbana, Grants Management Division, at 217-384-2447 or bpgrewe@city.urbana.il.us.

For more information regarding use of CDBG or HOME funds in the City of Champaign, contact:

Mary Ellen Wuellner, City of Champaign, Neighborhood Services Department, at 217-351-4427 or mewuellner@ci.champaign.il.us.

For more information regarding use of HOME funds in unincorporated Champaign County, contact:
Scott Rose, Champaign County Regional Planning Commission, at 217-328-3313 or
srose@ccrpc.org

EXECUTIVE SUMMARY

The FY 2005-2006 Urbana HOME Consortium and the City of Urbana Annual Action Plan identifies housing and community development activities to be implemented during the fourth year of the five-year Consolidated Plan period. The Annual Action Plan identifies activities to be undertaken by the City of Urbana with Community Development Block Grant (CDBG) funds during the year beginning July 1, 2005, as well as activities to be undertaken by the City of Urbana, City of Champaign, and Champaign County with HOME Investment Partnerships (HOME) funds during the same year.

The Annual Action Plan has been prepared by the City of Urbana in its dual capacity as CDBG recipient and lead entity of the Urbana HOME Consortium (a.k.a. Champaign/Urbana/Champaign County HOME Consortium). The Urbana City Council approved the Annual Action Plan on May ____, 2005. Prior to approving the Annual Action Plan, the City of Urbana obtained concurrence from the City of Champaign and Champaign County on use of HOME funds by those two Consortium members.

Activities in the Annual Action Plan address strategies identified in the five-year Consolidated Plan. Through its CDBG program the City of Urbana proposes to conserve housing through rehabilitation efforts provided by the following activities:

- Provide improvements necessary to remove barriers to accessibility to persons with disabilities and alleviate hazardous conditions that pose a threat to health and safety (Access/Emergency Grants).
- Provide funds for home maintenance repair for elderly and very-low income households (Senior Repair Grants).
- Provide funding to Homestead Corporation for repairs to an affordable rental property.
- Provide funding to develop a new facility for the Frances Nelson Health Care Center.
- Provide funding to PAID for Downpayment assistance.
- Provide funding for street and sidewalk improvements in targeted neighborhoods.
- Support public service programs and other activities targeted toward very low-income Urbana residents.
- Sponsor special neighborhood cleanup activities.
- Provide funding for code enforcement and clearance of health and safety concerns.

Through the HOME program, the Urbana HOME Consortium members developed the following projects:

- Provide operating funds to the Community Development Housing Organizations (CHDO).
- Contribute toward a program that assists low-income families purchase homes through lease purchase arrangements (Urban League Development Corp).
- Contribute toward programs that will create affordable rental units for low-income households (Homestead Corporation.)
- Contribute funds to the Ecological Construction Laboratory for the construction of an affordable housing unit that will incorporate energy saving design, particularly a passive solar system.
- Rehabilitate owner-occupied housing in Champaign, Urbana and in the unincorporated areas of Champaign County.
- Contribute funds for the planning of affordable housing developments on the City's Kerr Street properties.

The Annual Action Plan has been developed by the City of Urbana in accordance with its Citizen Participation Plan. The city's Community Development Commission sponsored numerous public hearings to obtain input prior to and during plan preparation.

Morning and evening meetings were held for social service agencies on October 19, 2004 and neighborhood meetings were held on October 12, 13 and 14, 2005 at various locations in Urbana. On March 8, 2005, a draft version of the Annual Action Plan was placed on file for public review at the Urbana Public Library, City Clerk's Office and the Community Development Services office. The official public review period began on March 8, 2004 and ended April 6, 2005. During the public review period, staff conducted a public hearing of the draft plan on March 22, 2005.

NARRATIVE

The Urbana HOME Consortium and the City of Urbana Annual Action Plan for FY 2005-2006 identifies activities to be implemented by the City of Urbana and members of the Urbana HOME Consortium during the period beginning July 1, 2005 and ending June 30, 2006. The Annual Action Plan budgets the use of two federal housing entitlement funds: Community Development Block Grant (CDBG) and HOME Investment Partnerships (HOME). The CDBG portion of the Annual Action Plan identifies uses of CDBG entitlement funds by the City of Urbana. The HOME portion of the plan identifies uses of HOME funds by members of the Urbana HOME Consortium (a.k.a. the Champaign/Urbana/Champaign County HOME Consortium).

The Annual Action Plan for FY 2005-2006 has been developed to further five-year strategies identified in the *Urbana HOME Consortium and City of Urbana Consolidated Plan for Program Years 2005-2009*. The Annual Action Plan identifies activities to be undertaken during the first year of the Consolidated Plan five-year planning period.

The following information is provided in response to Section 91.220 of the Consolidated Plan regulations (published January 5, 1995).

a) **Form Application**

See Standard Forms HUD-424.

b) **Resources**

The Annual Action Plan describes activities to be undertaken by the City of Urbana with CDBG funds and by Urbana HOME Consortium members with HOME funds.

The City of Urbana expects to receive \$535,412 in FY 2005-2006 CDBG entitlement funds. These funds will be combined with \$132,475 in recaptured funds and \$508,152 in funds carried over from FY 2004-2005 to create a total CDBG program budget of \$1,178,789.

Leveraging is one of three primary objectives used by the city to determine how CDBG funds are to be used in Urbana (the other two objectives are impact on community and collaboration with other agencies). Numerous CDBG-funded activities involve leveraging of other public and private funds.

- CDBG funds for street and sidewalk improvement activities within targeted areas.

- CDBG funds for Frances Nelson, and PAID will provide at least 25% in matching funds.

The Urbana HOME Consortium expects to receive \$1,115,930 in FY 2005-2006 HOME funds. The Urbana HOME Consortium also expects to receive \$47,151 in FY 2005-2006 funds from the American Dream Downpayment Initiative. As with the CDBG program, many HOME-assisted activities involve leveraging non-HOME funds.

- HOME funds allocated to the Urban League of Champaign County Development Corporation for its lease purchase program will be leveraged by Urban League's credit counseling and related value-added homebuyer counseling services.
- HOME funds allocated to the Homestead Corporation for its affordable rental projects will be leveraged by commercial loans and other development subsidies for public and private sources.

The HOME Program match requirement will be satisfied primarily through allocation of local government funds by the City of Urbana, the City of Champaign, and Champaign County. Community Housing Development Organizations will use non-Federal funds such as Illinois Affordable Housing Trust funds, funds from the Federal Home Loan Bank of Chicago and private loans to meet HOME match requirements.

c) **Activities to be Undertaken**

See Listing of Proposed Projects

d) **Geographic Distribution**

Since 1985 the City of Urbana has targeted its Community Development Block Grant funds to improve conditions in its Community Development Target Area, which consists of Census Tracts 53, 54, and 55 in north and east central Urbana. For the Five-Year Program Year associated with the FY 2005-2009 Consolidated Plan, additional Block Groups have been added to the Community Development Target Area. The Block Groups are located in Census Tract 56 and include BG 1, BG 2, BG 3, and BG 4. A graphic depicting the new boundaries of Community Development Target Area is attached.

The following is table identifying the Census Tracts and Block Groups contained in the new Target Area and percentage of low/moderate income persons within each.

Urbana Community Development Target Area		
CENSUS TRACT	BLOCK GROUP	LOW MOD INCOME%
53	1	64.1%
53	2	87.4%
53	3	81.0%
53	5	76.7%
54	4	79.3%
54	5	68.7%
54	6	51.5%
55	1	91.9%
55	3	69.5%
55	4	39.4%
55	5	48.1%
55	6	61.0%
56	1	58.7%
56	2	52.3%
56	3	54.2%
56	4	58.9%

Urbana HOME Consortium funds are divided geographically by an intergovernmental agreement of the City of Urbana, City of Champaign, and Champaign County. Within each jurisdiction HOME funds are generally used to support affordable housing activities jurisdiction-wide without further geographic targeting.

e) **Homeless and Other Special Needs Activities**

Numerous activities proposed in the Annual Action Plan are designed to address needs of homeless persons with special needs.

The City of Urbana CDBG budget includes the following:

- \$47,248 to support the city's Transitional Housing Program for homeless families with children. This program has been operating for twelve years.
- \$3,000 to assist with the implementation of a Homeless Management Information System (HMIS), which will be coordinated with the Urbana-Champaign Continuum of Care.

f) **Other Actions 91.220**

The City of Urbana has utilized its allocation of CDGB and HOME funds to foster decent housing, address lead based paint, reduce number of persons below poverty level, and provided assistance in coordinating housing and service agencies. These funded activities are noted within the previous listing and budget for FY 2005-2006 projects.

The following is a listing of other proposed activities by the City of Urbana to address the HUD regulations 91.220(f).

Fostering decent housing

The City of Urbana will reserve \$3,059,280 in private activity bond authority for neighborhood improvements related to the redevelopment of the 99-unit Lakeside Terrace public housing facility. This financial resource will aid in leveraging other resources for this larger affordable housing redevelopment project.

AssistUrbana

Because of previous year's allocation of private activity bond authority, the providers of the *AssistUrbana* program have indicated that the city and qualified lenders might be able to continue to participate in the *AssistUrbana* homebuyer program. *AssistUrbana* reduces the amount of money needed to purchase a home in Urbana. The program offers qualified individuals and families 4.25 % of the amount borrowed on a mortgage in the form of a non-repayable and non-taxable grant for down payment and closing costs. New or existing single-family houses, town homes, and condominiums meeting purchase price requirements qualify under *AssistUrbana*.

The City will continue to work closely with the Community Reinvestment Group (CRG) in identifying and supporting efforts to increase homeownership. The CRG will sponsor its third Affordable Housing Fair at Lincoln Square Mall, Urbana. The event will be held May 14, 2005. This event continues to be very popular.

Public housing improvements and resident initiatives

City staff committed a significant amount of time and resources related to public housing improvements last year and anticipate a greater level of involvement in FY2005-2006.

The Housing Authority of Champaign County has indicated in the 2005 Annual Action Plan that they intend to demolish and redevelop the 99-unit Lakeside Terrace public housing apartment complex in program year 2005.

City staff plans to continue to regularly meet and coordinate with the Housing Authority staff and their development partners in order to effectively plan for the implementation of this redevelopment project.

Evaluation and reduction of lead-based hazards

Addressing new lead based paint hazard requirements is a priority activity for the coming year. The City staff continues to spend a significant amount of time attending workshops, reviewing the rehabilitation manual and coordinating with contractors and environmental regulatory agencies.

In FY 2004-2005 the City continued to pursue activities to ensure compliance with Title X lead based paint regulations. The Grants Management Division staff is committed to meeting these obligations and doing so in the most cost-effective methods available. The following is a list of measures the City intends to pursue:

- Continue to work with the City of Champaign and Champaign County to address best practices in meeting new lead-based paint requirements. This will include but not be limited to attending HUD sponsored lead based paint training workshops, internet training applications and related HUD efforts to provide lead based paint hazard training.
- Coordination with the Illinois Department of Public Health (IDPH), Division of Environmental Health.
- Follow up on grant requests to the Illinois Department of Public Health (IDPH) for assistance and financial resources in addressing lead-base paint concerns. The City of Urbana expended \$19,000 dollars in grant funds from IDPH to address lead based paint hazards in two (2) units and has successfully closed out another grant award for \$30,000 to address lead based paint hazards in four (4) units. The City anticipates additional funding for FY 2005.

- Continue to sponsor educational and training events for local government, contractors, public health officials and other concerned parties on lead-based paint concerns.
- Continue efforts to coordinate activities in meeting HUD and IDPH lead based paint requirements with the City of Urbana, Community Development Services Department, Building Safety Division. These activities will pay large dividends as the City begins to institutionalize lead based paint hazard protocols.

Reducing the number of persons below poverty level

Urbana and Urbana Township will provide over \$200,000 to social service agencies. Most of funded projects are designed to assist lower-income households and persons below poverty level.

Urbana will also continue to operate a HUD funded Supportive Housing Program and two (2) Shelter Plus Care programs. While non-profit agencies deliver services, the City staff administers the program and aids in structuring strategic initiatives that enhance program opportunities.

City staff provides technical assistance to other non-profit organizations whose mission is to assist persons below poverty level.

City staff also serves on a number of voluntary boards and commissions whose mission is to assist in reducing the numbers of persons below poverty level.

Developing institutional structures/enhancing coordination between housing and services agencies

Urbana staff is an acknowledged resource for information on housing and service agencies. Staff takes dozens of calls each week and makes referrals to appropriate housing and service agencies. These efforts will continue in the coming year, with an emphasis on increasing communication between agencies and updating information. Internet website applications continue to aid in this effort.

In FY 2003-2004 the City of Urbana made programmatic changes to its HOME-funded Tenant Based Rent Assistance (TBRA) program.

The goal of these changes is to increase the level of participation in the program.

Assisting troubled public housing agencies

The City of Urbana works closely with the Housing Authority of Champaign County (HACC).

This year the City has continued to partner with the Housing Authority to pursue the rehabilitation of the Lakeside Terrace PHA property in Urbana. Staff has spent considerable time providing technical assistance and planning services. \$40,000 in CDBG funds were allocated to provide architectural and engineering services related to this rehabilitation project.

City staff has participated in HACC committees to procure a developer to redevelop certain public housing rental properties and a consultant to assist the HACC with improving management systems and to hire a new executive director.

During the next year, Urbana HOME Consortium members will continue to work closely with the two community housing development organizations (CHDO) to improve their capacity to deliver affordable housing. Development of private non-profit housing development capacity is identified in the Consolidated Plan as a primary community goal. To this end, Consortium members will continue to work with other area organizations to further develop their potential as CHDOs.

Currently, officially designated CHDOs are the Homestead Corporation and the Urban League of Champaign County Development Corporation. HOME Consortium members will continue to support affordable housing efforts on the part of these two (2) organizations and encourage applications for CHDO designation by other organizations.

g) Program Specific Requirements

Proposed CDBG- and HOME-funded activities are described in the Listing of Proposed Projects and in the accompanying narrative.

Recapture/Resale Requirements pursuant to Section 92.254(a)(5) of the HOME Regulations:

The Participating Jurisdictions (PJ) of the Urbana HOME Consortium and designated Community Housing Development Organizations agree that they shall utilize recapture/resale provision to enforce the HUD HOME affordability period restrictions. Consortium members will identify the recapture or resale provision for each program funded in an Annual Action Plan. This will allow the Consortium and its members to customize the specific provisions in HOME agreements to meet the particular circumstances of project or program.

The recapture provision will address the recapture of HOME funds or sale of a HOME-assisted unit, if the housing that was assisted, does not continue to be the principal place of residence of the family for the duration of the affordability period. The Urbana HOME Consortium Technical Committee will determine what constitutes primary residence. The Committee may request that the program participant provide evidence of utility billing, driver's license, etc. The Committee may also consider exemptions to and remedies to the primary residence requirements for instances involving military leave and related concerns.

The Urbana HOME Consortium members may utilize the following options to recapture HOME funds:

1. Recapture the entire amount of HOME assistance

The PJ may recapture the entire amount of the HOME investment from the homeowner.

2. Reduction during the affordability period

The PJ may reduce the HOME investment amount to be recaptured on a pro-rata basis for the time the homeowner has owned and occupied the house measured against the required affordability period.

3. Shared net proceeds

If the net proceeds are not sufficient to recapture the full amount of the HOME investment (or a reduced amount as referenced above) and enable the homeowner to recover the amount of the homeowner's Downpayment and any capital improvements investment made by the owner since purchase, the PJ may share the net proceeds. The net proceeds are the sale price minus loan repayment (other than HOME funds) and closing costs. The proceeds may be divided proportionally as set forth in the following mathematical formulas:

HOME investment

HOME investment + homeowner investment = Net Proceeds HOME Funds
recaptured

Homeowner investment

HOME investment + homeowners investment X Net Proceeds = Amount to
homeowner

4. Owner investment returned first.

The PJ may permit the homebuyer to cover the homebuyer's entire investment (Downpayment and capital improvements made by the owner since purchase) before recapturing the HOME investment.

To the extent allowable by law, a warranty deed, mortgage and promissory note and/or land use restriction agreement shall be prepared and executed for any housing property receiving HOME funds and shall include a provision for the capture of HOME funds.

The resale provision will address the resale of a HOME-assisted unit, if the housing that was assisted, does not continue to be the principal place of residence of the family for the duration of the affordability period. The Urbana HOME Consortium members may utilize the following options for the resale of a HOME assisted project:

The City of Urbana, Urbana HOME Consortium members, and designated Community Housing Development Organizations agree that, to the extent allowable by law, a warranty deed, mortgage and promissory note and/or land use restriction agreement shall be prepared and executed for any housing property receiving HOME funds and shall include a provision restricting subsequent sales of any house to a family having income at or below 80 percent of area median family income for a period of affordability which is determined in the HOME regulations as a function of HOME funds invested in said housing property.

The Consortium may find it necessary to request a waiver from HUD on a program basis that, in the event of foreclosure involving homebuyers assisted under its previous program design, would limit the PJ's repayment obligation to the amount that it is able to obtain through the foreclosure.

h) Monitoring

The City of Urbana and the Urbana HOME Consortium will utilize monitoring standards and procedures provided in existing publications and guidebooks. Specifically *HUD-2030-CPD Monitoring HOME Program Performance* and *CDBG Basics* prepared by TONYA, Inc. will be utilized. A key consideration

in the monitoring activities will be to insure compliance with program requirements, including the timeliness of expenditures.

Progress toward meeting Consolidated Plan goals and objectives will be monitored by the Urbana Grants Management Division staff, the Urbana Community Development Commission, and the Urbana City Council. The Community Development Commission is appointed by the Mayor and the City Council to provide recommendations and oversight regarding the City's Community Development Block Grant Program, the HOME Consortium, and other housing-related programs. The Commission meets monthly at the Urbana City Building Complex to review staff progress toward housing goals. The Commission recommends the annual CDBG and HOME applications to the Urbana City Council and reviews requests for other housing-related funds.

The City of Champaign and Champaign County will also monitor their HOME funded programs.

Work processes and checklists are in place to insure compliance with HOME program requirements related to housing code concerns.

Sub-recipients will be monitored at least once a year. Programmatic expectations regarding monitoring will be detailed in subrecipient agreements.

The Grants Management Division will submit performance reports to the appropriate funding agencies in accordance with program guidelines.

**CITY OF URBANA
COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)
PROGRAM
FY 2005 –2006**

The following terms and abbreviations are used throughout the Annual Action Plan:

Citation = FEDERAL CITATION FOR AUTHORIZATION

Environmental = ENVIRONMENTAL REVIEW STATUS

A summary listing of Specific Housing and Community Development Objectives is attached for reference.

Resources-Federal:

2005-2006 Grant	\$535,412
Recapture Funds (RF)	\$132,475
<u>Obligated Carryover</u>	<u>\$508,152</u>

Resources-Non Federal:

Neighborhood Improvement Fund	\$1,250
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TOTAL FEDERAL RESOURCES \$1,178,789

ADMINISTRATION

General Administration Activities

Personnel - Administrative

Division Manager @ 50%	
Grants Coordinator II @ 50%	
Secretary @ 15%	
TH Coordinator @ 20%	
IMRF/FICA	
Insurance	\$75,000

Specific Objective Q-2
Citation - [24 CFR 570.206(a)]
Environmental – EXEMPT

Other Administrative Expenses

Books & Periodicals	\$200
Office Supplies	\$1,528

Dues & Subscriptions	\$500
Travel & Conference	\$1,500
Postage	\$500
Recording Fees	\$300
Audits	\$500
Program Overhead	\$22,000

Specific Objective Q-2
Citation - [24 CFR 570.206(a)]
Environmental - EXEMPT

Public Information (Newsletter) \$5,000

Citation - [24 CFR 570.206(b)]
Environmental – EXEMPT

Neighborhood Organization Grant (NOG) Program X (FY05/06)

Funds will be contributed towards the capacity-building activities of a neighborhood organization, United Citizens and Neighbors (UCAN). **(\$1,250 NIF)**

**TOTAL ADMINISTRATION EXPENSE (CDBG only) \$107,082
(20% Cap)**

AFFORDABLE HOUSING PROGRAM

1. Program Delivery

Personnel – Administrative

Manager @ 10%

Grants Coordinator II @ 10%

Housing Rehab. Coordinator @ 50%

Secretary @ 50%

IMRF/FICA

Insurance

\$72,000

Specific Objective Q-3

Citation - [24 CFR 570.202(b)(9)]

Environmental - EXEMPT

2. Case Preparation

Title work and related front-end expenses associated with affordable housing initiatives.

\$4,000

Specific Objective Q-3

Citation - [24 CFR 570.202(b)(9)]

Environmental - EXEMPT

TOTAL PROGRAM DELIVERY EXPENSE

\$76,000

I. NEW FUNDING ACTIVITIES

A. HOUSING REHABILITATION ACTIVITIES

1. Emergency Grant, Access Grant, and Get the Lead Out Match Programs (FY 05-06)

Funds will be contributed toward three programs:

1. Providing repairs necessary to alleviate hazardous conditions, which pose a threat to the health and safety of a homeowner. Homeowners earning less than 50% of the Median Family Income for Champaign County are eligible for the Emergency Grant Program.
2. General improvements necessary to remove barriers to accessibility by persons with disabilities. The Access Grant Program is available for homeowners or renters who earn less than 80% of Median Family Income.
3. Matching funds for the Illinois Department of Public Health Get the Lead Out Program, which will fund efforts to address lead based paint hazards in eligible housing units.

All programs are available citywide. All work activities will be accomplished through contract arrangements.

\$100,000

Specific Objectives B-1 & C-4

Citation - [24 CFR 570.202(a)(1)] [24 CFR 570.202(b)(10) & (11)]

Environmental - CATEGORICALLY EXCLUDED

2. Urbana Senior Repair Service (FY 05/06)

Funds will be contributed to a home maintenance repair program for very low-income homeowners 62 years old or older and for very low-income homeowners with disabilities (any age). To be eligible for this program a family must earn less than 50% of the Median Family Income as established annually by HUD. This program is available citywide.

\$20,000

Specific Objectives L-1 & L-3

Citation - [24 CFR 570.202(a)(1) & (b)(10)]

Environmental - EXEMPT

3. Code Enforcement

Funds will be used for code enforcements in targeted areas of concerns.

\$53,000

Specific Objective C-1

Citation – [24 CFR 570.201(a)(b)(d)(f)(1)(ii)&(i)]

Environmental - CATEGORICALLY EXCLUDED

4. Clearance of Slum and Blighted Conditions

Funds will be used for clearance of buildings and structures that create health and safety concerns.

\$35,356

Specific Objectives B-6

Citation – [24CFR 570.201(a)(1) & (b)(10)]

Environmental - CATEGORICALLY EXCLUDED

5. PAID Homebuyer Assistance

Funds will be used to provide Downpayment assistance to persons participating in the PAID Program.

\$8,000

Specific Objective C-1

Citation - [24 CFR 570.201(a)(b)(d)(f)(1)(ii)&(i)]

Environmental - ENVIRONMENTAL ASSESSMENT

B. PUBLIC FACILITIES AND IMPROVEMENTS

1. Street Improvements to Support HomeBuild 2 (Sunset Drive)

Funds will be used to improve the street surface and provide improved drainage by installing curb and gutter. Funds will be set-aside in annual increments for two (2) years to accomplish this commitment. FY 2005-2006 would provide \$155,000 toward this project. Project is scheduled to begin in the 2005 construction season

\$185,000 (\$115,000 carry-over funding) Total Project-\$300,000

Specific Objective K-2

Citation - [24 CFR 570.201(c)]

Environmental - ENVIRONMENTAL ASSESSMENT

2. Sidewalk Improvements for Harvey Street Area

Funds will be used to install and improve sidewalks in the Harvey Street Area, near King School. Funds will be set-aside in annual increments for two (2) years to accomplish this commitment. FY 2005-2006 would provide \$10,000 toward this project. Project is scheduled to begin in the 2005 construction season

\$10,000 (\$10,000 carry-over funding) Total Project -\$20,000

Specific Objective K-2

Citation - [24 CFR 570.201(c)]

Environmental - ENVIRONMENTAL ASSESSMENT

3. Frances Nelson Health Care Facility

Funds will be used for the development of a new facility for the Frances Nelson Health Care Center in Champaign.

\$20,000

Specific Objective A-3

Citation – [24CFR 570.201 (c)]

Environmental – ENVIRONMENTAL ASSESSMENT

NOTE: Davis Bacon Labor Requirements

C. PUBLIC SERVICE

1. Transitional Housing for Homeless Families With Children (FY 05-06)

Funds will be contributed to the City of Urbana's transitional housing program. Five dwellings are available for homeless families with children. Rent receipts will be another source of revenue. Properties acquired by the City through a federal funding source will be properly mowed and cleaned according to city ordinance as long as they are the responsibility of the City.

\$30,248 (personnel)

\$17,000 (programming)

\$47,248

Specific Objective A-1 & C-1

Citation - [24 CFR 570.201(b)&(e)]

Environmental - EXEMPT

2. Public Service Activities under Consolidated Social Service Funding Program (FY 05-06)

The balance of available funding @ 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. The Community Development Commission has designated the priorities to be considered by the Urbana City Council for public service funding under the CDBG. These are antipoverty and homelessness, with an emphasis on youth.

\$24,200

Specific Objectives I-1, O-1 & O-2

Citation - [24 CFR 570.201(e)]

Environmental - EXEMPT

*Specific programs to be determined via Social Service Funding Program Applications.

3. Neighborhood Clean-Up (FY 05-06)

One-day neighborhood clean-up activities will be held in fall, 2005, and spring, 2006, in the Community Development Target Area. Activities will include disposal of junk, debris and recyclable metal. The program will be co-sponsored by the UCAP Committee.

\$9,000

Specific Objectives J-1 & L-2
Citation - [24 CFR 570.201(e)]

Environmental - EXEMPT

4. Homeless Management Information System (FY05-06)

This computer based information management system that was purchased in coordination with the Champaign County Continuum of Care. This funding will serve as match toward a supportive housing award that will the operation of the system.

\$3,000

Specific Objectives A-5

Citation – [24 CFR 570.201(e)]

Environmental - Exempt

TOTAL PUBLIC SERVICE EXPENSE

\$83,448
(15% w/PI)

II. CARRYOVER ACTIVITIES

The following is an estimate of CDBG funding that will be carried over to the FY 2005-2006 in order to complete projects and activities previously funded.

A complete fiscal analysis of funds to be carried over in the next fiscal year will be contained in the amended Annual Action Plan that is prepared after July 1, 2005, when accounting for FY 2004-2005 is complete.

A. HOUSING REHABILITATION ACTIVITIES

1. Property Acquisition in Support of New Construction and Relocation/Clearance/Disposition Activities (FY04-05)

Funds will be allocated for the purchase and maintenance of properties and structures primarily in Census Tracts 53, 54, and 55. Projects and utilization of the properties may include the following:

- Donation to non-profit housing developers for new housing construction.
- City sponsored rehabilitation and re-sale to qualified homebuyers.
- Donation to other organizations to support CDBG-eligible programs.

Funds may also be used for the purchase of homes previously assisted with Urbana CDBG or HOME Consortium funds that might become subject to foreclosure or related events that would jeopardize the projects ability to benefit low/moderate income persons.

If necessary, lots will be cleared of substandard structures or debris. The Federal Uniform Relocation Act will govern any necessary relocation activities. Properties may also be acquired and cleared for blight abatement purposes only. City-owned properties acquired through the City's federal and non-federal funding sources will be properly maintained as long as they are the responsibility of the City and until they may be contributed to a non-profit housing developer for new construction of affordable housing.

\$148,980

Specific Objective C-1 [24 CFR 570.201(a)(b)(d)(f)(1)(ii)&(i)]
ENVIRONMENTAL ASSESSMENT

2. Habitat for Humanity New Housing Construction

Funds will be used for site and infrastructure improvements to support the development of new/affordable housing.

\$5,000 (\$5,000)

Specific Objective C-1
Citation – [24 CFR 570.201(a)(b)(d)(f)(1)(ii)&(i)]
Environmental - ENVIRONMENTAL ASSESSMENT

B. PUBLIC FACILITIES AND IMPROVEMENTS

1. Developmental Services Center Training and Employment Center (FY 03-04)

Funds will be used to assist with renovating a Training and Employment Center for the Developmental Services Center's Vocational Services Program. Funds will be targeted for improvements to make the building accessible.

\$99,172 (\$99,172)

Specific Objective B-7 & P-3

Citation – [24 CFR 570.(a)(3)]

Environmental - Environmental Assessment

Note: Davis Bacon Labor Requirements

2. New Construction of Transitional Housing and Educational Facility for Center for Women in Transition (FY 02-03)

A total of \$100,000 in CDBG funds will be contributed over a period of two years towards the new construction of a facility to be located at 504 East Church Street, Champaign, Illinois. Such facility will accommodate an educational/meeting area to be located on the first floor and a transitional housing program on the second floor to serve 2-4 homeless families. Other funds contributed to this project include a \$100,000 grant from United Parcel Service, and a contribution from the City of Champaign. While this project is located outside the City's CDBG jurisdiction, it is necessary to its community development and Consolidated Plan objectives. This project will benefit the City by expanding much needed services to homeless women and children.

\$100,000

Specific Objective A-7

Citation - [24 CFR 570.309]

Environmental - SECOND TIER ENVIRONMENTAL REVIEW

Note: Davis Bacon Labor Requirements

3. King Park Neighborhood Center (FY 02-03)

Funds will be allocated towards development of a neighborhood community center to be located in Census Tract 53. Efforts will be concentrated towards construction of a timeframe for execution of this project, identifying the stakeholders, and developing partnerships to secure additional funding. It is possible that additional monies will be allocated to this activity in future fiscal years to replace the recaptured funding.

\$2,750

Specific Objective J-1

Citation - [24 CFR 570.201(c)]

Environmental - EXEMPT

2005-2006 Community Development Block Grant (CDBG) Draft Budget			
	2005-2006	2004-2005	Difference
05-06 Grant	\$535,412	\$565,000	-\$29,588
03-04 Program Income	\$30,575		
Recaptured funding FY 03-04	\$16,126	\$121,000	
Un-obligated previous years	\$85,774		
TOTAL TO ALLOCATE	\$667,887	\$686,000	-\$18,113
Carry-Over	\$510,902	\$262,622	\$248,280
TOTAL	\$1,178,789	\$948,622	\$230,167
ADMINISTRATION (20%)	\$107,082	\$113,000	-\$5,918
Personnel	\$75,000	\$80,000	-\$5,000
Other Administration	\$32,082	\$33,000	-\$918
Books Periodicals	\$200		
Office Supplies	\$1,582		
Dues/Subscriptions	\$500		
Travel/Conference	\$1,500		
Postage	\$500		
Recording Fees	\$300		
Audits	\$500		
Program Overhead	\$22,000		
Neighborhood Organization Grant (NOG)	\$1,250 NIF \$		
Public Information/Newsletter	\$5,000		
	\$32,082	\$113,000	-\$5,918
PUBLIC SERVICE (15%)	\$83,448	\$88,200	-\$4,752
Transitional Housing personnel	\$30,248	\$29,000	\$1,248
Transitional Housing programming	\$17,000	\$17,000	\$0
Neighborhood Clean Up	\$9,000	\$15,000	-\$6,000
Homeless Management Info System	\$3,000	\$3,000	\$0
Consolidated Social Service Fund	\$24,200	\$24,200	\$0
AFFORDABLE HOUSING PROGRAMS	\$292,356	\$159,000	\$133,356
Program Delivery	\$76,000	\$64,000	\$12,000
Personnel	\$72,000	\$60,000	\$12,000
Manager	tbd	tbd	
Grants Coordinator	tbd	tbd	
Housing Rehabilitation Coordinator	tbd	tbd	
Secretary	tbd	tbd	
IMRF/FICA	tbd	tbd	
Insurance	tbd	tbd	
Case Preparation	\$4,000	\$4,000	\$0
Housing-Related Programs	\$216,356	\$95,000	\$121,356
Emergency/Access/GLO Programs	\$100,000	\$80,000	\$20,000
Urbana Senior Repair	\$20,000	\$15,000	\$5,000
NEW-Address Neighborhood Slum and Blight	\$35,356	\$0	\$35,356
NEW-Code Enforcement for Target Area	\$53,000	\$0	\$53,000
NEW-PAID Program for Homeownership	\$8,000		
	\$292,356	\$95,000	\$113,356
PUBLIC FACILITIES AND IMPROVEMENTS	\$215,000	\$137,000	\$78,000
Street Improvements (Sunset Drive)	\$185,000	\$115,000	\$40,000
Sidewalk Improvements (Harvey Street Area)	\$10,000	\$10,000	\$0
NEW-Frances Nelson Health Care Center	\$20,000	\$0	\$20,000
Other		\$12,000	
	\$215,000	\$137,000	\$60,000
TOTAL	\$697,886	\$497,200	\$200,686
TOTAL CARRY-OVER FUNDING	\$480,902		
DSF	\$99,172		
CWIT	\$100,000		
Sunset Drive	\$115,000		
Harvey Street Sidewalks	\$10,000		
Habitat for Humanity	\$5,000		

Urbana HOME Consortium
HOME Investment Partnership Program
Fiscal Year 2005 – 2006

Resources-Federal

2005-2006 HOME Grant:	\$1,115,930
Carry-Over Funding	\$50,134
2005-2006 ADDI	\$47,151

Resources-Other

Local Match HOME:	\$195,288
Local Match ADDI:	\$11,788

TOTAL REVENUES	\$1,420,291
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ADMINISTRATION

General Administration Activities

Personnel:

- Manager@ 35%
- GCII@ 80%
- Secretary@20%
- IMRF
- FICA
- Insurance

\$92,933

Citation - [24 CFR 92.206(d)]

Environmental - EXEMPT

Other Administrative Expenses

Conference/Training	\$5,000
Audit	\$1,000
Printing/Publication	\$1,000
Postage	\$200
Office Supplies	\$5,000
Dues & subscriptions	\$1,000
Program Overhead	\$11,186
	\$24,386

City of Champaign **\$14,086**

Champaign County **\$4,695**

TOTAL ADMINISTRATIVE EXPENSE **\$136,100**

Citation - [24 CFR 92.206(d)]

Environmental – EXEMPT

**A. COMMUNITY HOUSING DEVELOPMENT ORGANIZATIONS
(CHDO) 15% SET-ASIDE (PROJECT FUNDS)**

1. Urban League Lease Purchase Program (FY 05-06)

Funds will be provided to the Urban League of Champaign County Development Corporation to assist with the purchase of four (4) single-family homes and related improvements to meet local codes. Two (2) units will be in Urbana and two (2) units will in Champaign. Either jurisdiction may forego a unit, should the Urban League find a buyer that desires a home in the unincorporated area of Champaign County. During the leasing period, a low-income family will undergo homebuyer counseling. Upon successful completion, the home will be sold to the low-income family.

Total Project Budget

\$100,000 (\$80,000 HOME; \$20,000 Match Provided By CHDO)

Specific Objective C-5

Citation - [24 CFR 92.206(c)]

Environmental - CATEGORICALLY EXCLUDED

Recapture Provision

2. Homestead Rental Housing Development (FY 05-06)

Funds will be provided to the Homestead Corporation to assist with the purchase and rehabilitation of eleven (11) homes within the Consortium's jurisdiction to serve as replacement housing units for those that will be lost at Lakeside Terrace.

Due to a number of factors that might impact the viability of this project, the funding is divided into two (2) phases. This arrangement will also be reflected in the development agreement. The intent is ensure that the project is performing as anticipated before committing additional funding.

Phase I.

\$54,619 (\$43,695 HOME; \$10,924 Match Provided by CHDO)

Phase II

\$54,619 (\$43,695 HOME; \$10,924 Match Provided by CHDO)

Total Project Budget

\$109,238 (\$87,390 HOME; \$21848 Match Provided by CHDO)

Specific Objective C-7

Citation - [24 CFR 92.205(a)(1)]

Environmental - CATEGORICALLY EXCLUDED

Recapture Provision

3. Un-programmed CHDO Funds (previous fiscal years)

Funds will be provided to an eligible CHDO organization and project. Funds will be allocated to a project that has demonstrated success in creating affordable housing opportunities and can utilize the funding in a timely manner.

Total Project Budget

\$32,032 (25,626 HOME; \$6,406 Match Provided by CHDO)

Recapture Provision

Project Expenses:	\$193,016 HOME
	<u>\$48,254 Match</u>
	\$241,270 Total

B. COMMUNITY HOUSING DEVELOPMENT ORGANIZATIONS (CHDO) 5% SET-ASIDE (OPERATING FUNDS)

1. Homestead Corporation

Funds will be allocated to Homestead Corporation for operating expenses.

\$30,797 (\$30,797 HOME; \$0 Match)

Specific Objective C-2

Citation - [24 CFR 92.208(a)]

Environmental - EXEMPT

2. Urban League Development Corporation of Champaign County

Funds will be allocated to Urban League for operating expenses

\$25,000 (\$25,000 HOME; \$0 Match)

Specific Objective C-2

Citation - [24 CFR 92.208(a)]

Environmental - EXEMPT

CHDO Operating Expenses:	\$55,797 HOME
	<u>\$0 Match</u>
	\$55,797 Total

C. CITY OF CHAMPAIGN

1. Owner-Occupied Housing Rehab

Funding will be used to continue the Full Home Improvement program. HOME funds are combined with Federal Home Loan Bank and private loan funding to assist low-income homeowners with major home repairs. Grants and low-interest loans in the amount of \$25,000-\$30,000 per household are intended to address code deficiencies, major renovation needs, and lead-based paint hazards.

\$300,000 (\$240,000 HOME; \$60,000 Local Match from the Federal Home Loan Bank)

Specific Objective C-4

Citation - [24 CFR 92.206(a)(2)]

Environmental - CATEGORICALLY EXCLUDED

Recapture Provision

1. Rental Rehabilitation Program

Funding will be used to assist in the renovation of deteriorated rental properties in Planning Areas where property values are not keeping pace with citywide averages. Eligible properties will be occupied by tenants at or below 80% of the area median family income. Long-term affordability restrictions will apply to units renovated through this program, in accordance with the level of HOME subsidy provided.

\$120,000 HOME, \$120,000 Match (Owner Contribution)

Specific Objective C-7

Citation - [24 CFR 92.205(a)(1)]

Environmental - CATEGORICALLY EXCLUDED

Recapture Provision

3. Program Delivery

Funds will be allocated for coordination and delivery of HOME projects funded with the City of Champaign's share of HOME Consortium funds.

\$50,000 (\$50,000 HOME; \$0 Match)

Specific Objective C-4

Citation - [24 CFR 92.207]

Environmental – EXEMPT

4. **Acquisition/Redevelopment Activities**

Funding may be used to acquire vacant deteriorated structures for demolition and clearance. Land will be used for the redevelopment of affordable single-family homes. Properties to be acquired will be located in the City's low-income neighborhoods. The funding may also be used to acquire properties containing structures still suitable for renovation. Homes will be purchased by the City, rehabbed, and sold to low-income households.

\$40,821 HOME (\$40,821 HOME; \$0 Match)

Specific Objective C-9

Citation – 24CFR92.206(d)

Environmental – Assessment Required

Recapture

Total City of Champaign Expenses:	\$428,071 HOME
	<u>\$107,018 Match</u>
	\$535,088 Total

D. CHAMPAIGN COUNTY

1. Housing Rehabilitation

Champaign County will use its share of HOME funds to provide rehabilitation assistance to both investor-owned properties as well as single-family owner-occupied projects. It is anticipated the primary program focus will be on single-family owner-occupied rehabilitation.

\$104,167 (\$79,365 HOME; \$24,802 Match)

Specific Objective C-4

Citation - [24 CFR 92.206(a)(2)]

Environmental - PREVIOUSLY ASSESSED

Recapture

2. Program Delivery

Champaign County will allocate a portion of its funds for staffing and overhead expenses related to its housing rehabilitation program.

\$19,841 (\$19,841 HOME; Match provided through completion of one rehabilitation project)

Citation - [24 CFR 92.207]

Environmental – EXEMPT

Recapture

Total Champaign County Expenses:	\$99,206 HOME
	<u>\$24,802 Match</u>
	\$124,008 Total

E. CITY OF URBANA

1. Owner-Occupied Housing Rehabilitation

Funds will be allocated for the rehabilitation of five (5) units, including grants and deferred-payment loans in the amount of \$25,000-\$28,000 per household are intended to address code deficiencies, major renovation needs, relocation expenses and lead-based paint issues.

\$112,000 (\$84,000 HOME; \$28,000 Match)

Specific Objective C-4

Citation - [24 CFR 92.206(a)(2)]

Environmental - CATEGORICALLY EXCLUDED

Recapture

2. Program Delivery

Funds will be allocated for coordination and delivery of HOME projects funded with the City of Urbana's share of HOME Consortium funds.

\$74,000 (\$55,500 HOME; \$18,500 Match)

Specific Objective C-4

Citation - [24 CFR 92.207]

Environmental – EXEMPT

3. Affordable Rental Development (Homestead Corporation)

Funds will be allocated to assist with the development of affordable rental units. These units will be developed in support of the redevelopment of Lakeside Terrace, a public housing apartment complex in Urbana.

\$72,610 (\$54,457 HOME; \$18,153 Match)

Specific Objective C-7

Citation - [24 CFR 92.205(a)(1)]

Environmental - CATEGORICALLY EXCLUDED

Recapture

4. Kerr Street Development Planning

Funding will be used to begin planning efforts to begin site planning for 401, 401 ½ and 403 Kerr Street. Use of the funds might include but not be limited to market studies, site planning and architectural/engineering services.

\$33,733 (\$25,300 HOME; \$8,433 Match)

Specific Objective C-7

Citation - [24 CFR 92.205(a)(1)]

Environmental - CATEGORICALLY EXCLUDED

4. Ecological Construction Laboratory

Funds will be provided to the Ecological Construction Laboratory to facilitate the construction of new, affordable owner-occupied housing units in Urbana. The funds may be used for land preparation, construction activities, costs, professional services, and downpayment assistance. It is anticipated that the unit will take be designed to incorporate passive solar energy systems.

\$25,000 (\$20,000 HOME; \$5,000 Match)

Specific Objective C-9

Citation – 24CFR92.206(d)

Environmental – Non-Exempt/Non-Categorically Excluded

Recapture

Total Urbana Expenses:

\$253,874 HOME

\$63,469 Match

\$317,343 Total

F. AMERICAN DREAM DOWNPAYMENT INITIATIVE

The American Dream Downpayment Initiative (ADDI) was signed into law on December 16, 2003.

Purpose

Funds will be used to increase the homeownership rate within the geographic area of the Urbana HOME Consortium, especially among lower income and minority households, and to revitalize and stabilize communities. Funding will help first-time homebuyers with the biggest hurdle to homeownership: downpayment and closing costs. Rehabilitation carried out in conjunction with the assisted home purchase may also be considered.

Type of Assistance

ADDI will provide downpayment, closing costs, and rehabilitation assistance to eligible individuals. The amount of ADDI assistance provided will not exceed \$10,000 or six percent of the purchase price of the home, whichever is greater. The rehabilitation must be completed within one year of the home purchase. Rehabilitation may include, but is not limited to, the reduction of lead paint hazards and the remediation of other home health hazards.

Eligible Customers

To be eligible for ADDI assistance, individuals must be first-time homebuyers interested in purchasing single-family housing. A first-time homebuyer is defined as an individual and his or her spouse who have not owned a home during the three-year period prior to the purchase of a home with ADDI assistance. ADDI funds may be used to purchase one- to four- family housing, condominium unit, cooperative unit, or manufactured housing. Additionally, individuals who qualify for ADDI assistance must have incomes not exceeding 80% of area median income.

Planned Use of Funds and Eligible Activities

ADDI funds may be used for downpayment, closing costs and, if necessary, rehabilitation in conjunction with home purchase. ADDI funds used for rehabilitation may not exceed twenty percent of the participating jurisdiction's total ADDI allocation. The rehabilitation assisted with ADDI funds must be completed within one year of the home purchase.

Plan for Conducting Targeted Outreach

The Urbana HOME Consortium will make efforts to conduct targeted outreach to residents and tenants of public and manufactured housing and other families assisted by public housing agencies, for the purpose of ensuring that ADDI funds are used to provide downpayment assistance for such residents, tenants and families. Efforts may include but not be limited to the following:

Placing brochures, posters and other informational material in the offices, facilities of such housing opportunities and other social service agencies frequented by the families assisted by public housing agencies.

Provide program information to social service agencies that provide services to families assisted by public housing agencies.

Place information on local public access television stations.

Place information on appropriate websites.

Activities Taken to Ensure the Suitability of Families Receiving ADDI Assistance to Undertake and Maintain Homeownership

The Urbana HOME Consortium will require that recipients of ADDI Assistance complete a homebuyer class that will be offered on a regular basis on the Urbana-Champaign community.

Efforts will be also made to incorporate additional information and instruction on home maintenance within the specific home that the participant is purchasing.

Funding

Funding available to the members of the Urbana HOME Consortium is as follows:

American Dream Downpayment	\$47,151
Downpayment (ADDI) FY 05-06	
City of Champaign	\$25,886
City of Champaign MATCH	\$6,471
Champaign County	\$5,941
Champaign County MATCH	\$1,485
City of Urbana	\$15,324
City of Urbana MATCH	\$3,831

Recapture

The Urbana HOME Consortium Technical Committee submit that the funding be pro-rated using the same allocation as the HOME funding. This could allow the members of the Consortium to pursue individual homebuyer programs or pool their respective funding if they desire.

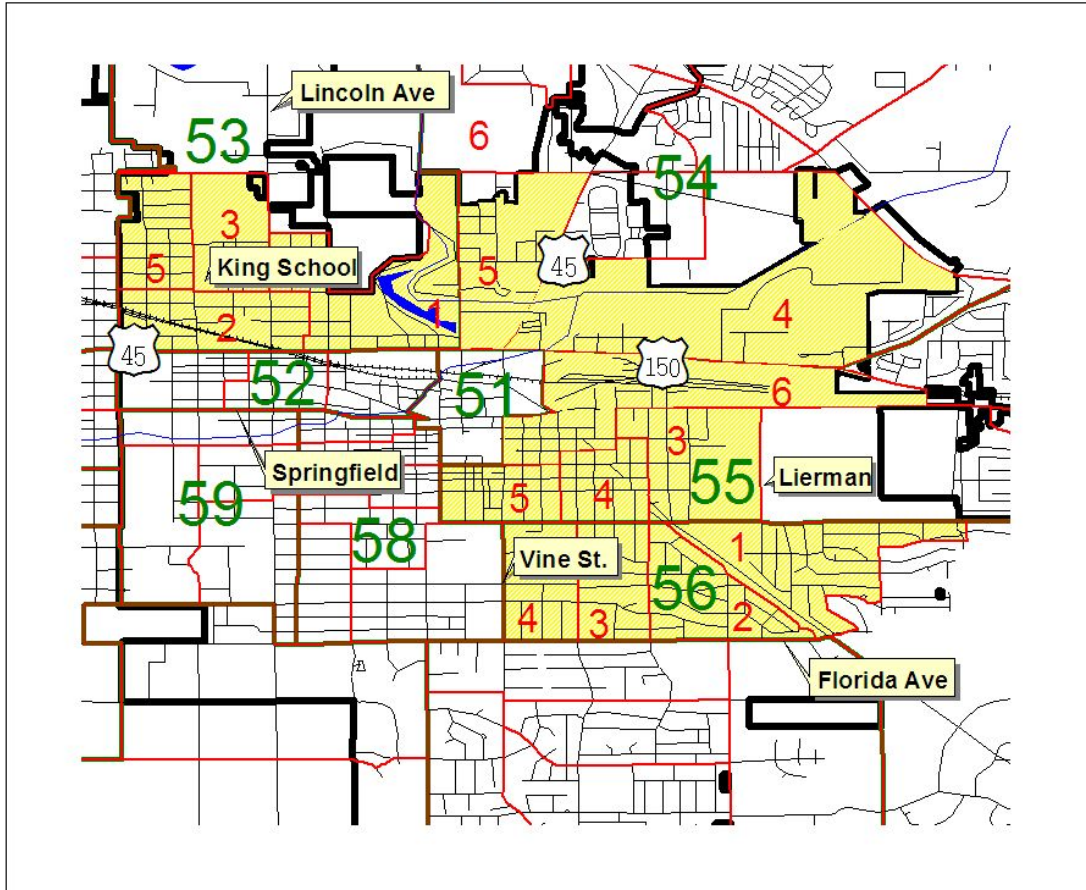
FY 2005-2006 Home Investment Partnership Act (HOME)

	Funds	2005-2006	2004-2005	
Program Area	Available	Budget	Budget	Difference
FY 2005-2006 Grant Allocation	\$1,115,930	\$1,115,930	\$1,180,274	-\$64,344
Carry-Over Funding (CHDO)	\$25,626	\$25,626	\$0	\$25,626
Carry-Over Funding (Administration)	\$24,508	\$24,508		
ADDI Funding	\$47,151	\$47,151	\$152,764	-\$105,613
Matching Funds	\$207,076	\$207,076	\$250,808	-\$43,732
FY 2005-2006 Total Available Resources	\$1,420,291	\$1,420,291	\$1,180,274	-\$188,063
Administration (10% per grant)	\$111,593	\$111,593	\$118,027	-\$6,434
Administration (FY02-03)	\$24,508	\$24,508	\$0	\$24,508
City of Urbana	\$117,319	\$117,319	\$101,260	\$16,059
City of Champaign	\$14,086	\$14,086	\$12,710	\$1,376
Champaign County	\$4,695	\$4,695	\$4,057	\$638
	\$136,101	\$136,101	\$118,027	\$18,074
CHDO (5%)	\$55,797	\$55,797	\$59,014	-\$3,217
Urban League		\$25,000	\$29,507	-\$4,507
Homestead		\$30,797	\$29,507	\$1,290
		\$55,797	\$59,014	-\$3,218
CHDO (15%)	\$167,390	\$167,390	\$177,041	-\$9,652
CHDO (Recaptured Funding)	\$25,626	\$25,626	\$0	
Urban League (lease-purchase)		\$80,000	\$177,041	-\$97,041
Homestead Corp (new rental dev)		\$87,390	\$0	\$87,390
Un-programmed CHDO Funding		\$25,626		
		\$193,016	\$177,041	-\$16,975
\$1,166,064				
Funding for Members	\$781,151	\$781,151	\$826,191	-\$45,040
City of Champaign HOME \$	\$428,071	\$428,071	\$452,753	-\$24,682
54.8% Match \$	\$107,018	\$107,018	\$113,188	-\$6,170
Total	\$535,088	\$535,088	\$565,941	-\$30,853
Champaign County HOME \$	\$99,206	\$99,206	\$104,926	-\$5,720
12.7% Match \$	\$24,802	\$24,802	\$26,232	-\$1,430
Total	\$124,008	\$124,008	\$131,158	-\$7,150
City of Urbana HOME \$	\$253,874	\$253,874	\$268,512	-\$14,638
32.5% Match \$	\$63,469	\$63,469	\$67,128	-\$3,659
Total	\$317,343	\$317,343	\$335,640	-\$18,297
Program Delivery		\$74,000	\$65,000	\$9,000
O/O Rehab		\$112,000	\$84,000	\$28,000
Homestead Lakeside Terrace		\$72,610	\$0	
Kerr Street Development Planning		\$33,733	\$0	
Ecological Construction Laboratory		\$25,000	\$20,000	
Tenant Based Rent Assistance		\$0	\$40,000	
Other			\$126,640	
	\$317,343	\$317,343	\$335,640	-\$18,297

FY 2005-2006 Home Investment Partnership Act (HOME)

	Funds	2005-2006	2004-2005	
Program Area	Available	Budget	Budget	Difference
ADMINISTRATION	\$136,101	\$136,101	\$118,027	\$18,074
Personnel		\$92,933	\$83,120	\$9,813
Other Administration		\$24,386	\$18,140	\$6,246
conference/training		\$5,000	\$3,000	\$2,000
audit		\$1,000	\$1,000	\$0
printing/publications		\$1,000	\$1,000	\$0
postage		\$200	\$200	\$0
office supplies/management software		\$5,000	\$754	\$4,246
dues/subscriptions		\$1,000	\$1,000	\$0
Program Overhead		\$11,186	\$11,186	\$0
		\$24,386	\$18,140	\$6,246
URBANA TOTAL	\$117,319	\$117,319	\$101,260	\$16,059
CITY OF CHAMPAIGN TOTAL	\$14,086	\$14,086	\$12,710	\$1,376
CHAMPAIGN COUNTY TOTAL	\$4,695	\$4,695	\$4,057	\$638
TOTAL ADMINISTRATION	\$136,101	\$136,100	\$118,027	\$18,073
American Dream Downpayment	\$47,151	\$47,151	\$87,593	-\$40,442
Downpayment (ADDI) FY 05-06				
City of Champaign	\$25,886	\$25,886	\$48,001	-\$22,115
City of Champaign MATCH	\$6,471	\$6,471		
Champaign County	\$5,941	\$5,941	\$11,124	-\$5,183
Champaign County MATCH	\$1,485	\$1,485		
City of Urbana	\$15,324	\$15,324	\$28,468	-\$13,144
City of Urbana MATCH	\$3,831	\$3,831	\$87,593	-\$83,762

City of Urbana Community Development Target Areas



- C D Target Area
- City of Urbana Boundary
- Census Tract Label
- Block Group Label

56 Census Tract
3 Block Group





NOTICE OF PUBLIC HEARINGS AND NEIGHBORHOOD OPEN HOUSES



The City of Urbana and the Urbana HOME Consortium seek citizen input on the preparation of the City of Urbana and Urbana HOME Consortium Consolidated Plan for Fiscal Years 2005-2009.

The Consolidated Plan is a comprehensive five-year planning document that identifies the community's affordable housing and community development needs, outlines available programs and resources, identifies strategies to meet community needs, and establishes a planning process for prioritizing the strategies. Additional information can be obtained at the HUD website: <http://www.hud.gov/offices/cpd/about/conplan/index.cfm>

The City of Urbana will also use the input to establish budgets for Community Development Block Grant (CDBG) and HOME Investment Partnerships Program (HOME) Programs for Fiscal Year 2005-2006. These needs will be considered in determining the use of City of Urbana CDBG and HOME Consortium funding. The Urbana HOME Consortium is comprised of the City of Urbana, City of Champaign, and Champaign County.

NEIGHBORHOOD OPEN HOUSES/PUBLIC HEARINGS

- **Tuesday, October 12, 2004, 7:00 - 9:00 PM**
Prairie School Gym, 2102 E. Washington Street, Urbana
- **Wednesday, October 13, 2004, 7:00 - 9:00 PM**
Anita Purves Nature Center, 1505 N. Broadway Avenue, Urbana
- **Thursday, October 14, 2004, 7:00 - 9:00 PM**
King School Library, 1108 W. Fairview Avenue, Urbana

PUBLIC HEARINGS FOR NON-PROFIT AGENCIES AND ORGANIZATIONS

- **Tuesday, October 19, 2004, 10:00 AM and 6:00 PM**
City of Urbana Council Chambers, 400 S. Vine Street, Urbana

Persons with disabilities needing services or accommodations for these hearing should contact the Community Development Services Department at 384-2447, or the City of Urbana's Americans with Disabilities Act Coordinator at 384-2466, or TTY 384-2360.



FY 2005-2006 APPLICATIONS FOR URBANA CDBG AND HOME CONSORTIUM FUNDS WILL BE ACCEPTED BEGINNING OCTOBER 11, 2004

APPLICATION WORKSHOPS WILL BE HELD
OCTOBER 20, 2004, AT 10:00 AM and 6:00 PM,
URBANA CITY BUILDING, 400 S. VINE ST, URBANA

The City of Urbana is accepting applications for Community Development Block Grant (CDBG), Urbana's allocation of HOME funding, and the Community Housing Development Organization (CHDO) allocations of HOME funding. Applications are available to submit proposals for housing, community development and Neighborhood Organization Grants (NOGs). **Completed applications are due before 5 PM Friday, November 12, 2004.**

Applications may be picked up at the Urbana City Building, Community Development Services, 400 S. Vine Street, Urbana or can be downloaded from the City's website: www.city.urbana.il.us.

There will be two workshops on completing funding applications for CDBG, HOME, Community Housing Development Organization (CHDO), and Neighborhood Organization Grants (NOGs) on Wednesday, October 20, 2004. The workshops are scheduled at 10:00 a.m. and 6:00 p.m. in the Urbana City Building.

For additional information, contact the City of Urbana, Grants Management Division, at 384-2447 or e-mail bpgrewe@city.urbana.il.us.