



# Fifth Program Year Action Plan

The CPMP F Annual Action Plan includes the [SF 424](#) and Narrative Responses to Action Plan questions that CDBG, HOME, HOPWA, and ESG grantees must respond to each year in order to be compliant with the Consolidated Planning Regulations. The Executive Summary narratives are optional.

## Narrative Responses

### GENERAL

#### Executive Summary

The Executive Summary is required. Include the objectives and outcomes identified in the plan and an evaluation of past performance.

Program Year 5 Action Plan Executive Summary:

The Program Year 2009 Annual Action Plan represents the fifth program year in which to address the needs identified in the City of Kalamazoo 2005 - 2009 Consolidated Plan, approved by the Kalamazoo City Commission on February 7, 2005, and submitted to the U.S. Department of Housing and Urban Development on February 28, 2005. The City's primary resources for addressing those housing and community development needs will be Community Development Block Grant (CDBG) funds, Home Investment Partnerships (HOME) funds, and Emergency Shelter Grant (ESG) program funds. The City anticipates receiving two million, six hundred and sixty-four thousand, five hundred and ninety-six dollars (\$2,664,596) in PY2009 funding through the CDBG (\$1,846,466), HOME (\$736,860), and ESG (\$81,270) of federal entitlement grants.

Combined with an estimated three hundred and sixty thousand dollars (\$300,600) in Program Income, and two hundred and ninety-nine thousand, four hundred and fifty-five dollars (\$299,455) of reprogrammed CDBG from prior years, there is expected to be a total of three million, two hundred and sixty-four thousand, six hundred and sixty-one dollars (\$3,264,651) available for PY2009 (June 1, 2009 through May 31, 2010).

The Community Planning and Development Department will also report, to the extent possible, on other resources expected to be used in ways consistent with the Consolidated Plan. This includes both funds and other resources of other organizations and agencies and the endorsement of funding applications by other agencies, local non-profits, and for-profits which address the housing and community development needs of the City and its residents.

The 2005 - 2009 Consolidated Plan, the document used to base decisions about each of the five annual allocations of federal resources for that time period, was developed following a thorough compilation of required and relevant information incorporating an extensive public participation process conducted both informally in the neighborhoods and in formal public hearings.

Based on the analysis of needs and the inputs received, the City's highest priority needs, through 2009 and in no particular order, are as follows:

- A commitment to use a substantial amount of funding for affordable housing;
- Infrastructure rehabilitation to accommodate special needs populations, including easier access to sidewalks, ramps, and other public rights of way;
- Maintenance, rehabilitation, and weatherization for income eligible home owners;
- Neighborhood based economic development, micro enterprise development, community development, and retail development; and
- Focus on youth recreation programming and crime prevention programming.

The City of Kalamazoo Community Planning and Development Department is the lead agency for administering these funds and will collaborate, partner, and foster cooperative relationships with other units of government and local non-and for-profit agencies.

The availability of federal CDBG, HOME and ESG funding has allowed the City of Kalamazoo to leverage other significant funds on the local and state level in particular to address the priority needs as detailed in the 2005 - 2009 Consolidated Plan. These funds, totalling a minimum of **\$20,838,070** include contributions from the City of Kalamazoo General Fund, several local and statewide philanthropic foundations, the Michigan State Housing Development Authority (MSHDA), program income, and numerous local donors. Each individual project/activity sheet included as part of this Annual Action Plan, indicates the amount of additional leveraged funds anticipated.

It is the City of Kalamazoo's intent to utilize between 90% - 100% of its CDBG resources for activities that will benefit low-and-moderate income persons.

## General Questions

1. Describe the geographic areas of the jurisdiction (including areas of low income families and/or racial/minority concentration) in which assistance will be directed during the next year. Where appropriate, the jurisdiction should estimate the percentage of funds the jurisdiction plans to dedicate to target areas.
2. Describe the basis for allocating investments geographically within the jurisdiction (or within the EMSA for HOPWA) (91.215(a)(1)) during the next year and the rationale for assigning the priorities.
3. Describe actions that will take place during the next year to address obstacles to meeting underserved needs.
4. Identify the federal, state, and local resources expected to be made available to address the needs identified in the plan. Federal resources should include Section 8 funds made available to the jurisdiction, Low-Income Housing Tax Credits, and competitive McKinney-Vento Homeless Assistance Act funds expected to be available to address priority needs and specific objectives identified in the strategic plan.

Program Year 5 Action Plan General Questions response:

RESPONSE TO GENERAL QUESTIONS 1 - 2. Local Requirements/Geographic Distribution/Allocation of Investments

Kalamazoo City Commission policy determines the local use requirements of HUD-funded programs. For PY2009, the City will continue to focus CDBG funded owner-occupied housing rehabilitation and public service activities in eligible low income neighborhoods as determined through the 2000 Census data. The City Commission decided that these low-to-moderate income areas would be targeted for CDBG funding because the areas contain over 51% of low to moderate income persons. Investing federal, state and local resources into these specific target areas increases the likelihood of producing a sustainable impact. The geographic areas include the neighborhoods of Eastside (Census Tract 1.00), Edison (CT 9.00, 10 and part of 11), Fairmont (part of CT 5.00), Northside (CT 2.02 & 3.00), Stuart (part of CT 5.00), and Vine (CT 6.00). Due to the low and extremely-low income households in the Central Business District (CT 2.01) and the Southside neighborhood (CT 11.00), limited CDBG assistance may be authorized in those neighborhoods on a project-by-project basis. Two maps of the City which delineate these neighborhoods and a table showing the corresponding demographic information for each neighborhood are available as an Appendix to the Annual Action Plan. The boundaries, number designations, and demographic statistics are those obtained from the 2000 Census.

Census Tracts 1.00, 2.02 and 3.00 include the highest percentages of the African American population in the city. The median household income in CT 2.02 and 3.00 is \$18,763 compared with a City-wide median household income of \$31,189. 47.3% of the population in CT 2.02 and 3.00 are at or below the federal poverty threshold. These two Census Tracts contain a vast number of Kalamazoo's old housing stock, that which contains or is likely to contain, lead-based paint. 380 housing units of the total 787 within CT 2.02 and 3.00, i.e., 48%, were built prior to 1939 (U.S. Census 2000). Census Tracts 9.00 and 10.00 contain the highest percentages of the Hispanic American population, and contain more rental units than single family housing units.

It is anticipated that nearly 100% of the PY2009 CDBG allocation will be expensed in the target areas as established by the Kalamazoo City Commission. HOME funds are used on a citywide basis. However, historic data indicates that nearly 100% of these funds are also used within the low-to-moderate targeted neighborhoods.

RESPONSE TO GENERAL QUESTION 3. The primary obstacles to meeting underserved needs in the Kalamazoo area include lack of financial resources, lack of coordination of community efforts and lack of capacity amongst some service providers. The City of Kalamazoo will devote its federal entitlement funding to addressing underserved needs, and in turn, assist in the leveraging of other federal, state and local funds to address these needs as well. The City will continue to assist in the coordination of efforts within the community in partnership with other nonprofits and philanthropic organizations including the Local Initiatives Support Corporation (LISC), the Poverty Reduction Initiative, the Kalamazoo Community Foundation, the Greater Kalamazoo United Way, and others. The City of Kalamazoo will assist in the development of technical assistance and capacity building in the community through its membership and active participation in such national and statewide organizations as the National Community Development Association (NCDCA), the Michigan Community Development Association (MCDA), the National Association of Housing and Redevelopment Officials (NAHRO), and by providing \$30,000 of CDBG funding to LISC for the provision of direct capacity-building assistance to 8 - 10 community-based development organizations (Project #024).

During PY2009, the City of Kalamazoo will also continue to work with several community organizations and efforts to meet underserved needs, including but not limited to, the Community Development Act Advisory Committee, Kalamazoo Neighborhoods Coalition, the Kalamazoo County Poverty Reduction Initiative, the Continuum of Care, currently administered through LISC, the Fair Housing Center of Southwest Michigan, Legal Aid of Western Michigan, and the newly-formed Foreclosure Prevention Task Force. A team effort involving several of the above-named organizations will assist the City in determining the best strategic use of Neighborhood Stabilization Program (NSP) funds and other targeted efforts utilizing resources anticipated from the American Recovery and Reinvestment Act of February 17, 2009.

The Foreclosure Prevention Task Force was organized in early 2008 to address obstacles involving foreclosures and to assist in the coordination of the several community agencies working on this topic. As well as the City of Kalamazoo Community Planning and Development Department, other agencies involved are: Kalamazoo County Treasurer's office, Kalamazoo Neighborhood Housing Services, Gryphon Place 2-1-1 Help Hotline, the Local Initiatives Support Corporation, Legal Aid of Western Michigan, and Northside Association for Community Development.

In addition, to assist specifically in the alleviation of poverty and meeting unmet needs in the jurisdiction, the City will undertake the following activities in PY2009:

Continue to support the Fair Housing Center of Southwest Michigan as a subrecipient using \$13,000 of CDBG (Project #014). Additionally, City staff serve in an advisory capacity on the Fair Housing Board of Directors.

Seek additional opportunities for projects which create new jobs. During 2008, the City of Kalamazoo established a Neighborhood Enterprise Zone within the Southside neighborhood of Kalamazoo (Census Tract 11.00) in partnership with the Michigan Economic Development Corporation, Michigan State Housing Development Authority, and the State Historic Preservation Office. The City of Kalamazoo will also continue to enhance and promote its Small Business Revolving Loan Fund for the purpose of offering an incentive to small business to create and/or maintain jobs (Project #006). It is anticipated that three (3) loans will be made during PY2009 for a total of \$120,000 of previous year's program income. It is anticipated that 6 jobs will be created or retained for low-to-moderate income individuals.

RESPONSE TO QUESTION 4:

At this time, following federal, state and local funds are anticipated to be available to address the needs identified in the Consolidated Plan:

Section 8: For 2009, the City of Kalamazoo anticipates receiving **1,018 Section 8 Vouchers** as follows:

829 Housing Choice vouchers allocated; 742 under contract; 87 open  
 189 HARP vouchers allocated; 146 under contract; 43 open

Low-Income Housing Tax Credits: The Kalamazoo Area Housing Corporation (KAHC), through the Rickman House Preservation LDHALP, Limited Partnership, will seek \$7.5 million in Low-Income Housing Tax Credits and \$1,921,600 in State and Federal Historic Tax Credits to renovate 46 efficiency housing units at the Rickman House, 345 N. Burdick Street, CT 2.01, BG 1. The Rickman House is a supportive housing development for clients with disabilities. These renovations will double the size of the original SRO units creating efficiency units at 300 – 425 square feet each. The total project cost is anticipated to be \$12,321,600. The City of Kalamazoo will assist KAHC, a local CHDO, with \$200,000 of HOME CHDO funds (Project #034).

McKinney-Vento Homeless Assistance Act Funds: For PY2009, HUD's Homeless Assistance Program will provide a total of **\$1,576,476** of additional resources to meet some of Kalamazoo's supportive housing needs:

Housing Resouces, Inc – Dedicated HMIS...SHPR	\$ 47,862
Catholic Family Services – The ARK - Directions...SHPR	\$ 104,240
Kalamazoo County Department of Mental Health and Substance Abuse – Full Count...SHPR	\$ 38,803
Kalamazoo County Department of Mental Health and Substance Abuse – Grand Slam	\$ 116,159
Kalamazoo County Department of Mental Health and Substance Abuse – Home Base I...SHRP	\$ 299,401
Kalamazoo County Department of Mental Health and Substance Abuse – Home Base II...SHRP	\$ 258,648
Kalamazoo County Department of Mental Health and Substance Abuse – Home Base III...SHRP	\$ 51,972
Community Healing Centers – New Beginnings...SHRP	\$ 109,113
Housing Resouces, Inc. – Homeward...SHPR	\$ 317,960
Housing Resources, Inc...Rapid Re-housing...SHP	\$ 232,318
<b>TOTAL....</b>	<b>\$1,576,476</b>

MSHDA: For PY2009, it is anticipated that MSHDA will invest **\$320,700** of its Emergency Shelter Grant funding for Kalamazoo service providers as follows:

YWCA/Domestic Assault Shelter.....	\$ 62,800
Open Door/Next Door Shelters.....	\$ 9,530
Kalamazoo County Emergency Overnight Shelter....	\$ 40,100
Housing Resources, Inc.....	\$ 190,545
Catholic Family Services/The ARK.....	\$ 10,200
LISC.....	\$ 7,525
<b>TOTAL.....</b>	<b>\$320,700</b>

Additionally, MSHDA is considering Tenant-Based Rental Assistance funding recommendations for the following grants to Kalamazoo-based nonprofits:

YWCA, Domestic Assault Housing Initiative...	\$500,000
Catholic Family Services, Homeless Youth.....	\$500,000
Kalamazoo County Public Housing Commission...	\$500,000
Housing Resources, Inc., Family Shelter.....	\$500,000
<b>TOTAL.....</b>	<b>\$2,000,000</b>

Local Foundations/Other: A total of \$5,038,024 of local funding will be leveraged as a result of CDBG. The HOME leveraged amount is tentatively \$11,821,600. All ESG subrecipients are required to match the City awards on a dollar-for-dollar basis; therefore, at a minimum, \$81,270 of local funds will be leveraged for ESG. This will be combined with \$1,576,476 of federal competitive McKinney-Vento funds and \$2,320,700 of state funding from the Michigan State Housing Development Authority (MSHDA) for a total of \$3,978,446 leveraged for ESG. In all, federal program funding to the City of Kalamazoo will generate a minimum of **\$20,838,070** in leveraged funds.

### Managing the Process

1. Identify the lead agency, entity, and agencies responsible for administering programs covered by the consolidated plan.
2. Identify the significant aspects of the process by which the plan was developed, and the agencies, groups, organizations, and others who participated in the process.
3. Describe actions that will take place during the next year to enhance coordination between public and private housing, health, and social service agencies.

Program Year 5 Action Plan Managing the Process response:

RESPONSE TO MANAGING THE PROCESS 1. The Community Planning and Development Department will serve as the lead agency for coordination of the Federal entitlement resources listed in this Annual Action Plan. The Department will work closely with all of the organizations and entities involved in the implementation of the community development strategy identified in the Consolidated Plan.

The primary concern within the organizational structure of providing affordable housing is to increase cooperation among service providers. To this end, the City will undertake the following steps to eliminate identified gaps and to strengthen cooperation:

- \* Participate in countywide planning activities as they relate to housing;

- \* Work with the local Continuum of Care and Emergency Housing Task Force in addressing the needs of the homeless;
- \* Continue to build collaborations within the local development entities to consolidate resources and efforts toward specific, mutually agreed upon objectives;
- \* Provide educational and capacity building training opportunities to nonprofit agencies to enhance management capacity resulting in an increased ability to undertake and carry out the provision of affordable housing and related support services.

RESPONSE TO MANAGING THE PROCESS 2. McKenna Associates, Inc. assisted the City with the preparation of the 2005-2009 Consolidated Plan. Much of focus in the development of this Consolidated Plan was on the solicitation of citizen ideas and input in order to understand the needs of the community. HUD's Guidelines for Preparing a Consolidated Plan Submission for Local Jurisdictions were used in the Plan's development. During the preparation of the Consolidated Plan, representatives from public and private agencies were interviewed, along with social service and housing development agencies, to gather information on community needs, possible solutions to the needs, level of funding needed, lead hazards, and other relevant community development needs.

The PY2009 Annual Action Plan was created in conjunction with representatives from several City departments and the Community Development Act Advisory Committee, (CDAAC) a thirteen (13) member citizens' advisory committee which makes funding recommendations to the City Commission. CDAAC includes members appointed by and representing six of the low-to-moderate income neighborhoods of the City (Eastside, Edison, Fairmont, Northside, Stuart, and Vine), plus seven members-at-large. On February 17, 2009, a notice in the Kalamazoo Gazette announced that the draft of the PY2009 plan was available for a 30-day public review and comment period. On March 12, 2009, a Public Hearing was held in conjunction with CDAAC to detail the contents of the annual action plan and to solicit additional public input.

Due to the delay in approving a federal budget, the time was extended to complete the PY2009 Annual Action Plan with accurate allocation amounts, the community through the members of CDAAC was kept informed of the process during CDAAC's public meetings of April 2, April 30, and May 14, 2009.

RESPONSE TO MANAGING THE PROCESS 3. During PY2009, the City of Kalamazoo will continue to assist with the coordination between public and private housing, health, and social service agencies. The City is represented on the local Continuum of Care, the LISC Affordable Housing Partnership Leadership Team and Neighborhood Reinvestment Committee, the Poverty Reduction Initiative and other coordinating bodies that strive to eliminate the duplication of services in this community. In addition, during PY2009, the City of Kalamazoo will work closely with the Local Initiatives Support Corporation in its advocacy efforts to implement the action steps to fully develop a county-wide housing plan and the 10-Year Plan to End Homelessness in Kalamazoo County.

## **Citizen Participation**

1. Provide a summary of the citizen participation process.
2. Provide a summary of citizen comments or views on the plan.

3. Provide a summary of efforts made to broaden public participation in the development of the consolidated plan, including outreach to minorities and non-English speaking persons, as well as persons with disabilities.
4. Provide a written explanation of comments not accepted and the reasons why these comments were not accepted.

\*Please note that Citizen Comments and Responses may be included as additional files within the CPMP Tool.

Program Year 5 Action Plan Citizen Participation response:

RESPONSE TO CITIZEN PARTICIPATION 1. The PY2009 Annual Action Plan was prepared in conjunction with several City departments and with the Community Development Act Advisory Committee (CDAAC), a thirteen (13) member citizens' advisory committee that makes funding recommendations to the City Commission. Six of the CDAAC members are appointed by and represent the core neighborhood associations, i.e., those with the highest representation of L/M residents, and seven are members-at-large. All meetings of CDAAC are posted on the City's website and on the door of the meeting location, are announced weekly during the City Commission meetings, which are covered by the local public access television channel, and are open to the public.

In addition to the Notice of Funding Availability posted in the local media on September 22, 23, and 24, 2008, staff held a Community Development Block Grant presubmission workshop on October 9, 2008, sent electronic versions of the application to past subrecipients, and had application packets available at the Development Center. Proposals were due in the Community Planning and Development Department by November 24, 2008.

CDAAC reviewed all applications for CDBG funding during the period of mid-December 2008 through mid-January 2009. Two subcommittees - Housing and Public Services - reviewed 30 proposals in light of the 2005 - 2009 City of Kalamazoo Consolidated Plan and current City Commission priorities. In total, the committees invested approximately 110 hours reviewing and deliberating over the applications.

During a special CDAAC meeting on February 12, 2009, the two CDAAC subcommittees presented their specific funding recommendations to the full CDAAC body for consideration and arrived at a consensus recommendation for the City Commission. The consensus recommendations for PY2009 CDBG funding were presented by CDAAC during a public hearing held at the regularly-scheduled City Commission meeting of March 2, 2009. Based on a set of criteria including City and HUD goals, leveraging, capacity, need and benefits, 21 of the 30 proposals were recommended for funding.

A public notice was posted in the Kalamazoo Gazette on February 17, 2009, indicating that the Community Development Act Advisory Committee would present a draft version of the PY2009 Annual Action Plan during a public hearing to be held on March 12, 2009. Each of the proposed projects was described in the context of the priorities as determined in the five-year strategic Consolidated Plan. That draft document was available for review at the City of Kalamazoo Development Center during a thirty (30) day period from March 12 - April 11, 2009. There were no citizen comments received during this 30-day comment period for the PY2009 Annual Action Plan.

Due to the delay in approving a federal budget, the time was extended to complete the PY2009 Annual Action Plan with accurate allocation amounts, and the community, through the members of CDAAC, was kept informed of the process during their meetings of April 2, April 30, and May 14, 2009, and with amendments posted in the Kalamazoo Gazette on May 20, 2009. There were no citizen comments or input during this extended period of time.

RESPONSE TO CITIZEN PARTICIPATION 2. Verbal comments received during the March 2, 2009 Public Hearing centered on disappointment with the continued reduction of available CDBG funding to meet the many, disparate needs of this community. There were no other citizen comments, neither verbal nor written concerning the PY2009 Annual Action Plan.

RESPONSE TO CITIZEN PARTICIPATION 3. In addition to the public notices and public hearings, all applicants for PY2009 CDBG funds were notified by letter about the recommended projects and funding levels, and were provided an opportunity to meet with City Community Planning and Development staff by appointment to discuss their projects and the process. Representatives from the YWCA, Professional Development and Training Center, Housing Resources, Inc., Minority Business Alliance, and Legal Aid of Western Michigan met with City staff to review their proposals and receive feedback on the relative merits of each application. Information was also provided to the Hispanic American Council to assist with outreach to the Spanish-speaking population of Kalamazoo. While there were no written comments concerning the PY2009 plan, the verbal comments provided to staff centered on the agencies' and community leaders' disappointments over the lack of available CDBG to meet the many, disparate needs of this community.

RESPONSE TO CITIZEN PARTICIPATION 4. There were no written or additional verbal comments made concerning the PY2009 Annual Action Plan at the public hearing or during the 30-day public comment period.

## **Institutional Structure**

1. Describe actions that will take place during the next year to develop institutional structure.

Program Year 5 Action Plan Institutional Structure response:

RESPONSE TO INSTITUTIONAL STRUCTURE 1. The public institutions that play a part in the implementation of the City's Consolidated Plan include the City of Kalamazoo, Kalamazoo County, the surrounding jurisdictions (including the Charter Township of Kalamazoo and the City of Portage), the Michigan State Housing Development Authority, Western Michigan University, Downtown Development Authority, Downtown Kalamazoo, Inc., and Downtown Tomorrow, Inc.

The Local Initiatives Support Corporation (LISC) began a special effort to coordinate housing development efforts on a county-wide basis beginning in PY2006. LISC has hired a coordinator to work effectively with all of the key partners and jurisdictions to encourage such concepts as inclusionary zoning and fair share housing, as well as the development of a functioning Housing Trust Fund. The City's Community Planning and Development Department will continue as a clearinghouse and potential funder for any relevant housing related activity within its jurisdiction.

In addition, dialogue has begun amongst the jurisdictions of Kalamazoo County to increase coordination of efforts to address various social issues. During 2005, the City and County agreed to merge the two independent public transportation systems under the management of the City of Kalamazoo. In January 2007, Kalamazoo County agreed to participate in a County-Wide Housing Trust Fund and pledged to match the City of Kalamazoo's initial \$250,000 general fund obligation, resulting in a \$500,000 Housing Trust Fund. Similar conversations have begun concerning coordination on such issues as foreclosure prevention, community planning, addressing lead-based paint hazards, zoning, and related topics.

## Monitoring

1. Describe actions that will take place during the next year to monitor its housing and community development projects and ensure long-term compliance with program requirements and comprehensive planning requirements.

Program Year 5 Action Plan Monitoring response:

RESPONSE TO MONITORING 1. In order to ensure the statutory and regulatory requirements are in full compliance, the City recognizes that monitoring of this Consolidated Plan must be carried out on a regular basis. Further, it is critical to confirm that information being reported to HUD through such mechanisms as IDIS is correct and complete. The City will seek the assistance of a number of organizations and agencies in monitoring its housing strategy in order to ensure it is progressing as planned.

The Community Planning and Development Department is responsible for preparing annual reports detailing the progress of all of the strategies contained in the Consolidated Plan. This department will monitor on a quarterly basis the implementation of these strategies in order to identify areas requiring improvement. This evaluation will include a review of expenditure timeliness, reports submitted by subrecipients, relative attainment of goals and objectives as set out at the beginning of the year, and potential problem areas that may be addressed with proactive or technical assistance.

To facilitate this, the City has implemented performance standards by which to evaluate the performance of its programs and the programs it funds. The standards are modeled after the HUD-recommended Objectives/Outcomes/Indicators matrix approach.

Another area of particular attention is the monitoring of subrecipients. The City's Community Planning and Development Department staff performs a risk assessment of all subrecipients and will monitor all subrecipients annually utilizing HUD guidelines and the City's performance standards in carrying out this monitoring. Each subrecipient will receive an on-site monitoring at least once every 3 years, depending on the relative risk factors for each program. High level risk factors include capacity issues/staff turnover, instances of public complaints, other previous significant monitoring issues, and relatively large allocations.

The objectives of the subrecipient monitoring will be to ensure reasonable project progress and accountability, ensure compliance with CDBG, HOME, ESG and other Federal requirements, as applicable, and to evaluate organizational and project performance. All subrecipients will be monitored through outcome-based standards, and will be evaluated on a performance-based system. Documentation will be maintained of all monitoring activities including reports of site visits, findings, and correspondence and resolution of any comments or findings.

Under the HOME program, the City and its partner agencies will guarantee that they will review all HOME-assisted rental housing projects to ensure compliance with all HOME program requirements.

The first level of HOME-assisted rental review comes from the City of Kalamazoo Code Administration within Community Planning and Development which ensures that all rental units in the City are certified and meet housing quality standards. All certifications require an on-site inspection by City Code Enforcement personnel and certifications are conducted every other year.

Specific to the HOME program, Housing Resources, Inc. (HRI) performs annual HUD HQS inspections on each housing unit that receives financial assistance. The results of the inspection are included as part of the client file on site at HRI. For every client who participates in the TBRA assistance program, an annual HQS and rent re-determination is completed on or about the anniversary date of entry. Furthermore, when HRI locates a housing unit which is not currently certified as a rental unit within the City of Kalamazoo, the Code Administration division is notified and follows-up on the case.

It is intended that this monitoring plan will reinforce the communication network between the City and the various housing and human needs agencies participating directly in the implementation of the Consolidated Plan or assisting in the provision of services supporting the Plan's strategies. The monitoring process will also ensure accountability, compliance, and adequate progress from the various agencies funded as a part of the City's CDBG, HOME, and ESG programs.

Additionally, the City of Kalamazoo, in conjunction with its 13 member citizen's advisory committee, CDAAC, reviews the goals and objectives as set forth in the 2005 - 2009 Consolidated Plan at least three times per year - 1) at the time of the submission of new CDBG proposals, 2) in preparation for the Annual Action Plan Public Hearing, and 3) at the time of the Public Hearing for the Consolidated Annual Performance and Evaluation Report.

A further review of compliance with program requirements includes staff oversight of timeliness issues. Kalamazoo has been able to maintain timeliness in the utilization of its federal resources largely because of the annual allocation process with one-year Agreements. Staff review monthly reimbursement requests and monitor those agencies from whom no activity is observed. Subrecipients are requested to submit a 6-month report at which time staff can be alerted to any potential timeliness issues. And finally, during March of each year, staff runs IDIS reports to confirm that the City of Kalamazoo is being timely in the expenditures of its federal funds.

## Lead-based Paint

1. Describe the actions that will take place during the next year to evaluate and reduce the number of housing units containing lead-based paint hazards in order to increase the inventory of lead-safe housing available to extremely low-income, low-income, and moderate-income families, and how the plan for the reduction of lead-based hazards is related to the extent of lead poisoning and hazards.

Program Year 5 Action Plan Lead-Based Paint response:

During 2007, the City in partnership with Kalamazoo County received a \$100,000 grant from the Environmental Protection Agency to fund projects to reduce childhood lead poisoning. Much of that program was implemented during PY2008. In the grant application the City specified four tiers of activities as follows.

### **Tier 1: Lead Safe Work Practices Class at Kalamazoo Valley Community College**

This project is being coordinated by the City of Kalamazoo Historic Preservation Coordinator, Sharon Ferraro. Classes in lead safe work practices were offered in 2008 and will also be offered in 2009. This class is eligible for continuing education credits for some groups. The goal of the class is to teach attendees lead safe work practices and the strategies for implementing them. More information is available at [www.mteckvcc.com](http://www.mteckvcc.com) under "Training".

For 2009, the organizers will move the classes to meeting rooms at neighborhood associations located in CDBG neighborhoods, more accessible to the low-income population and the older homes. The class will be offered in April, June, August and October. Preliminary contact with four neighborhood associations has been extremely positive. The instructor and the books will be donated for an in-kind contribution. Each class will have a maximum capacity of 40 students and lunch will be provided at no cost.

Evaluation Criteria

- 1) Each of the 4 trainings in 2009 will have 25-40 students, for a total of 100-160 students certified to do rehab work on homes.
- 2) Evaluations completed at the conclusion of the training, both of the coursework and the instructor, showing at least an 80% favorable response to the training.

### **Tier II: Orientation on Michigan's Lead Safe Law**

This training will provide an overview of the dangers of lead poisoning, information on Michigan's lead law, what to expect during a lead assessment and on the various programs and projects available for property owners, managers, etc. to help. This section of the program was initiated on November 8, 2007 with a second training held on November 13, 2007.

The organizers will host a dual Lead Safe Work Practices/Lead Law Training set of workshops in the neighborhoods, targeting renters and homeowners in some of our lower income neighborhoods during 2009.

### **Tier III: Awareness Campaign**

This part of the grant will be coordinated by the County to undertake a multi-faceted awareness campaign on the subject of lead and lead poisoning prevention. Activities planned include:

- packets and paint stir sticks with information at paint stores
- media campaign (radio, TV, billboards, and bus signs) to spread information in coordination with Lead Poisoning Prevention week
- direct mailing of postcards
- providing information to schools, daycares, preschools - especially in high risk zip codes
- Head Start classrooms - present "*Sesame Street Lead Away Video*", pamphlets and prizes
- door to door campaigns in targeted zip codes
- informational inserts in the Kalamazoo water bills

The majority of this work was accomplished during 2008.

#### **Tier IV: Pre-Intervention Assessment for Rental Housing**

This tier of the program will provide property owners with hands on training from a certified lead risk assessor on what to look for, where lead hazards are in and around a dwelling and how to mitigate hazards when working on houses. The intention is to provide this information before work is done and before a child is found with elevated blood lead levels. The city is working on obtaining a contractor to perform the assessments and provide the hands on training to landlords.

During the latter part of 2008, the organizers changed the scope of work to completely cover the cost of the pre-intervention assessments. Previously, with a 50:50 match, the City was unable to garner any interest in the program. With the 100% percent funding, 27 people put their names on the reservation list. Of those 27 people, 14 completed full applications and had the assessments completed.

The organizers are considering several different options for encouraging additional assessments, including opening the program up to homeowners, as well as multiple unit assessments for landlords

Additionally, for PY2009 a portion of the CDBG award (\$24,000 out of a total award of \$200,000) to Kalamazoo Neighborhood Housing Services, Inc. will provide three (3) lead abatement grants for L/M homeowners (Project #021).

## HOUSING

### **Specific Housing Objectives**

\*Please also refer to the Housing Needs Table in the Needs.xls workbook.

1. Describe the priorities and specific objectives the jurisdiction hopes to achieve during the next year.
2. Describe how Federal, State, and local public and private sector resources that are reasonably expected to be available will be used to address identified needs for the period covered by this Action Plan.

Program Year 5 Action Plan Specific Objectives response:

RESPONSE TO SPECIFIC OBJECTIVES 1. In its 5 year strategic plan, the City of Kalamazoo identified that affordable housing was clearly indicated as a primary concern during the public input meetings.

The high priority housing needs during PY2009, as identified in the Consolidated Plan include the following:

- \* 40 individuals in the category of "small related," i.e., 2 - 4 people households in the 31% - 50% HAMFI will receive rental assistance;
- \* 40 individuals in the category of "large related," i.e., 5+ people households in the 31% - 50% HAMFI will receive rental assistance;
- \* 40 elderly individuals in the 31% - 50% HAMFI will receive rental assistance;
- \* 40 elderly individuals in the 51% - 80% HAMFI will receive rental assistance;
- \* 40 individuals in the category of "all other," in the 31% - 50% HAMFI will receive rental assistance;
- \* 120 homeowners in the 31% - 50% HAMFI will receive assistance in homeownership or rehabilitation.
- \* 40 special needs individuals in the 0 - 80% HAMFI will receive assistance in homeownership or rehabilitation.

RESPONSE TO SPECIFIC RESOURCES 2. During PY2009, the City of Kalamazoo and its subrecipients will utilize federal and state funding plus program income to accomplish the following activities and address the above-cited priorities:

a. Rental Assistance:

Housing Resources, Inc. - HOME Family Self-Sufficiency Program (\$200,000) - 100 households/200 individuals will receive short-term financial assistance such as security deposits and rent subsidies (Project #033).

Housing Resources, Inc. - CDBG Tenant Based Rental Assistance - Administration (\$40,000) – HRI will assist 100 households/200 individuals to receive short-term financial assistance such as security deposits and rent subsidies plus referrals to other housing-related resources (Project #017).

Housing Resources, Inc. - CDBG Housing Stabilization (\$18,000) - 200 L/M households/400 individuals will receive one-time emergency financial assistance grants and/or limited rental subsidies. (Project #016).

YWCA of Kalamazoo – TBRA Program (\$45,000) – 54 L/M victims of domestic violence and their dependents will receive tenant-based rental assistance - security deposits and rent subsidies - to remove them from the source of violence and assist them in securing affordable housing (Project #034).

Kalamazoo Area Housing Corporation – Rickman House Renovations – (\$200,000) KAHC, a certified, local CHDO organization, will use \$200,000 in a combination of current and prior year's HOME CHDO funding to renovate the Rickman House supportive housing development project. 46 housing units will be renovated, expanded and improved (Project #034).

The City of Kalamazoo will work in conjunction with Catholic Family Services to rehabilitate two houses with a total of 3 rental units to serve low-to-moderate income households. The project will involve the demolition of one structure, the moving of an historic house to replace it, site improvements and rehabilitation of the units at 527 – 531 Eleanor Street. HOME funds are proposed to be used in the amount of \$45,000 (Project #031).

The City of Kalamazoo will use \$22,000 of HOME funds to assist up to four units of rental housing rehabilitation for the benefit of low-to-moderate income households, TBD (Project #035).

Therefore, a total of \$570,000 in CDBG and HOME funds will be used to meet the needs of L/M renters in the City of Kalamazoo.

b. Homeowners:

Seniors:

Douglass Community Association will use CDBG (\$45,000) to assist 10 L/M senior households with home repairs, and to perform housing needs assessments for 20 senior homeowners (Project #011);

Senior Services, Inc. will use CDBG (\$96,000) to assist 85 L/M senior households with minor home repairs and 30 barrier-free improvements (Project #027).

Therefore, a total of \$141,000 in CDBG will be used to meet the needs of senior homeowners in the City of Kalamazoo.

Disabled:

The Disability Network of Southwest Michigan will use CDBG (\$15,000) to build and install six (6) ramps for disabled access for income eligible homeowners (Project #010);

Living Ways Foundation will use CDBG (\$25,000) toward the weatherization and rehabilitation of one (1) single family home located at 710 Lovell Street for four (4) persons with developmental disabilities (Project #023);

Therefore, a total of \$40,000 in CDBG will be used to meet the needs of disabled homeowners.

Low-to-Moderate Income Households:

Kalamazoo Valley Habitat for Humanity will use CDBG (\$40,000) for the acquisition and rehabilitation of four (4) housing units for homeownership by qualified L/M income households (Project #021);

Kalamazoo Neighborhood Housing Services, a local CHDO, will use CDBG (\$200,000) and an estimated additional \$130,000 of program income for the acquisition, rehabilitation, weatherization, and emergency repairs of approximately twenty-one (21) housing units for homeownership by qualified L/M income households (Project #020);

Constructive Community Builders, Inc. (CCBI) will use CDBG funds (\$30,000) for the rehabilitation of one (1) house located at 636 Ada Street (CT 3.00, BG 3) to sell to a qualified L/M income household (Project #009);

The Edison Neighborhood Association will use CDBG (\$30,000) to provide exterior repairs to approximately twenty (20) L/M households in CT 9.00 and 10.00 and bring those units up to exterior code standards (Project # 013);

Kalamazoo Neighborhood Housing Services, Inc. will use \$101,260 of HOME funds to rehabilitate 5 single family housing units to support additional affordable housing in Kalamazoo, (Project #036);

The City of Kalamazoo will use CDBG (\$250,000) to assist low-to-moderate income homeowners in a targeted strategy possibly involving additional federal stimulus funds (Project #007). The target area will be one of the City's L/M income Census Tracts as defined by HUD. The CDBG-eligible project(s) will be decided by a develop team involving the Local Initiatives Support Corporation (LISC), impacted neighborhood associations, and the 13-member Community Development Act Advisory Committee.

Therefore, a total of \$753,167 in CDBG and HOME funds will be used to meet the needs of low-to-moderate income homeowner households in the City of Kalamazoo.

In summary, the annual goals of the 5-year Consolidated Plan projects that 200 L/M households are to be assisted with rental assistance; for PY2009, 307 such households and approximately 710 individuals will be assisted using CDBG and HOME funds. 120 L/M households were projected in the 5-year plan to be assisted with homeownership or rehabilitation services; for PY2009, 207 such households will actually be assisted using CDBG and HOME funds. Included in that total, ten (10) special needs households are projected to be assisted with housing needs; an estimated ninety-five (95) elderly households will receive housing, ramps or other accessibility assistance, and another fifty (50) will receive an assessment of housing repairs and/or other services needed.

### **Needs of Public Housing**

1. Describe the manner in which the plan of the jurisdiction will help address the needs of public housing and activities it will undertake during the next year to encourage public housing residents to become more involved in management and participate in homeownership.
2. If the public housing agency is designated as "troubled" by HUD or otherwise is performing poorly, the jurisdiction shall describe the manner in which it will provide financial or other assistance in improving its operations to remove such designation during the next year.

Program Year 5 Action Plan Public Housing Strategy response:

RESPONSE TO PUBLIC HOUSING STRATEGY 1. In March 2002, Kalamazoo County created a public housing commission primarily for the purpose of administering the Section 8 housing voucher program for the area. The Commission does not oversee any public housing facilities. During 2006, the public housing commission began to expand its role in providing services related to affordable housing in and for the general region. The public housing commission was successful in obtaining a Michigan State Housing Development Authority grant in the amount of \$1,000,000 during 2007 and 2008 to assist with transitional housing. \$125,000 of the Kalamazoo County Housing Trust Fund will be used to assist with this project and match the MSHDA funds. The City of Kalamazoo will continue to be supportive of public housing commission expansion of services, and views a partnership with the Commission as an important step in addressing the local issue of "fair share housing," that is, ensuring that affordable housing is available throughout the County, and not just within the City of Kalamazoo.

RESPONSE TO PUBLIC HOUSING STRATEGY 2. The public housing agency is not designated as "troubled."

### **Barriers to Affordable Housing**

1. Describe the actions that will take place during the next year to remove barriers to affordable housing.

Program Year 5 Action Plan Barriers to Affordable Housing response:

RESPONSE TO AFFORDABLE HOUSING 1. The City of Kalamazoo committed \$250,000 of its 2004 general funds for the purpose of establishing a county-wide housing trust fund. The concept of a housing trust fund has received strong support from the nonprofit and housing industry in Kalamzaoo, and during January 2007, the Kalamazoo County Commission approved the allocation of \$250,000 to match the funds already pledged by the City of Kalamazoo. As part of its 2008 budget, the Kalamazoo County Commission pledged additional resources toward this fund and challenged other jurisdictions to assist in building this fund. On May 13, 2008, in an effort to enhance this regional fund, the City of Portage pledged \$100,000 for each of the next two fiscal years to encourage additional matching funds from the County and continue to build the fund.

The first housing development project to come from this fund will be the renovation and rehabilitation of 10 rental units plus one unit for an in-house support staff located at 319 Elm Street. The supportive housing units will be for the chronically homeless.

The Local Initiatives Support Corporation (LISC) continues to coordinate a county-wide approach to developing affordable housing and the trust fund is one key element of that strategy.

Additionally, the City of Kalamazoo will provide CDBG funds to assist in the services offered by the Fair Housing Center of Southwest Michigan (Project #014 - \$13,000) and Legal Aid of Western Michigan (Project #022 - \$10,000) to assist with homeless prevention and landlord-tenant disputes.

The City of Kalamazoo's Code Enforcement and Anti-Blight effort, funded with CDBG, has, as its main purpose, the identification and resolution of blighted housing units to be made available for L/M income households, thereby increasing the number of affordable housing units in the City. The City of Kalamazoo will provide Code and Anti-Blight enforcement in CDBG- eligible neighborhoods, i.e., CT 1.00 - 11.00 (Project #003; total \$428,754).

The City of Kalamazoo will utilize CDBG (\$30,000) for the Local Initiatives Support Corporation (LISC) (Project #024) to provide capacity building and technical assistance to 8 – 10 housing, CHDO and neighborhood-based nonprofit organizations operating within Kalamazoo. The capacity and productivity of these organizations are important elements in addressing current barriers to the provision of affordable housing.

## **HOME/ American Dream Down payment Initiative (ADDI)**

1. Describe other forms of investment not described in § 92.205(b).
2. If the participating jurisdiction (PJ) will use HOME or ADDI funds for homebuyers, it must state the guidelines for resale or recapture, as required in § 92.254 of the HOME rule.
3. If the PJ will use HOME funds to refinance existing debt secured by multifamily housing that is that is being rehabilitated with HOME funds, it must state its refinancing guidelines required under § 92.206(b). The guidelines shall describe the conditions under which the PJ will refinance existing debt. At a minimum these guidelines must:

- a. Demonstrate that rehabilitation is the primary eligible activity and ensure that this requirement is met by establishing a minimum level of rehabilitation per unit or a required ratio between rehabilitation and refinancing.
  - b. Require a review of management practices to demonstrate that disinvestments in the property has not occurred; that the long-term needs of the project can be met; and that the feasibility of serving the targeted population over an extended affordability period can be demonstrated.
  - c. State whether the new investment is being made to maintain current affordable units, create additional affordable units, or both.
  - d. Specify the required period of affordability, whether it is the minimum 15 years or longer.
  - e. Specify whether the investment of HOME funds may be jurisdiction-wide or limited to a specific geographic area, such as a neighborhood identified in a neighborhood revitalization strategy under 24 CFR 91.215(e)(2) or a Federally designated Empowerment Zone or Enterprise Community.
  - f. State that HOME funds cannot be used to refinance multifamily loans made or insured by any federal program, including CDBG.
4. If the PJ is going to receive American Dream Down payment Initiative (ADDI) funds, please complete the following narratives:
- a. Describe the planned use of the ADDI funds.
  - b. Describe the PJ's plan for conducting targeted outreach to residents and tenants of public housing and manufactured housing and to other families assisted by public housing agencies, for the purposes of ensuring that the ADDI funds are used to provide down payment assistance for such residents, tenants, and families.
  - c. Describe the actions to be taken to ensure the suitability of families receiving ADDI funds to undertake and maintain homeownership, such as provision of housing counseling to homebuyers.

Program Year 5 Action Plan HOME/ADDI response:

RESPONSE TO HOME/ADDI 1. HOME funds will not be used for any activity not described in 92.205 (b). The City of Kalamazoo uses its HOME funds primarily as grants to assist with Tenant Based Rental Assistance and the development of single family and/or rental housing. Loans will be the targeted form of investment for rental rehabilitation, and grants will be preferable for homeownership developments. For PY2009, the City is reviewing several HOME proposals, but has not finalized its involvement with any of them at the time of this plan submittal.

RESPONSE TO HOME/ADDI 2. One to four unit homes purchased with Home Investment Partnerships Program (HOME) monies will remain affordable for the required time period (up to \$14,999 per unit of HOME monies, affordability equals five (5) years; \$15,000 to \$40,000 per unit, affordability equals 10 years) and will not exceed 95% of the median purchase price for the area as determined by the Section 203(b) program limits.

Generally, home ownership assistance (which may include down payment assistance and rehabilitation) will be restricted to a maximum of \$14,999 per unit with the resulting five (5) year affordability period. The City reserves the option of granting an exception to the maximum investment at its sole discretion.

For projects involving HOME in which five (5) or more units are assisted, the City of Kalamazoo requires that an Affirmative Marketing Plan be presented to the City and adhered to. It includes an indication of how the grantee will inform the general public and solicit applications from eligible persons in the housing market area. Advertising, at a minimum, is expected to be in a newspaper of general circulation, as well as targeted postings to those agencies most likely to work with households needing affordable and decent housing.

The City of Kalamazoo is committed to a policy of affirmatively marketing and furthering fair housing within its jurisdiction. During 2008, the City of Kalamazoo contracted with J-Quad Consultants to research and update its Analysis of Impediments to Fair Housing Choice study. The update was finalized on April 21, 2009 in time to serve as one element of the City of Kalamazoo 2010 – 2014 Consolidated Plan. The previous AI report was completed in July 2003 and indicated that the growing concentration of minority populations within the jurisdiction, a disproportionately large number of rental units, age of the housing stock, and the state of the local and state economies are all contributing factors that serve as impediments to fair housing.

The City of Kalamazoo was the first entity to commit funding to a county-wide Housing Trust Fund, one of the purposes of which is to assist in making housing choices more plentiful and affordable throughout Kalamazoo County. CDBG funds for the Local Initiatives Support Corporation in PY2009 are to support coordination efforts to move this effort of “fair share housing” forward. The predominance of the City of Kalamazoo’s housing support for PY2009 has targeted homeownership activities, including CDBG and HOME assistance. Only the Family Self-Sufficiency/TBRA and Housing Stabilization programs offered through Housing Resources, Inc. are rental programs. The City of Kalamazoo’s own Anti-Blight and Code Enforcement activities, plus its CDBG support for Kalamazoo Neighborhood Housing Services, Senior Services, Inc., Douglass Community Association, Living Ways Foundation, Constructive Community Builders, Edison Neighborhood Association, and Kalamazoo Valley Habitat for Humanity, all target the rehabilitation of the City’s older housing stock in an effort to maintain the quality of decent housing, and make the housing more affordable through better weatherization, roofing, furnace replacements, etc. The City of Kalamazoo continues to support small business development through its Small Business Revolving Loan fund in an effort to create or maintain essential jobs for local low-to-moderate income individuals, thereby providing stability which may lead to homeownership.

**Recapture Provision:** The primary means for assuring continued affordability and availability of low/mod income occupied homes will be through the use of the recapture requirements as defined in 24 CFR 92.254(a)(5)(ii). If a purchaser sells the HOME assisted dwelling during the period of affordability, the City will require that the outstanding HOME subsidy be recaptured at the time of resale. The outstanding HOME subsidy is calculated on a prorated basis depending on the period of time the homeowner has lived in the house and the affordability period. For example, if the homeowner has lived in the house for three (3) years and the affordability period is five (5) years, the outstanding HOME balance equals 2/5 of the HOME assistance. If the homeowner has lived in the house for three (3) years and the affordability period is ten (10) years, then the outstanding HOME balance is 7/10 of the HOME assistance. Full repayment may not be required if, after provision for seller's "fair return on investment" (see below), there are no net proceeds or insufficient net proceeds to fully repay the subsidy. The term of affordability will be ended when the HOME subsidy is repaid in whole or in part, to the City HOME fund. The recapture provision will be enforced with a formal agreement with the home buyer and recorded as a lien on the property.

**Resale Provision:** At its sole discretion, the City may opt to enforce the resale provision (as defined in 24 CFR 92.254 (a)(5)(i)). Under the resale option, the home buyer may sell the property during the term of affordability provided that the following conditions are met:

The sale is to a moderate to low income household that will use the property as its principal residence. A moderate to low income household is defined as a household whose gross annual income does not exceed 80% of the area median income, adjusted for household size.

The sale price of the property may not exceed the lesser of:

- a. the appraised value of the property at the time of sale, or
- b. a sale price that yields an affordable mortgage.

A mortgage is considered affordable if the monthly payment for principle, interest, taxes, and insurance (PITI) does not exceed 30 percent of the gross monthly income of a household with an income less than 80 percent of the median income for the area, adjusted for household size. Household size will be determined by using the maximum occupancy standard. If necessary and available, the City will invest additional HOME funds to assure that the subsequent mortgage is affordable as defined by the HOME regulations.

**RESPONSE TO HOME/ADDI 3.** The City of Kalamazoo will not use its HOME funds to refinance existing debt secured by multifamily housing that is being rehabilitated with HOME funds.

**RESPONSE TO HOME/ADDI 4.** The City of Kalamazoo does not anticipate that it will receive any American Dream Down Payment Initiative (ADDI) funds in PY2009.

**OTHER:** Additionally, in terms of the HOME program, the City of Kalamazoo is listed as a distressed community. As such, it is responsible to match at the level of 12.5% its HOME investment from HUD. The City intends to meet this match by a combination of cash match from other, non-federal resources invested in the HOME-assisted projects, by counting the discounted value of property that the City may donate for HOME-assisted projects, and by the value of sweat equity for HOME comparable projects, most notably, from the Kalamazoo Valley Habitat for Humanity.

For PY2009, the City of Kalamazoo will utilize \$200,000 of its HOME funds to support an established Tenant Based Rental Assistance program administered by Housing Resources, Inc. (Project #032). The Area Median Income for a family of four in Kalamazoo for 2009 was determined to be \$62,900. Several key employers are continuing to reduce their workforces here, and unemployment is increasing. The need for tenant-based rental assistance has never been greater. Even two minimum wage earners have difficulty in locating decent housing which does not cost them less than 30% of their combined incomes. The Family Self-Sufficiency program, through tenant-based rental assistance, serves to address this need.

Additionally, incidences of domestic violence tend to increase in more difficult economic times. This is true in Kalamazoo as well. \$45,000 of HOME funds will be used to assist the YWCA Tenant Based Rental Assistance program (Project #034), and will help 54 victims of domestic violence find safe, suitable housing as part of a MSHDA-funded multi-year program.

The City will meet its annual HOME CHDO obligation by assisting the Kalamazoo Area Housing Corporation, a locally certified CHDO, as it renovates 46 units at the Rickman House, a supportive housing project located at 345 N. Burdick Street, CT 2.01, BG 1 (Project #033). \$200,000 of HOME funds will be used to assist the Rickman House project during PY2009. Additional support will be considered during the next program year.

Long-term compliance with housing codes and on-site inspections is being addressed by the City of Kalamazoo and its partner agencies, Housing Resources, Inc. and each of the eight (8) active nonprofit neighborhood associations. Community housing standards are improved through the efforts of the City of Kalamazoo's Anti-Blight Team, which inspected and identified 364 code compliance issues and had oversight of 19 demolitions of dangerous buildings in the City during the most-recently completed program year. The City of Kalamazoo continues to improve the quality of housing in this community through an aggressive rental certification program and code enforcement, including rental units and homeowners. Neighborhood associations have partnered with the City's Community Planning and Development Department to assist in the identification of substandard housing units, which the City intends to seek various options to address. All units of housing assisted with CDBG and HOME funds during PY2009 will meet the requirements of Section 215, as detailed in the HOME regulations at 92.252 for renters and 92.254 for homeowners. There were no set goals or of units identified in the 2005 – 2009 Consolidated Plan against which to compare. City staff annually monitor a sampling of HOME-assisted units at each rental housing complex during the affordability period for each as per the HOME program requirements. The TBRA and Section 8-assisted rental units are monitored on-site by staff of Housing Resources, Inc. which alerts the City and/or MSHDA to any issues it detects.

## HOMELESS

### Specific Homeless Prevention Elements

\*Please also refer to the Homeless Needs Table in the Needs.xls workbook.

1. Sources of Funds—Identify the private and public resources that the jurisdiction expects to receive during the next year to address homeless needs and to prevent homelessness. These include the McKinney-Vento Homeless Assistance Act programs, other special federal, state and local and private funds targeted to homeless individuals and families with children, especially the chronically homeless, the HUD formula programs, and any publicly-owned land or property. Please describe, briefly, the jurisdiction's plan for the investment and use of funds directed toward homelessness.
2. Homelessness—In a narrative, describe how the action plan will address the specific objectives of the Strategic Plan and, ultimately, the priority needs identified. Please also identify potential obstacles to completing these action steps.
3. Chronic homelessness—The jurisdiction must describe the specific planned action steps it will take over the next year aimed at eliminating chronic homelessness by 2012. Again, please identify barriers to achieving this.
4. Homelessness Prevention—The jurisdiction must describe its planned action steps over the next year to address the individual and families with children at imminent risk of becoming homeless.
5. Discharge Coordination Policy—Explain planned activities to implement a cohesive, community-wide Discharge Coordination Policy, and how, in the coming year, the community will move toward such a policy.

Program Year 5 Action Plan Special Needs response:

RESPONSE TO HOMELESS PREVENTION 1. Homelessness in Kalamazoo continues to be a countywide issue. Although the majority of the emergency shelters and service providers are located within the City of Kalamazoo and most of the homeless persons are in the City of Kalamazoo, this is an all-encompassing concern that should be addressed on a countywide level.

Due to a change in its CDBG-formula award, the City of Kalamazoo has not received ESG funds during PY2004, PY2005, and PY2006. Beginning in PY2007, the City of Kalamazoo again began receiving Emergency Shelter Grant (ESG) funds, and for PY2009 the allocated amount is \$81,270. Following a special meeting held on April 2, 2009, the Community Development Act Advisory Committee recommended the following six projects for PY2009 ESG funding:

Catholic Family Services - The ARK, a 13-bed shelter for runaway and homeless youth aged 10 to 17 years (Project #37, \$7,700). Housing Resources, Inc. operates a 24-bed shelter for homeless families, allowing the families to be sheltered together and not separated (Project #38, 15,450). The YWCA Domestic Assault Shelter provides 46 shelter beds and services for abused women and their dependent children (Project #39, \$19,200). The Kalamazoo Gospel Mission maintains a shelter capable of housing 463 plus individuals and families (Project #40, \$25,600). The Open Door and Next Door Shelters provide 12 beds for single, young homeless people (Project #41, \$6,320). Ministry with Community provides daytime shelter services such as laundry, transportation, and counseling to between 500 – 1,000 people each day (Project #42, \$7,000).

Additionally, state and other funding proposals are being overseen by the LISC-administered Continuum of Care, of which the City of Kalamazoo is a participant. Emergency shelter monies have been accessed by the Continuum of Care through the U.S. Department of Housing and Urban Development (HUD), and through the Michigan State Housing Development Authority (MSHDA). The City will continue to work closely with the Continuum of Care in the strategic utilization of applicable resources, including the Homeless Prevention and Rapid Re-Housing Program funds during 2009.

For PY2009, HUD’s Homeless Assistance Program will also provide a total of **\$1,576,476** of additional resources to meet some of Kalamazoo’s supportive housing needs:

Housing Resources, Inc – Dedicated HMIS...SHPR	\$ 47,862
Catholic Family Services – The ARK - Directions...SHPR	\$ 104,240
Kalamazoo County Department of Mental Health and Substance Abuse – Full Count...SHPR	\$ 38,803
Kalamazoo County Department of Mental Health and Substance Abuse – Grand Slam	\$ 116,159
Kalamazoo County Department of Mental Health and Substance Abuse – Home Base I...SHRP	\$ 299,401
Kalamazoo County Department of Mental Health and Substance Abuse – Home Base II...SHRP	\$ 258,648
Kalamazoo County Department of Mental Health and Substance Abuse – Home Base III...SHRP	\$ 51,972
Community Healing Centers – New Beginnings...SHRP	\$ 109,113
Housing Resources, Inc. – Homeward...SHPR	\$ 317,960
Housing Resources, Inc...Rapid Re-housing...SHP	\$ 232,318
<b>TOTAL....</b>	<b>\$1,576,476</b>

MSHDA: For PY2009, it is anticipated that MSHDA will invest **\$320,700** of its Emergency Shelter Grant funding for the Kalamazoo service providers as follows:

YWCA/Domestic Assault Shelter.....	\$ 62,800
Open Door/Next Door Shelters.....	\$ 9,530
Kalamazoo County Emergency Overnight Shelter....	\$ 40,100
Housing Resources, Inc.....	\$ 190,545
Catholic Family Services/The ARK.....	\$ 10,200
LISC.....	\$ 7,525
<b>TOTAL.....</b>	<b>\$320,700</b>

Additionally, MSHDA is considering Tenant-Based Rental Assistance funding recommendations for the following grants to Kalamazoo-based nonprofits:

YWCA, Domestic Assault Housing Initiative...	\$500,000
Catholic Family Services, Homeless Youth....	\$500,000
Kalamazoo County Public Housing Commission...	\$500,000
Housing Resources, Inc., Family Shelter.....	\$500,000
<b>TOTAL.....</b>	<b>\$2,000,000</b>

Local resources anticipated to address issues of homelessness will be leveraged from the following sources: Kalamazoo County, the Greater Kalamazoo United Way, the Kalamazoo Foundation, the Dalton Foundation, the Arcus Foundation, several area churches and individual donors.

The members of the Continuum of Care will continue to provide services to the transitional and homeless population. The City will continue to use CDBG and the Homeless Prevention and Rapid Re-Housing Funds under the American Recovery and Reinvestment Act of 2009 as supplemental resources to support eligible activities that address issues of homelessness as well.

2. Homelessness—In a narrative, describe how the action plan will address the specific objectives of the Strategic Plan and, ultimately, the priority needs identified. Please also identify potential obstacles to completing these action steps.

RESPONSE TO HOMELESS PREVENTION 2. The City of Kalamazoo Consolidated Plan 2005 - 2009, addressed the need to assist public services, especially those focused on youth and crime prevention under Priority #5. Strategy 5D was to "provide support as prioritized in the Annual Action Plan to public services, shelters, and transitional programs that provide support and sanctuary to families and individuals in need." During PY2009, the City will fund the following projects to assist in meeting the homeless objectives of the strategic plan:

Catholic Family Services - The ARK Shelter for Runaway Youth - \$7,000 (CDBG Project #001). The ARK Shelter will provide shelter, counseling and assistance for up to thirty-two runaway youth. The ARK program attempts to reconcile and reunite families whenever possible, thereby reducing the likelihood that the affected youth will become involved in criminal behavior.

Open Door/Next Door Shelters - \$10,000 (CDBG Project #026). The Open Door Shelter is for young men, while the Next Door Shelter is for young women. Funding for this program will provide shelter, counseling, job hunting assistance, and other forms of life coach/mentoring for approximately 50 – 50 individuals thereby reducing the likelihood that the affected individuals will become homeless and/or involved in criminal behavior. The Open Door and Next Door Shelters will provide 4,380 nights of shelter, daily meals, counseling/mentoring and other services during PY2009.

YWCA Domestic Assault Program - \$20,000 (CDBG Project #028). The YWCA Domestic Assault Shelter provides sanctuary from domestic violence for women and their dependents. In addition, the participants receive 4,000 units of counseling and other supportive services. Removing the women from the scene of domestic violence protects them and reduces the criminal behavior of additional assaults. The YWCA will provide 12,000 nights of shelter for approximately 600 victims of domestic assault and their dependents.

Additionally, the YWCA has developed a supportive housing program for victims of domestic violence. This program has received a multi-year MSHDA grant in the amount of \$900,000 and will receive City of Kalamazoo HOME funds of \$45,000 (Project #034) to partially meet the local match requirement.

Housing Resources, Inc. administers the HOME-assisted Family Self-Sufficiency Program (\$200,000) in which 100 households/200 individuals will receive short-term financial assistance such as security deposits and rent subsidies (Project #032) to prevent them from becoming homeless.

As well, Housing Resources, Inc. will receive CDBG funding of \$40,000 to administer the Tenant Based Rental Assistance/Family Self-Sufficiency program. HRI will assist 100 households/200 individuals to receive short-term financial assistance such as security deposits and rent subsidies plus provide information, counseling and referrals to other housing-related resources (Project #017) to prevent households and individuals from becoming homeless.

The largest obstacle in the area of homelessness locally is the inability of the economy to create or retain enough jobs. With those minimum wage jobs that are available, the wages are often not enough to meet the local market rents. Kalamazoo's Economic Development Division of the Community Planning and Development Department has been working to develop special incentives and developed areas to encourage commercial and industrial enterprises to locate into the City, thereby providing additional and higher-paying jobs. Currently, the unemployment rate in the Kalamazoo area is approximately 10%.

3. Chronic homelessness—The jurisdiction must describe the specific planned action steps it will take over the next year aimed at eliminating chronic homelessness by 2012. Again, please identify barriers to achieving this.

#### RESPONSE TO HOMELESS PREVENTION 3. Chronic Homelessness by 2012

The City, as part of the Kalamazoo County LISC Housing Partnership (KCLHP), has assisted in the development of a 10-Year Plan to End Homelessness. The plan was completed in May 2006 and was incorporated into a Poverty Reduction Countywide Housing Plan to address the need for affordable housing on a countywide basis.

Since 1993, the Kalamazoo County LISC Housing Partnership (KCLHP) has strived to develop a shared vision across multiple sectors and diverse interest groups within Kalamazoo County. It collects and analyzes housing data, establishes housing priorities, develops programmatic responses to local housing needs, increases the capacity of local housing providers and raises funds. KCLHP also educates the community, influences public policy on housing issues as well as provides technical assistance and financing to increase safe and affordable permanent housing, addressing one of the fundamental causes of homelessness.

Given the diversity of activities within the homeless assistance system components themselves, an umbrella entity such as KCLHP is critical to integrating and maintaining the "big picture" community-wide. KCLHP oversees the development of Kalamazoo County's Continuum of Care through a committee, whose role is to coordinate and support the ongoing development and operation of the community's homeless assistance system. KCLHP provides key staff support to assume some of the administrative responsibility for the continuum of care process.

KCLHP is governed by a 21-member board and its bylaws require the following representation: (3) Business, (2) Community Development Organizations, (6) Financial Institutions, (3) Government, (1) Neighborhood Association/Community Center, (2) Nonprofit Housing Providers, (2) Philanthropic Organizations and (2) At-Large/Consumers. The KCLHP board meets on a quarterly basis with monthly meetings of its standing Fund Development, Loan, Program, and Continuum of Care committees.

To ensure coordination and reduce duplication of efforts, the Continuum of Care Committee engages representatives from a variety of initiatives, including the Poverty Reduction Initiative, the Multi-Purpose Collaborative Body, ISSAC, and the Kalamazoo Homeless Action Network. Members from each group are actively engaged in the activities of other initiatives, and ensure that coordination and collaboration are the utmost priority. This active engagement helps mitigate overlapping and duplicative efforts by better defining the scope and purpose of each body, ensures that information flows between initiatives, and keeps the community planning process well coordinated and focused.

Continuum of Care Committee (CCC) goals are set on an annual basis, and based on the annual goal plan. Long term (multi-year) goals are assigned to standing workgroups, while shorter term goals (less than one year) are usually assigned to special work groups. Once short term goals are met, special work groups dissolve and a new work group forms around the next highest-ranking short term goal. Once longer term goals are met, the standing committees re-evaluate the goals and focus on the next set of priorities. Active, versus periodic or tacit, membership continues to be very fluid depending upon the goals taking precedent at any given time.

The Continuum of Care 10-Year Plan, Objective and Action Steps follow:

Objectives to End Chronic Homelessness and Move Families and Individuals to Permanent Housing

1. Create new Permanent Housing (PH) beds for chronically homeless persons.

Local Action Steps: 1a. Create Home Run PSH program w/5 SHP beds for chronically homeless individuals; 1b. Explore feasibility of creation of future PSH beds for chronically homeless individuals.

Measurable Achievement in 12 months: 5  
Measurable Achievement in 10 years: 50

2. Increase percentage of homeless persons staying in PH over 6 months to 71%.

Local Action Steps: 2a. Expand participation between KCMHSAS and supportive service providers to ensure length of stay in PH exceeds 6 months for more than 71% of clients (minimum standard); 2b. Explore additional strategies for ensuring a progressive increase of clients staying in PH over 6 months by 1% annually (minimum standard).

Measurable Achievement in 12 months: 71%  
Measurable Achievement in 10 years: 81%

3. Increase percentage of homeless persons moving from TH to PH to 61%.

Local Action Steps: 3a. Progressively increase number of homeless persons moving from TH to PH to 61% (minimum standard); 3b. Explore additional strategies for increasing number of homeless clients moving from TH to PH by 1% annually under a Housing First approach to rapid re-housing (minimum standard).

Measurable Achievement in 12 months: 61%  
Measurable Achievement in 10 years: 71%

4. Increase percentage of homeless persons becoming employed by 11%.

Local Action Steps: 4a. Progressively increase number of homeless persons participating in HUD funded homelessness services programs becoming employed between project entry and exit by 11%; 4b. Explore additional strategies for ensuring a progressive increase of clients becoming employed between project entry and exit/ leaving HUD funded homelessness services by 1% annually.

Measurable Achievement in 12 months: 11%  
Measurable Achievement in 10 years: 21%

5. Ensure that the CoC has a functional HMIS system.

Local Action Steps: 5a. Continue migration of local HMIS system data to the statewide MSHMIS system, to ensure the streamlining of data inclusion for all ES, TH, and PSH programs; 5b. Continue expansion of service agency participation to ensure inclusion of data for day shelters and additional supportive service agencies.

Measurable Achievement in 12 months: 100%  
Measurable Achievement in 10 years: 100%

The greatest barrier to ending chronic homelessness remains the poor performance of the local, state and national economies. In addition, an accelerated release rate of offenders from state facilities will increase the likelihood that some of these individuals will join the ranks of the homeless in Kalamazoo. Kalamazoo's Economic Development Division of the Community Planning and Development Department has been working to develop special incentives and developed areas to encourage commercial and industrial enterprises to locate into the City, thereby providing additional and higher-paying jobs.

4. Homelessness Prevention—The jurisdiction must describe its planned action steps over the next year to address the individual and families with children at imminent risk of becoming homeless.

RESPONSE TO HOMELESS PREVENTION 4. To address homelessness prevention, the City of Kalamazoo will continue to work with Housing Resources, Inc. through CDBG (\$18,000) for its Housing Stabilization program (Project #016), and with HOME funds (\$200,000) for its Family Self-Sufficiency program (Project #032). The City will also assist the YWCA's Tenant Based Rental Assistance Program with \$45,000 of HOME funds in PY2009 (Project #034). These offer short-term rent assistance, security deposits, and counseling to prevent homelessness. Local market conditions have placed an increasingly large burden on low-to-moderate income households to meet their housing needs financially. Even two minimum wage earners have difficulty in locating decent housing which does not cost them less than 30% of their combined incomes. The Family Self-Sufficiency program, through tenant-based rental assistance, serves to address this need.

Ministry with Community will utilize CDBG funds of \$18,000 (Project #025) for utilities and services to maintain its daytime shelter located at 440 N. Church Street in Kalamazoo, CT 2.01, BG 1. The only daytime shelter in Kalamazoo, the Ministry with Community facility provides job assistance, transportation, personal grooming and counseling and serves between 500 – 1,000 individuals daily.

The Fair Housing Center of Southwest Michigan will use CDBG (\$13,000) to provide information and referral services and testing to prevent illegal evictions and potential homeless situations (Project #014). During PY2009, Legal Aid of Western Michigan will receive City of Kalamazoo CDBG (\$10,000 – Project #022) to continue providing tenant eviction assistance and foreclosure prevention assistance to L/M income households.

The Kalamazoo County Continuum of Care is implementing the use of a "Housing First" model. The Kalamazoo County Continuum of Care Committee believes that the "Housing First" model, as outlined by the National Alliance to End Homelessness, can be an effective model for working toward ending homelessness in our community.

One activity that is being undertaken, which exemplifies the "Housing First" model is the Kalamazoo Workforce Housing Initiative. A joint project between Housing Resources Inc., and local property owners, the Kalamazoo Workforce Housing Initiative proposes a unique collaborative structure to expand affordable housing options for the working poor to prevent family homelessness, and to quickly take homeless families out of the shelter system and place them in stable, safe, affordable housing. The two-year pilot program is envisioned between private rental property owners and local social service agencies to provide stable, safe and affordable housing. Apartment owners with vacancies will provide a rent concession in exchange for: 1) referral of pre-screened families, 2) support services for the families as needed, 3) access to a catastrophic loss fund for damages to their units, and 4) possible tax breaks under exploration with bi-partisan support of the area's state legislators. During the course of the two-year grant, 35-50 households are projected to be served. Homeless and at-risk families will be screened by Housing Resources, Inc., which will also provide supportive services as needed to ensure a successful placement. This project addresses each of the following "Housing First" components:

- Crisis intervention, emergency services, screening and needs assessment; Housing Resources, Inc. will continue to provide homeless prevention services, and provide screening for challenges and resources that will affect a re-housing plan.

- Permanent housing services: Housing Resources Inc. will help families access and sustain housing including: working with the client to identify affordable units, accessing housing subsidies, and negotiating leases. Housing Resources will work with clients who may require assistance to overcome barriers, such as poor tenant history, credit history and discrimination based on ethnicity, gender, family make-up and income source. The participating landlords are committed to working with the program and engaged in developing strategies to reduce disincentives to participate.
- Case management services: Housing Resources, Inc. will provide case management services to ensure that 1) individuals and families have a source of income through employment and/or public benefits (a requirement for participation in the Workforce Housing Initiative), and to identify service needs before the move into permanent housing; and 2) will work with families after the move into permanent housing to help solve problems that may arise that threaten the clients' tenancy, including difficulties sustaining housing or interacting with the landlord and will connect families with community-based services to meet long term support and service needs.

Kalamazoo County Continuum of Care Committee member agencies are also undertaking other projects that would fall under the "Housing First" model, including the Portage Street House (also known as Directions), which endeavors to rapidly re-house youths aging out of foster care, and provide them with emergency services through The ARK to first try to prevent homelessness, then transitional and permanent housing services to quickly re-house individuals faced with homelessness. For individuals in need of more intensive life skills and other services, case management services are provided until they are stable in their housing situation.

5. Discharge Coordination Policy—Explain planned activities to implement a cohesive, community-wide Discharge Coordination Policy, and how, in the coming year, the community will move toward such a policy.

RESPONSE TO HOMELESS PREVENTION 5. The Kalamazoo County Multi-Purpose Collaborative Body passed a resolution in 2004 to work collaboratively with the Kalamazoo Continuum of Care Committee to ensure a discharge policy for persons leaving publicly funded institutions or systems of care is further developed and implemented to prevent the discharge of persons immediately resulting in homelessness.

There are strong "guidelines" about discharge from the State hospitals and from the mental health unit at Borgess Hospital. Kalamazoo Community Mental Health and Substance Abuse Services (KCMHSAS) employ hospital liaisons to work with individuals in hospitals prior to release to create a "person centered plan" which includes where they are to go. A primary goal is to avoid the person becoming homeless. This plan could include a "step down" to a "crisis" facility or a temporary stay in Adult Foster care. In addition, if a person receives Social Security Insurance (SSI), it continues while a person is in the hospital. KCMHSAS would have a payee save that money for housing upon exit. If someone receives SSI only it will keep paying for up to 90 days and often provides a financial/housing safety net upon release. KCMHSAS also funds a jail liaison position to connect people in jail with appropriate mainstream, Medicaid funded mental health services.

On the local level, The Kalamazoo Criminal Justice Council, (KCJC), convened a process that has resulted in a community-wide effort, "Project RETURN". And RETURN eventually led to Kalamazoo becoming one of only eight Michigan Prison Re-entry Initiative Pilot Sites in the Fall of 2005, working closely with the Michigan Department of Corrections to have successful and safe prisoner reentries in Kalamazoo. Efforts to develop and fine-tune a local policy and response to discharges in our community continue. Several representatives of the Kalamazoo County Continuum of Care/Multi-Purpose Collaborative Body are active participants in this process. In addition, KCJC is working with the State of Michigan, which receives technical assistance from the National Institute on Corrections. In order to facilitate the reintegration of ex-offenders into the local community and identify and link existing resources to that endeavor, several goals have been established.

Housing- Identify landlords and groups willing to work with and on behalf of ex-offenders as they seek safe, affordable housing.

Training- Ensure that training opportunities are available while incarcerated and after so that ex-offenders have skills to earn a living.

Employment- Set up an Employer Network willing to advocate for, hire and train ex-offenders to ensure they can earn a living.

Health- Ensure access to basic health care, vision and dental services and ensure that ex-offenders have support in dealing with Mental Health, HIV/AIDS, and/or substance abuse issues.

Mentoring/Connectivity- Train ex-offenders to be mentors for emerging parolees and promoting professional advocacy for ex-offenders.

In 2005, Project RETURN received a pilot grant from the Michigan Prisoner Re-entry Initiative to continue efforts to ensure that prisoners are not discharged into homelessness. Participants in the Kalamazoo County Continuum of Care have been active participants in getting the pilot up and running. The Michigan State Housing Development Authority and Michigan Coalition Against Homelessness have created a statewide Task Force called the Transition of Prisoners to the Community Initiative (TPCI), which is made up of all high level policy members from relevant State Agencies including the Department of Corrections, FIA, DCH, and DLEG under the auspices of the Governor's office in order to address these discharge planning issues systematically.

A Continuum of Care Planning Policy update for Kalamazoo follows:

Foster Care:

Local foster care providers are required to adhere to Michigan's laws, policies, and procedures applicable to adult and child foster care placement and discharge. Young adults (ages 18-21) transitioning out of foster care to independent living are assisted in finding suitable and sustainable living arrangements. They may be provided first month's rent, security/utility deposit, and monies to purchase household goods, food, and supplies. Discharge is guided by a needs assessment and the information collected in an updated Individual Service Plan which is constructed as a mutual document between the youth and the case worker. Youth are linked to additional community supports such as counseling and human services assistance as needed to assure successful transition to an independent living situation. Release of adults from foster care settings are guided by similar rules, policies, and procedures.

Health Care:

At local private hospitals discharge planning coordinates assessment, planning, and follow-up procedures by providing a multi-disciplinary team approach to patients with post-hospital needs. Discharge Planning is the vehicle which moves the patient to the proper level of post-hospital care and/or to the proper facility. Planning is centered on the patient's identified needs taking into consideration current third party regulations, and is accomplished by a coordinated team of health professionals. The purpose of discharge planning is to ensure timely and appropriate identification of those patients with discharge planning needs. Initial screening occurs within 24 hours of hospital admission. This is followed by a complete discharge planning assessment. Reassessment occurs throughout hospitalization.

Case Managers conduct a comprehensive assessment on every patient for discharge planning needs. This includes newborns through geriatric age as well as all diagnosis. The purpose of the Discharge Planning Screening process is to identify priority needs. In the event the patient is homeless or uninsured, the Case Manager will facilitate a discharge plan based on utilization of community resources including the Mission, and Crisis Housing. Medical social workers assist in this process as well and often work with extended family members to secure safe housing arrangements.

The regional Veteran's Administration (VA) serves 14,000 veterans per year, half of whom are from the local area. The hospital follows a set of discharge criteria when releasing patients into the community. VA social workers and case managers assess and work with the patients who are homeless to find them appropriate shelter before their release. The VA works with emergency shelter, other homeless housing, and supportive services providers in the Continuum of Care to assure suitable placement is achieved after discharge. As local priorities evolve, the VA will work with the Kalamazoo County Affordable Housing Committee/Continuum of Care to participate in a Housing First approach as patient needs dictate.

Mental Health: The Kalamazoo County Mental Health and Substance Abuse Services (KCMHSAS) agency follows the dictates of Section 330.1209b of the Mental Health Code, which states that "the community mental health services program will produce in writing a plan for community placement and aftercare services that is sufficient to meet the needs of the individual."

There are local protocols in place about discharge from the State hospitals and from the mental health unit at Borgess Hospital. Kalamazoo Community Mental Health and Substance Abuse Services (KCMHSAS) employs hospital liaisons to work with individuals in hospitals prior to release to create a "person centered plan" which includes a housing plan, with a primary goal of avoiding homelessness. This plan could include a "step down" to a "crisis" facility or a temporary stay in Adult Foster care. In addition, if a person receives Social Security Disability, and it continues while a person is in the hospital. KCMHSAS would have a payee save that money for housing upon exit. If someone receives SSI only the agency will keep paying for up to 90 days and often provides financial/housing safety net resources upon release. KCMHSAS funds a jail liaison position to connect people in jail with appropriate mainstream, Medicaid funded mental health services.

Corrections:

The Kalamazoo Criminal Justice Council, (KCJC), convened a process that has resulted in a community-wide effort, "Project RETURN" in 2002, which worked for three years to develop goals and protocols for prisoner re-entry in coordination with the statewide Task Force called the Transition of Prisoners to the Community Initiative (TPCI). In 2005, the KCJC received a pilot grant from the state Prisoner Re-Entry Initiative for the Project Return program, to begin implementation of protocols developed. In order to facilitate the reintegration of ex-offenders into the local community and identify and link existing resources to that endeavor, several goals, which form the community's protocol of service, have been established.

Housing- Identify landlords and groups willing to work with and on behalf of ex-offenders as they seek safe, affordable housing.

Training- Ensure that training opportunities are available in incarceration and after so that ex-offenders have skills to earn a living.

Employment- Set up an Employer Network willing to advocate for, hire and train ex-offenders to ensure they can earn a living.

Health- Ensure access to basic health care, vision and dental services and ensure that ex-offenders have support in dealing with Mental Health, HIV/AIDS, and/or substance abuse issues.

Mentoring/Connectivity- Train ex-offenders to be mentors for emerging parolees and promoting professional advocacy for ex-offenders.

Additionally, KCMHSAS funds a jail liaison position to connect people in jail with appropriate mainstream, Medicaid funded mental health services, in order to help mitigate the risk of discharge into homelessness.

The City of Kalamazoo will utilize its Homeless Prevention and Rapid Re-Housing funding of \$758,089 under the American Recovery and Reinvestment Act of 2009 to address homeless prevention priorities. Following a community collaborative assessment of potential projects, citizen participation and public review process, the uses of the funds will be addressed as a substantial amendment to the City of Kalamazoo's PY2008 Annual Action Plan.

## **Emergency Shelter Grants (ESG)**

Program Year 5 Action Plan ESG response:

The City of Kalamazoo will receive \$81,270 through the Emergency Shelter Grant (ESG) Program, 24 CFR Ch. V, Part 576.

On February 27, 2009, a public Notice of Availability of PY2009 Emergency Shelter Grant Funding appeared in the Kalamazoo Gazette. On that same day, Requests for Proposals were sent to all local shelters soliciting requests for funds. The deadline to apply for PY2009 ESG funds was March 27, 2009. Seven applications were received by the deadline requesting \$193,851 for operations and facility maintenance, essential supportive services, and homeless prevention. Following staff review for completeness, alignment with the homelessness needs identified in the Consolidated Plan, and all regulations, including matching funds, the citizen's review panel, the Community Development Act Advisory Committee (CDAAC) reviewed all submitted applications on April 2, 2009 and made funding recommendations which were approved by the Kalamazoo City Commission on May 4, 2009. The following six agencies submitted ESG proposals that will be funded during PY2009:

Catholic Family Services - The ARK, a 13-bed shelter for runaway and homeless youth aged 10 to 17 years (Project #37, \$7,700). Housing Resources, Inc. operates a 24-bed shelter for homeless families, allowing the families to be sheltered together and not separated (Project #38, 15,450). The YWCA Domestic Assault Shelter provides 46 shelter beds and services for abused women and their dependent children (Project #39, \$19,200). The Kalamazoo Gospel Mission maintains a shelter capable of housing 463 plus individuals and families (Project #40, \$25,600). The Open Door and Next Door Shelters provide 12 beds for single, young homeless people (Project #41, \$6,320). Ministry with Community provides daytime shelter services such as laundry, transportation, and counseling to between 500 – 1,000 people each day (Project #42, \$7,000).

OTHER: Additionally, the City of Kalamazoo will meet its matching requirements under the ESG program through a minimum dollar-for-dollar match from non-federal sources as provided and certified by each recipient of City ESG funds.

## COMMUNITY DEVELOPMENT

### Community Development

\*Please also refer to the Community Development Table in the Needs.xls workbook.

1. Identify the jurisdiction's priority non-housing community development needs eligible for assistance by CDBG eligibility category specified in the Community Development Needs Table (formerly Table 2B), public facilities, public improvements, public services and economic development.
2. Identify specific long-term and short-term community development objectives (including economic development activities that create jobs), developed in accordance with the statutory goals described in section 24 CFR 91.1 and the primary objective of the CDBG program to provide decent housing and a suitable living environment and expand economic opportunities, principally for low- and moderate-income persons.

\*Note: Each specific objective developed to address a priority need, must be identified by number and contain proposed accomplishments, the time period (i.e., one, two, three, or more years), and annual program year numeric goals the jurisdiction hopes to achieve in quantitative terms, or in other measurable terms as identified and defined by the jurisdiction.

Program Year 5 Action Plan Community Development response:

#### RESPONSE TO COMMUNITY DEVELOPMENT 1.

The City of Kalamazoo's high and medium priority non-housing Community Development needs included the following:

- Public Facility Needs - Youth Centers  
Health Facilities  
Neighborhood Facilities
- Infrastructure - Street Improvements and  
Sidewalks
- Public Service Needs - Youth Services  
Senior Services  
Crime Awareness  
Transportation Services  
Employment Training/Self-Employment Training

Economic Development - Micro-Enterprise Assistance and  
Rehab - Publicly or Privately-Owned Commercial/Industrial

RESPONSE TO COMMUNITY DEVELOPMENT 2. Specifically, during PY2009, the City of Kalamazoo will address selected priorities as follows:

Public Service Needs:

- i) Youth Services: The following community youth programs will receive CDBG-assistance during PY2009:
- a) Catholic Family Services - Teen Homelessness (\$7,000) for an estimated 32 youth (Project #001);
  - b) Kalamazoo Drop-In Child Care Center - Free Child Care for Infants, Toddlers, and Preschoolers (\$5,000) for an estimated 125 youth (Project #019);
  - c) CDBG funds (\$19,000) will be used to provide youth programming for approximately 7,000 young people at the City of Kalamazoo Youth Center, located in the Edison neighborhood, CT 9.00, BG 2, a L/M neighborhood (Project #004);
  - d) The Douglass Community Association - Youth and Adult Services (\$9,000) to assist 430 young people with recreation and mentoring (Project #012).

ii) Crime Awareness: The City of Kalamazoo Department of Public Safety will use CDBG (\$150,000) to support two public safety officers for crime awareness and prevention services in L/M Census Tracts in the City of Kalamazoo (Project #005).

iii) Employment Training/Economic Development: The City of Kalamazoo Community Planning and Development Department will utilize approximately \$120,000 of program income to assist approximately three (3) microenterprises. It is anticipated that six (6) new jobs will be created or retained for low-to-moderate income persons (Project #006). This fund was previously funded directly with CDBG, but is now funded through the City of Kalamazoo general fund and CDBG program income..

iv) Infrastructure Needs:

The City of Kalamazoo will utilize \$299,455 of prior year's CDBG reprogrammed to infrastructure and street improvements as an area benefit in eligible CDBG Census Tracts and Block Groups (Project #008). These improvements TBD will be conducted in association with other neighborhood revitalization efforts, both public and private.

The City of Kalamazoo will utilize its CDBG-R funding of \$495,533 under the American Recovery and Reinvestment Act of 2009 to address infrastructure priorities. Following a community collaborative assessment of potential projects, citizen participation and public review process, the uses of the funds will be addressed as a substantial amendment to the City of Kalamazoo's PY2008 Annual Action Plan.

## **Antipoverty Strategy**

1. Describe the actions that will take place during the next year to reduce the number of poverty level families.

Program Year 5 Action Plan Antipoverty Strategy response:

RESPONSE TO Antipoverty Strategy 1. The Poverty Reduction Initiative, a collaborative effort of the Chamber of Commerce, City and many other community

partners, through its Blue Ribbon Housing Committee are striving to make commonplace—safe, affordable and accessible housing—for all homeless person with special emphasis on chronically homeless individuals. To achieve that end, this collaboration has 1) Lobbied successfully, along with other community entities to maintain funding streams from foundations, and state and federal resources to serve the homeless and chronically homeless; 2) Engaged a focused group of housing developers, managers and providers to address the common barriers and challenges in maintaining affordable housing for those with special needs inclusive of the chronically homeless; 3) Engaged the chronically homeless and other homeless and their advocates, such as the Michigan Organizing Project, the Kalamazoo Homeless Action Network, Task Force Against Poverty, the Disability Resource Center, and numerous other homeless service providers. The collaboration has integral ties in membership, vision, goals, objectives and mission with the Continuum of Care. This is a parallel on-going effort that will continue and have impact on the reduction of poverty in general, homelessness in particular, and improve the overall quality of life in Kalamazoo.

For PY2009, the City of Kalamazoo will utilize \$17,000 of CDBG administrative and planning funds to assist the Kalamazoo County Poverty Reduction Initiative develop a “Community Indicators System” (Project #018). This project, developed in conjunction with and support from Western Michigan University’s Walker Institute, will create a database that will serve area agencies, decision-makers, and funders by juxtaposing community statistics related to the wellbeing of children and families with program data compiled from Kalamazoo human service providers. The system will ultimately aid all human service providers in evaluating the efficacy of their services, provide opportunity for collaboration and partnerships with similar programs in the community, and reduce duplication of efforts.

Through the City of Kalamazoo’s support of \$120,000 of CDBG Program Income for a Small Business Revolving Loan fund, three (3) businesses will hire an additional six (6) people during PY2009, thereby assisting to reduce the number of households in poverty (Project #006).

The City of Kalamazoo’s Anti-Blight efforts will continue to identify salvageable housing stock which has been abandoned or vacated, an increasing issue due to local mortgage and tax foreclosures. The City intends to seek resolution for blighted conditions using enforcement on the property owner if possible, taking control and returning the property to code and making it affordable for L/M income households, or, as a last resort, demolition of unsalvageable housing stock. (Project #003 - \$428,754).

The City of Kalamazoo in PY2004 provided seed funding for the development of a county-wide housing trust fund. During PY2009, the Local Initiatives Support Corporation (LISC) will continue to serve as the lead entity to advocate for that effort throughout all of Kalamazoo County. Formally established in January 2007 with matching funds from Kalamazoo County, the Housing Trust Fund will serve to assist poverty level households through household housing subsidies, assistance to develop more affordable housing, and other strategies to assist in the reduction of poverty through affordable housing. The City of Kalamazoo will assist LISC with \$30,000 of CDBG (Project #024) to continue to develop capacity and technical assistance amongst local non-profit housing and neighborhood associations.

## NON-HOMELESS SPECIAL NEEDS HOUSING

### Non-homeless Special Needs (91.220 (c) and (e))

\*Please also refer to the Non-homeless Special Needs Table in the Needs.xls workbook.

1. Describe the priorities and specific objectives the jurisdiction hopes to achieve for the period covered by the Action Plan.
2. Describe how Federal, State, and local public and private sector resources that are reasonably expected to be available will be used to address identified needs for the period covered by this Action Plan.

Program Year 5 Action Plan Specific Objectives response:

RESPONSE TO NON-HOMELESS SPECIAL NEEDS 1. The City of Kalamazoo's priority non-homeless Special Needs included the following: Physically Disabled (High); Elderly (Medium), Developmentally Disabled (L), and Other (Medium). During PY2009, the City of Kalamazoo intends to use federal funding to assist projects that address issues of handicapped accessibility, target senior housing rehab projects to help senior citizens remain in their homes, and assist emergency shelters that provide supportive services to the developmentally disabled.

2. Describe how Federal, State, and local public and private sector resources that are reasonably expected to be available will be used to address identified needs for the period covered by this Action Plan.

RESPONSE TO NON-HOMELESS SPECIAL NEEDS 2. During PY2009, the following funded activities will address these priorities:

a. Physically and Developmentally Disabled:

Living Ways Foundation will use CDBG (\$25,000) toward the weatherization and rehabilitation of one (1) single family home for persons with developmental disabilities located at 710 W. Lovell Street (Project #023). Disability Network Southwest Michigan will use CDBG (\$15,000) to provide six (6) ramps for physically disabled homeowners (Project #010).

b. Elderly:

The Douglass Community Association will use CDBG (\$45,000) to assist 10 L/M senior households with home repairs, and to perform housing needs assessments for senior homeowners (Project #011). Senior Services, Inc. will use CDBG (\$96,000) to assist 85 L/M senior households with minor home repairs and 30 barrier-free improvements (Project #027).

c. Other:

The Hispanic American Council will use CDBG (\$8,000) in support of a Hispanic Liaison Program to provide approximately 500 individuals with educational, information and referrals, translation and housing-related services to Spanish speaking residents of the City of Kalamazoo. An additional 200 persons will receive assistance in seeking employment (Project #015).

### Housing Opportunities for People with AIDS

\*Please also refer to the HOPWA Table in the Needs.xls workbook.

1. Provide a Brief description of the organization, the area of service, the name of the program contacts, and a broad overview of the range/ type of housing activities to be done during the next year.
2. Report on the actions taken during the year that addressed the special needs of persons who are not homeless but require supportive housing, and assistance for persons who are homeless.
3. Evaluate the progress in meeting its specific objective of providing affordable housing, including a comparison of actual outputs and outcomes to proposed goals and progress made on the other planned actions indicated in the strategic and action plans. The evaluation can address any related program adjustments or future plans.
4. Report on annual HOPWA output goals for the number of households assisted during the year in: (1) short-term rent, mortgage and utility payments to avoid homelessness; (2) rental assistance programs; and (3) in housing facilities, such as community residences and SRO dwellings, where funds are used to develop and/or operate these facilities. Include any assessment of client outcomes for achieving housing stability, reduced risks of homelessness and improved access to care.
5. Report on the use of committed leveraging from other public and private resources that helped to address needs identified in the plan.
6. Provide an analysis of the extent to which HOPWA funds were distributed among different categories of housing needs consistent with the geographic distribution plans identified in its approved Consolidated Plan.
7. Describe any barriers (including non-regulatory) encountered, actions in response to barriers, and recommendations for program improvement.
8. Please describe the expected trends facing the community in meeting the needs of persons living with HIV/AIDS and provide additional information regarding the administration of services to people with HIV/AIDS.
9. Please note any evaluations, studies or other assessments that will be conducted on the local HOPWA program during the next year.

Program Year 5 Action Plan HOPWA response:

Not Applicable. The City of Kalamazoo does not receive HOPWA funds.

### **Specific HOPWA Objectives**

Describe how Federal, State, and local public and private sector resources that are reasonably expected to be available will be used to address identified needs for the period covered by the Action Plan.

Program Year 5 Specific HOPWA Objectives response:

Not applicable. The City of Kalamazoo does not receive HOPWA funds.

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### **Other Narrative**

Include any Action Plan information that was not covered by a narrative in any other section.

- 1) The City of Kalamazoo Community Planning and Development Department will utilize CDBG funds (\$312,712) to administer and monitor the PY2008 and PY2009 CDBG program activities (Project #002);
- 2) The City of Kalamazoo Community Planning and Development Department will utilize HOME funds (\$73,600) to administer PY2009 and monitor PY2008 and prior-years' HOME-assisted projects (Project #029).
- 3) The City of Kalamazoo Community Planning and Development Department will utilize HOME prior-year's unexpensed administrative funds in the amount of \$50,000 to secure a research consultant and conduct a public process to develop the next five-year Consolidated Plan 2010 – 2014 (Project #030).

PROCUREMENT: The City of Kalamazoo practices an active minority outreach program as part of its internal procurement process as overseen by the Purchasing Department. Minority and women owned businesses and non-profits that primarily serve minority and women are included in all contracts created by the City of Kalamazoo to the greatest extent feasible. The Community Planning and Development Department updates its contractors' listings to ensure that licensed, insured, minority-and women-owned contracting businesses are included in its rehabilitation bidding process. In addition, all subrecipient agreements require that grantees adhere to a minority outreach and equal opportunity via Executive Order 11246 as amended by Executive Orders 11375, 11478, 12086 and 12107 (3 CFR, 1964-1965 Comp., 339:3 CFR, 1966-1970 Comp., p.684; 3 CFR 1966-1970 Comp., p. 803; 1978 Comp., p. 264) (Equal Employment Opportunity) and the implementing regulations at 41 CFR chapter 60 and section 3 of the Housing and Urban Development Act of 1968 (12 U.S.C. 1701u) and the implementing regulations at 24 CFR part 135.

All Agreements between the City of Kalamazoo's Community Planning and Development Department and subrecipients include language specific to nondiscrimination and inclusionary practices as per Executive Order 11246 as amended by Executive Orders 11375, 11478, 12086 and 12107 (3 CFR, 1964-1965 Comp., 339:3 CFR, 1966-1970 Comp., p.684; 3 CFR 1966-1970 Comp., p. 803; 1978 Comp., p. 264) (Equal Employment Opportunity) and the implementing regulations at 41 CFR chapter 60 and section 3 of the Housing and Urban Development Act of 1968 (12 U.S.C. 1701u) and the implementing regulations at 24 CFR part 135.