



***CITY OF URBANA  
AND  
URBANA HOME CONSORTIUM***

**Annual Action Plan  
FY 2017-2018**

Prepared by:  
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Resolution No. 2017-04-024R

## **Executive Summary**

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

#### **1. Introduction**

The Urbana HOME Consortium and the City of Urbana Annual Action Plan for FY 2017-2018 identifies activities that are planned to be implemented by the City of Urbana and the members of the Urbana HOME Consortium during the period beginning July 1, 2017 and ending June 30, 2018. This Annual Action Plan budgets the use of two federal housing entitlement funds, Community Development Block Grant (CDBG) and the HOME Investment Partnerships (HOME) Program. The Annual Action Plan for FY 2017-2018 has been developed to further strategies identified in the City of Urbana and Urbana HOME Consortium Consolidated Plan for Program Years 2015-2019. The Annual Action Plan identifies activities that will be undertaken by the City of Urbana and the Urbana HOME Consortium during the second year of the five-year Consolidated Plan period. The CDBG portion of the Annual Action Plan identifies the planned uses of CDBG entitlement funds by the City of Urbana for FY 2017-2018. The HOME portion of the Annual Action Plan identifies uses of HOME funds by members of the Urbana HOME Consortium. The members of the Urbana HOME Consortium (a.k.a. the Champaign/ Urbana/Champaign County HOME Consortium) are the City of Urbana, the City of Champaign, and Champaign County. The Annual Action Plan was on file for public review and comment during the period beginning March 27, 2017 through April 24, 2017. On March 28, 2017, the City held a public hearing to obtain comments regarding the draft Annual Action Plan. The hearing was at 7:00 p.m. in the Council Chambers of the Urbana City Building, 400 South Vine Street, before the regular meeting of the Urbana Community Development Commission. All comments received at the hearing, as well as other written comments submitted during the public review period, will be included in the Annual Action Plan.

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

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

A summary of the Consolidated Plan Objectives and Outcomes is provided below and contains Objectives (with associated Goals as listed in Appendix D of the FY 2015-2019 City of Urbana and Urbana HOME Consortium Consolidated Plan) and the anticipated Outcomes from implementing the strategies associated with the Consolidated Plan goals. The attached Objectives and Outcomes summary serves as the framework for an outcome-based performance measurement system for the City of Urbana and Urbana HOME Consortium to monitor its progress toward meeting goals of the FY 2015-2019 Consolidated Plan. Each project identified in this Annual Action Plan provides the applicable Objectives and Outcomes. The anticipated results are provided as "Outcome Indicators."

<b>OBJECTIVE 1: PROVIDE A SUITABLE LIVING ENVIRONMENT</b>	
GOAL 6: Provide Support for existing agencies delivering services to homeless individuals and families and encourage expansion of local services to meet community homeless needs.	
GOAL 7: Support efforts to reduce the exposure of young children to lead-based paint hazards in their homes	
GOAL 8: Support infrastructure improvements in Urbana's Community Development Target Area	
GOAL 9: Preserve and support Urbana's neighborhoods as vibrant places to live.	
<b>Outcome: Accessibility for the purpose of creating suitable living environments</b>	
Strategies	Create a Suitable Living Environment by providing better access to health care in the community for low-income residents. ( <i>Consolidated Social Service Funding Projects</i> )
	Create a Suitable Living Environment for owner-occupied households with incomes at or below 80% of the area median by improving infrastructure in the targeted neighborhood. ( <i>Projects including Neighborhood Sidewalks &amp; Streetlights, and Kerr Subdivision Project Infrastructure</i> )
	Create a Suitable Living Environment by improving the appearance of the targeted areas by reducing blight. ( <i>Neighborhood Cleanup</i> )
<b>Outcome: Sustainability for the purpose of creating suitable living environments</b>	
Strategies	Create Suitable Living Environment by addressing conditions that are a threat to the health and safety of homeowners and/or provide lead safe housing and making housing accessible to persons with disabilities. ( <i>Emergency Grant and Access Grant</i> )
	Create Suitable Living Environment by addressing conditions that are a threat to the health and safety of homeowners and/or provide lead safe housing and housing accessible to persons with disabilities. All recipients of assistance must have household incomes at or below 50% of the area median. ( <i>Senior Repair Service</i> )
	Create Suitable Living Environment by providing assistance to property owners in the target area having household incomes at or below 80% Median Family Income (MFI) by removing dilapidated structures from owner-occupied property. ( <i>Clearance of Slum &amp; Blighted Conditions</i> )
<b>Outcome: Sustainability for the purpose of creating suitable living environments</b>	
Strategy	Create a Suitable Living Environment by providing better access to social services in the community for low-income residents. ( <i>Consolidated Social Service Funding Projects</i> )
<b>Outcome: Affordability for the purpose of creating suitable living environments</b>	
Strategy	Create a Suitable Living Environment by providing support to the existing network of local homeless services. ( <i>Urbana-Champaign Continuum of Care, Council of Service Providers to the Homeless, and the Emergency Relocation Task Force</i> )
<b>OBJECTIVE 2: PROVIDE DECENT HOUSING</b>	
GOAL 1: Provide decent affordable housing opportunities for low- and moderate-income households.	
GOAL 2: Address barriers to obtaining affordable housing	
GOAL 3: Preserve and improve supply of affordable housing as a community resource.	
GOAL 4: Work with Housing Authority of Champaign County (HACC) to improve conditions for residents of public housing.	
<b>Outcome: Affordability for the purpose of providing decent affordable housing</b>	
Strategies	Provide Decent Housing by increasing capacity of Community Housing Development Organizations (CHDOs) to identify and implement programs that will provide affordable housing opportunities to recipients at or below 60% of area median income for rental and at or below 80% of the area median for homeownership). ( <i>CHDO Home ownership/Rental programs</i> )

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	Provide Decent Housing by creating or maintaining affordable housing opportunities for households with incomes at or below 80% of the area median. ( <i>Property Acquisition</i> )
	Provide Decent Housing by providing an opportunity for households with incomes at or below 80% of the area median to become homeowners. ( <i>CHDO affordable housing projects</i> )
	Provide Decent Housing by constructing new mixed-income housing tax credit development that would include at least thirty units for residents whose household incomes are at or below 60% Median Family Income (MFI). ( <i>Redevelop of Urbana Townhomes &amp; Aspen Court</i> )
	Provide Decent Housing by providing tenant-based rental assistance to households with incomes at or below 60% of the area median, targeting those at or below 125% of the poverty line. ( <i>Tenant Based Rental Assistance</i> )
	Provide Decent Housing by developing new down payment assistance programs for low-income buyers. ( <i>HOME Consortium – Acquisition Rehab; Urbana Dream Down Payment Assistance Program</i> )
	<b>Outcome: Accessibility for the purpose of providing decent affordable housing.</b>
Strategies	Provide Decent Housing by providing access to services and counseling for homeless families with children to assist with transition into more permanent housing. ( <i>Urbana Transitional Housing Program for Homeless Families with Children; Supportive Housing Program for Homeless Families in Transition</i> )
	Provide Decent Housing by identifying programs that will provide affordable housing opportunities to income qualified recipients (at or below 60% of area median for rental and at or below 80% of the area median for homeownership). ( <i>City Redevelopment Programs</i> )
	Provide Decent Housing by addressing conditions that are a result of deferred maintenance through rehabilitation of homes of recipients from three income categories, at or below 30% MFI, 31-50% MFI and 51-80% MFI. Program is intended to improve the quality of the housing stock by bringing units into compliance with applicable code requirements, eliminating lead based paint hazards, and improving exterior appearance. ( <i>Whole House Rehabilitation Program</i> )
	<b>OBJECTIVE 3: Expand Economic Opportunities</b>
	<b>GOAL 5:</b> Support community efforts to provide services and training for low- and moderate-income residents.
	<b>GOAL 6:</b> Provide Support for existing agencies delivering services to homeless individuals and families/encourage the expansion of local services to meet community homeless needs.
	<b>Outcome: Accessibility for the purpose of creating economic opportunities</b>
Strategies	Support expansion of job-training programs for low-income individuals by area social service agencies, and encourage them to conduct a review of all available programs to determine if they meet current need. ( <i>Consolidated Social Service Funding Projects</i> )
	Encourage appropriate area social service agencies to expand recreational, educational, and cultural opportunities and alternatives for very low-income youth and young adults. ( <i>Consolidated Social Service Funding Projects</i> )
	Support area providers such as the Senior Services Division of Champaign County Regional Planning Commission and Family Service of Champaign County in their efforts to provide supportive services to low-income elderly persons residing in Urbana. ( <i>Consolidated Social Service Funding Projects</i> )

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### 3. Evaluation of past performance

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

Based on input received during public hearings, Community Development Commission meetings and City Council meetings, funds should be set aside for future public facilities and infrastructure projects, as this will help to provide a more suitable and safe living environment. The set aside for infrastructure reconstruction and installation projects in this Annual Action Plan will also address suitable and safe living environment objectives. The demand for assistance through the Emergency, Access, and Senior Repair Programs fluctuates year-to-year. Increasing utility and maintenance costs as well as other rising housing costs place a burden on the lower income households. The City maintains a waiting list for Whole House Rehabilitation participants for which the demand remains high, due to limited funding availability. Owner-occupied housing rehabilitation programs have a positive impact for participants and

help stabilize properties. Programs addressing neighborhood conditions are continuing to becoming more successful at improving the overall appearance of the target neighborhoods. City of Urbana staff annually conducts a survey in targeted neighborhoods to identify blighted secondary structures and vacant, deteriorated buildings that need to be repaired or demolished. As part of this program, during FY 2016-2017, staff will continue to work with owners to encourage mitigation of the blighted conditions. Property owners are also informed of the availability of City of Urbana programs for income-qualified owner-occupants that will offset the cost of abatement. Residents are informed about services through public notices and information posted on the City website at [www.urbanailinois.us](http://www.urbanailinois.us), in the local newspaper, and on the public access television channel (UPTV). The City's Emergency Grant and Senior Repair Service Programs provide much-needed funds that mitigate the immediate and deferred maintenance issues for those who otherwise would not be able to afford such repairs. The Access Grant Program is intended to help remove barriers to accessibility for persons with disabilities. It is available for renters or homeowners who earn less than 80% of Median Family Income to make necessary improvements. Both programs are essential elements needed to help stabilize targeted neighborhoods.

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

Summary from citizen participation section of plan.

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

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

This could be a brief narrative summary or reference an attached document from the Citizen Participation section of the Con Plan.

Comments received in January – April 2017 regarding the Annual Action Plan will be included in the final Annual Action Plan. Meeting minutes and attendance sheets are also included and attached to this Action Plan. In order to broaden public participation in the Annual Action Plan process, the City provided notice of neighborhood meetings and public hearings as follows: (1) Provided public notice on the City Website [www.urbanailinois.us](http://www.urbanailinois.us) and UPTV, (2) Emailed public notice to social service agencies, media,

and concerned citizens, and (3) Posted 14-day public notice on each site where public hearing was to be held.

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

Not applicable

**7. Summary**

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

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

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

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

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

Table 1 – Responsible Agencies

### Narrative

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

### Consolidated Plan Public Contact Information

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

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- City of Urbana, 400 South Vine Street, Urbana - Â Grants Management Division & City Clerk's Office
- Urbana Free Library, 210 West Green Street, Urbana
- Champaign County Regional Planning Commission, 1776 E. Washington Street, Urbana

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

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

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



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

### **1. Introduction**

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

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

The Housing Authority continues to inform local jurisdictions of major housing opportunities and is currently collaborating on major redevelopments in Champaign (Bristol Place) and Urbana (Aspen Court/Urbana Townhomes and Highland Green/Kerr Avenue). The Housing Authority also has several new developments being designed in the county. The consultation confirmed the need for additional rental housing opportunities for low income households. The Urbana HOME Consortium coordinates with the Mental Health Board and other local funders during the drafting FY 2016/17 Annual Action Plan. The staff in coordination with other funding groups will continue to discuss and monitor ongoing needs for persons with mental health and other needs, particularly low-income persons and youth. Staff from local government and the Mental Health Board currently serve together on the United Way of Champaign County's Community Impact Committee and are serving together on the local Continuum of Care's monitoring subcommittee.

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

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

Connections, Community Elements, Crisis Nursery, Daily Bread Soup Kitchen, and Champaign County Regional Planning Commission.

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

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

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

Table 2 – Agencies, groups, organizations who participated

1	<b>Agency/Group/Organization</b>	CRISIS NURSERY
	<b>Agency/Group/Organization Type</b>	Services-Children Services-homeless
	<b>What section of the Plan was addressed by Consultation?</b>	Homeless Needs - Families with children Non-Homeless Special Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Crisis Nursery staff attended a public hearing for social service agencies to provide input regarding community needs; continued coordination.
2	<b>Agency/Group/Organization</b>	DON MOYER BOYS AND GIRLS CLUB
	<b>Agency/Group/Organization Type</b>	Services-Children Services-Education Services-Employment
	<b>What section of the Plan was addressed by Consultation?</b>	Homeless Needs - Families with children Non-Homeless Special Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	DMBGC staff attended a public hearing for social service agencies to provide input regarding community needs; continued coordination
3	<b>Agency/Group/Organization</b>	Courage Connection
	<b>Agency/Group/Organization Type</b>	Services - Housing Services-Victims of Domestic Violence Services-homeless
	<b>What section of the Plan was addressed by Consultation?</b>	Homeless Needs - Chronically homeless Homeless Needs - Families with children

	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Courage Connection staff attended a public hearing held for social service providers to provide input regarding community needs; continued coordination.
4	<b>Agency/Group/Organization</b>	HABITAT FOR HUMANITY
	<b>Agency/Group/Organization Type</b>	Services - Housing
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Non-Homeless Special Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Habitat staff attended a public hearing for social service agencies to provide input regarding community needs; continued coordination.
5	<b>Agency/Group/Organization</b>	CHAMPAIGN
	<b>Agency/Group/Organization Type</b>	Other government - Local
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Non-Homeless Special Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	City of Champaign staff attended a public hearing for social service agencies, as an Urbana HOME Consortium member, to provide input regarding community needs.
6	<b>Agency/Group/Organization</b>	University YMCA
	<b>Agency/Group/Organization Type</b>	Services-Health Services-Education
	<b>What section of the Plan was addressed by Consultation?</b>	Non-Homeless Special Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	YMCA staff attended a public hearing for social service agencies, as an Urbana HOME Consortium member, to provide input regarding community needs.

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

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Not applicable

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

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

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

**Narrative**

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

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

The schedule for the FY 1718 Annual Action Plan Process was made available to the public on the City website. Future focus groups, public hearings, and open houses were also posted on the City of Urbana website calendar for public review. In January 2017, (Jan 9-12) the City of Urbana and the Urbana HOME Consortium hosted a public hearing/open house event in each of the four census tracts within the City of Urbana Community Development Target Area. The hearings were designed to obtain resident input regarding community development and housing needs, and were announce on the City website. In addition, the City of Urbana also hosted a public hearing on the AAP at a regular Community Development Commission meeting to obtain preliminary comments from the Commission and public before a draft was underway, which was held in March 2017. A thirty-day comment period was held from March 27, 2017 to April 25, 2017.

#### Citizen Participation Outreach

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
1	Public Meeting	Minorities  low mod income households	no response or attendance	no comments received	not applicable	na
2	Public Hearing	low mod income households	Members of several social service agencies and a unit of general government based in Champaign County were in attendance.	please see attached public hearing minutes for comments	none	na

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (if applicable)
3	Public Meeting	Minorities low mod income households	No response or attendance	no comments received	not applicable	<a href="http://www.urbanailinois.us">www.urbanailinois.us</a>
4	Public Meeting	Minorities social service agencies	One resident in attendance	Please see attached public hearing minutes for comments	Not applicable	
5	Public Meeting	Minorities low mod income households	No response or comments	No comments received	Not applicable	
6	Public Meeting	Minorities Non-targeted/broad community low mod income households	Study session during Community Development Commission (CDC) to discuss Annual Action Plan process on February 28, 2017, and to receive input from Commissioners.	Please see attached CDC minutes for comments	Not applicable	<a href="http://www.urbanailinois.us">www.urbanailinois.us</a>

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
7	Public Hearing	Non-targeted/broad community	Public Hearing before Community Development Commission meeting on March 28, 2017.	Please see attached public hearing minutes for comments	not applicable	<a href="http://www.urbanailinois.us">www.urbanailinois.us</a>
8	Public Meeting	Non-targeted/broad community	Public Input/Comments during Urbana City Council on May 22, 2017	Please see attached public comments	Not applicable	<a href="http://www.urbanailinois.us">www.urbanailinois.us</a>

**Table 4 – Citizen Participation Outreach**



## Expected Resources

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

### Introduction

The Urbana HOME Consortium will receive an allocation of \$629,786 in HOME funds, to be distributed amongst the Consortium Members based on the population share of the Consortium-wide area. The City of Urbana will also receive an allocation of \$362,023 in Community Development Block Grant (CDBG) funds. However, all proposed activities budgets will be proportionally increased or decreased from the estimated funding levels to match actual allocation amounts. Program Income in the amount of \$39,919 was received in FY 1617 under the HOME Program for mortgage repayments from the Urbana Dream Down Payment Assistance Program and the Whole House Rehabilitation Program.

### Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1			Expected Amount Available Remainder of ConPlan	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$	

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	362,023	0	0	362,023	1,456,051	Acquisition: Funds will be allocated for the purchase and maintenance of properties and structures primarily in CT 53/54/55/56 Block Group 1. Admin/Planning: Admin Activities include personnel/HOME Admin costs/other admin expenses. ED: No plans to use CDBG funding for ED purposes. Housing: Emergency/Access Grants/Senior Repair Grants. Public Improvements: installation of infrastructure for affordable housing developments, the construction/reconstruction of City infrastructure in the City Target areas, or construction/reconstruction of streetlights in target area neighborhoods. Public Service: transitional housing program/one-day, neighborhood cleanup activities held in Fall 2017 and/or Spring 2018, in the CD Target Area/balance of available funding at 15% of the current entitlement will be allocated for program activities yet to be determined which would benefit low-income residents of the CD Target Area.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
HOME	public - federal	Acquisition Homebuyer assistance Homeowner rehab Multifamily rental new construction Multifamily rental rehab New construction for ownership TBRA	629,786	39,919	0	669,705	2,539,668	Acquisition, Homebuyer assistance, Homeowner rehab, Multifamily rental new construction, multifamily rental rehab, new construction for ownership, and TBRA: Funds, including carryover funds, may be allocated by the City of Urbana to programs such as DPA, Acq-Rehab, Purchase-Rehab-Resale, Rental Rehab, Kerr Ave Sustainable Development, Lot Acq/Demon, and/or other programs currently under development or may be proposed that further the affordable housing goals and mission of the City, Council, and Grants Management Division. Funds may be allocated by the City of Champaign to new or existing programs, such as TBRA, the Acq-Rehab, FHIP, or Lot Acq programs, to promote revitalization efforts of targeted neighborhoods. Funds may be allocated by Champaign County to TBRA or to provide rehab assistance to both investor-owned properties as well as single-family owner-occupied projects. Admin/Planning: Funds will be contributed to personnel costs as well as supplies and other expenses

Table 2 - Expected Resources – Priority Table

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

These federal funds will assist to leverage a variety of private, state and local funds. The City of Urbana and Cunningham Township have historically invested general funds into public service activities, funded with CDBG. Other funds that the City of Urbana uses to meet match obligations include grant funds from the Attorney General and allocations from the City's Capital Improvement Plan. All Consortium members continue to seek grant opportunities from the State of Illinois that further the goals outlined in the Consolidated Plan. The City of Champaign used its CDBG funding to leverage a Section 108 Loan from HUD for the redevelopment of Bristol Neighborhood. Several tax credit developments are anticipated in the AAP period, including the redevelopment of Aspen Court and former Urbana Townhomes site, as well as the Kerr Avenue Sustainable Development (Highland Green). Habitat secured an Attorney General grant in the amount of \$2M for redevelopment activities that will be matched with HOME CHDO funding and donation of vacant/blighted properties (2-3 per year). That grant will be matched to meet future obligations with HOME CHDO funding for HOME projects or for projects that will be conditioned with HOME funding. The City of Urbana also received funding through the Blight Reduction Program/Abandoned Properties Program from IHDA to be used to demo abandoned/blighted properties. Re the match requirement for the HOME program, the Consortium has utilized a variety of leveraging sources to fulfill this obligation. The City of Urbana contributes cash match towards its HOME projects, and the City of Champaign has historically used a combination of cash match and forbearance of customary fees for large developments. Land donations for larger developments will contribute to the program in the coming year, as well as sweat equity and cash contributions provided by the volunteers of Habitat for Humanity of Champaign County will exceed the anticipated match requirement in the coming five years. Match credit is also available from previous housing development projects, for those entities who are unable to provide any match.

**If appropriate, describe publically owned land or property located within the jurisdiction that may be used to address the needs identified in the plan**

Not applicable.

**Discussion**

Not applicable.

## Annual Goals and Objectives

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

#### Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Provide decent affordable housing opportunities	2015	2019	Affordable Housing	CENSUS TRACT NUMBERS 53, 54, 55, AND 56	Affordable Housing	HOME: \$200,000	Homeowner Housing Added: 5 Household Housing Unit Homeowner Housing Rehabilitated: 3 Household Housing Unit Direct Financial Assistance to Homebuyers: 10 Households Assisted Tenant-based rental assistance / Rapid Rehousing: 24 Households Assisted

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
2	Address Barriers to Affordable Housing	2015	2019	Affordable Housing Non-Housing Community Development	CENSUS TRACT NUMBERS 53, 54, 55, AND 56 Beardsley Park Neighborhood Improvement Plan Area Garden Hills United Neighborhood Association Action Plan City of Urbana City of Champaign Urbana Consortium-wide Area Bristol Park Neighborhood Plan Area	Community Development Needs	HOME: \$200,000	Direct Financial Assistance to Homebuyers: 15 Households Assisted



Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
3	Preserve Existing Affordable Housing Supply	2015	2019	Affordable Housing	CENSUS TRACT NUMBERS 53, 54, 55, AND 56 Beardsley Park Neighborhood Improvement Plan Area Garden Hills United Neighborhood Association Action Plan City of Urbana City of Champaign Urbana Consortium-wide Area Bristol Park Neighborhood Plan Area	Affordable Housing	CDBG: \$362,022 HOME: \$229,787	Homeowner Housing Rehabilitated: 6 Household Housing Unit

Table 3 – Goals Summary

## Goal Descriptions

1	<table border="1"> <tr> <th data-bbox="261 186 293 1929">Goal Name</th><th data-bbox="293 186 722 1929">Provide decent affordable housing opportunities</th></tr> <tr> <td data-bbox="261 1688 293 1929">Goal Description</td><td data-bbox="293 1688 722 1929"> <p>Increase supply of affordable housing available to low and moderate income households, by providing Tenant Based Rental Assistance to households with incomes at or below 60% of the area median, targeting those at or below 125% of the poverty level, support new construction for homeownership sponsored by CHDOs and other nonprofits, support new construction of affordable rental units sponsored by CHDOs and other nonprofits, support and provide guidance for for-profit developers building new affordable renter and owner units, support construction of new affordable rental units through LIHTC, in compatible areas, encourage the development of non-profit housing development organizations eligible for CHDO status. Expand homeownership opportunities for low and moderate income households, by providing support and encourage homeownership education programs, support the Housing Authority of Champaign County's Section 8 Homeownership program, support the development of local Lease Purchase Programs, directly encourage homeownership through downpayment assistance programs such as programs funded with Private activity bond funds, develop new downpayment assistance programs for low-income buyers.</p> </td></tr> </table>	Goal Name	Provide decent affordable housing opportunities	Goal Description	<p>Increase supply of affordable housing available to low and moderate income households, by providing Tenant Based Rental Assistance to households with incomes at or below 60% of the area median, targeting those at or below 125% of the poverty level, support new construction for homeownership sponsored by CHDOs and other nonprofits, support new construction of affordable rental units sponsored by CHDOs and other nonprofits, support and provide guidance for for-profit developers building new affordable renter and owner units, support construction of new affordable rental units through LIHTC, in compatible areas, encourage the development of non-profit housing development organizations eligible for CHDO status. Expand homeownership opportunities for low and moderate income households, by providing support and encourage homeownership education programs, support the Housing Authority of Champaign County's Section 8 Homeownership program, support the development of local Lease Purchase Programs, directly encourage homeownership through downpayment assistance programs such as programs funded with Private activity bond funds, develop new downpayment assistance programs for low-income buyers.</p>
Goal Name	Provide decent affordable housing opportunities				
Goal Description	<p>Increase supply of affordable housing available to low and moderate income households, by providing Tenant Based Rental Assistance to households with incomes at or below 60% of the area median, targeting those at or below 125% of the poverty level, support new construction for homeownership sponsored by CHDOs and other nonprofits, support new construction of affordable rental units sponsored by CHDOs and other nonprofits, support and provide guidance for for-profit developers building new affordable renter and owner units, support construction of new affordable rental units through LIHTC, in compatible areas, encourage the development of non-profit housing development organizations eligible for CHDO status. Expand homeownership opportunities for low and moderate income households, by providing support and encourage homeownership education programs, support the Housing Authority of Champaign County's Section 8 Homeownership program, support the development of local Lease Purchase Programs, directly encourage homeownership through downpayment assistance programs such as programs funded with Private activity bond funds, develop new downpayment assistance programs for low-income buyers.</p>				

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

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

### **Introduction**

The following is a list of proposed programs listed in the PY 2015-2019 Consolidated Plan, for the one-year FY 1718 Annual Action Plan period. All of the proposed projects are in response to an identified need in the Consolidated Plan. Consideration has also been given to program delivery, and staffing requirements to successfully operate the grant activities, various objectives of leveraged funding available, as well as programmatic constraints of both the HOME Investment Partnerships and Community Development Block Grant programs. The projected target start date for the proposed programs is July 1, 2017 and projected commencement of proposed programs is June 30, 2018.

#	Project Name
1	CDBG Planning & Administration
2	CDBG Public Services
3	CDBG Housing Activities
4	CDBG Public Facilities
5	HOME Planning & Administration
6	HOME CHDO Operating
7	HOME City of Urbana Neighborhood Revitalization
8	HOME Champaign County Neighborhood Revitalization
9	HOME CHDO Project
10	HOME City of Champaign Neighborhood Revitalization
11	Tenant Based Rental Assistance

**Table 4 – Project Information**

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

The City of Urbana has utilized its allocation of CDGB and HOME funds to address obstacles to meeting underserved needs, foster and maintain decent housing, support public housing improvements and resident initiatives, address lead-based paint hazards, reduce the number of persons below poverty level, and has provided assistance in coordinating housing and service agencies. These funded activities are noted within the previous listings and budget for FY 2017-2018 projects.

**AP-38 Project Summary**  
**Project Summary Information**

Annual Action Plan  
2017

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1	<b>Project Name</b>	CDBG Planning & Administration
	<b>Target Area</b>	CENSUS TRACT NUMBERS 53, 54, 55, AND 56
	<b>Goals Supported</b>	Preserve Existing Affordable Housing Supply
	<b>Needs Addressed</b>	Homeless Prevention & Services Non-Homeless Special Needs Community Development Needs
	<b>Funding</b>	CDBG: \$72,404
	<b>Description</b>	Funds will be used to support the administrative activities associated with carrying out the goals and objectives of the Community Development Block Grant Program.
	<b>Target Date</b>	
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Not applicable
	<b>Location Description</b>	Not applicable
2	<b>Planned Activities</b>	Funds will be used to support the administrative activities associated with carrying out the goals and objectives of the Community Development Block Grant Program.
	<b>Project Name</b>	CDBG Public Services
	<b>Target Area</b>	CENSUS TRACT NUMBERS 53, 54, 55, AND 56 City of Urbana
	<b>Goals Supported</b>	Address Barriers to Affordable Housing
	<b>Needs Addressed</b>	Homeless Prevention & Services Non-Homeless Special Needs Community Development Needs
	<b>Funding</b>	CDBG: \$54,303
	<b>Description</b>	Funds will be used to support the public service activities undertaken by the City of Urbana.
	<b>Target Date</b>	
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	

	<b>Location Description</b>	
	<b>Planned Activities</b>	Transitional Housing for homeless families with children, Neighborhood Cleanup, and public service grant awards through the Consolidated Social Service Funding process.
<b>3</b>	<b>Project Name</b>	CDBG Housing Activities
	<b>Target Area</b>	CENSUS TRACT NUMBERS 53, 54, 55, AND 56 City of Urbana
	<b>Goals Supported</b>	Provide decent affordable housing opportunities
	<b>Needs Addressed</b>	Affordable Housing Non-Homeless Special Needs
	<b>Funding</b>	CDBG: \$235,315
	<b>Description</b>	Funds will be used to support housing rehabilitation activities undertaken by the City of Urbana, as well as the acquisition of available properties in targeted areas of the City for the purpose of furthering affordable housing.
	<b>Target Date</b>	
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	
	<b>Location Description</b>	

	<b>Planned Activities</b>	Emergency grant, Access grant, and Senior Repair programs. The Emergency Grants program allows up to \$5,000 in repairs that risk the health and safety of household occupants, such as a furnace failing in the winter months or an actively leaking roof that needs to be patched. The Access Grant provides improvements necessary to remove barriers to accessibility to persons with disabilities. It is available for renters or homeowners who earn less than 80% of the Median Family Income. The Senior Repair program provides for home maintenance repair for elderly or persons with disabilities who are at or below 50 percent of the Median Family Income. The ultimate goal of the program is to sustain the housing and continue the occupant's ability to remain in their home. Property Acquisition funds will be used for the purchase and maintenance of properties and structures primarily in Census Tracts 53/54/55/56 Block 1; utilization of the properties may include donation to a non-profit housing developers to build affordable housing, city sponsored rehabilitation and resale to qualified homebuyers, and donation to other organizations to support CDBG-eligible programs.
4	<b>Project Name</b>	CDBG Public Facilities
	<b>Target Area</b>	CENSUS TRACT NUMBERS 53, 54, 55, AND 56 City of Urbana
	<b>Goals Supported</b>	Preserve Existing Affordable Housing Supply
	<b>Needs Addressed</b>	Non-Homeless Special Needs Community Development Needs
	<b>Funding</b>	:
	<b>Description</b>	Funds will be used to support the public facilities projects undertaken by the City of Urbana.
	<b>Target Date</b>	
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	
	<b>Location Description</b>	



	<b>Planned Activities</b>	Planned activities include public facility improvements to social service providers' brick and mortar assets, in addition to blight reduction in targeted areas of the City. Property Acquisition funds will be used for the purchase, demolition, and clearance of properties and structures primarily in Census Tracts 53/54/55/56 Block 1 as part of the City's blight reduction activities.
5	<b>Project Name</b>	HOME Planning & Administration
	<b>Target Area</b>	CENSUS TRACT NUMBERS 53, 54, 55, AND 56 Urbana Consortium-wide Area
	<b>Goals Supported</b>	Provide decent affordable housing opportunities
	<b>Needs Addressed</b>	Affordable Housing
	<b>Funding</b>	HOME: \$64,121
	<b>Description</b>	Funds will be used to support the administrative activities associated with carrying out the HOME program goals and strategies.
	<b>Target Date</b>	
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	
	<b>Location Description</b>	
	<b>Planned Activities</b>	Activities include administrative undertakings associated with carrying out the HOME Program goals and objectives.
6	<b>Project Name</b>	HOME CHDO Operating
	<b>Target Area</b>	CENSUS TRACT NUMBERS 53, 54, 55, AND 56 Urbana Consortium-wide Area
	<b>Goals Supported</b>	Provide decent affordable housing opportunities
	<b>Needs Addressed</b>	Affordable Housing
	<b>Funding</b>	:
	<b>Description</b>	Funds will be used to support the projects undertaken within the Consortium-wide area by Community Housing Development Organizations.
	<b>Target Date</b>	

	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	
	<b>Location Description</b>	
	<b>Planned Activities</b>	New construction of approximately four single-family units.
<b>7</b>	<b>Project Name</b>	HOME City of Urbana Neighborhood Revitalization
	<b>Target Area</b>	CENSUS TRACT NUMBERS 53, 54, 55, AND 56 Urbana Consortium-wide Area
	<b>Goals Supported</b>	Provide decent affordable housing opportunities
	<b>Needs Addressed</b>	Affordable Housing
	<b>Funding</b>	HOME: \$153,408
	<b>Description</b>	Funds will be used to support the neighborhood revitalization activities undertaken by the City of Urbana, including: Down Payment Assistance, Acquisition-Rehab, Purchase-Rehab-Resale, Rental Rehab, Kerr Avenue Sustainable Development, New Construction activities, Tenant Based Rental Assistance, Owner-Occupied Rehabilitation, Lot Acquisition/Demolition, and/or other programs currently under development or may be proposed that further the affordable housing goals and mission of the City, Council, and Grants Management Division. Programs must comply with applicable local, state and federal regulations, including but not limited to HOME regulations.
	<b>Target Date</b>	
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	
	<b>Location Description</b>	

	<b>Planned Activities</b>	Neighborhood Revitalization activities include: Down Payment Assistance, Acquisition-Rehab, Purchase-Rehab-Resale, Rental Rehab, Kerr Avenue Sustainable Development, Lot Acquisition and/or Demolition, New Construction activities, Owner Occupied Rehabilitation, Tenant Based Rental Assistance, and/or other programs currently under development or may be proposed that further the affordable housing goals and mission of the City, Council, and Grants Management Division. Programs must comply with applicable local, state and federal regulations, including but not limited to HOME regulations. Funds are anticipated to be used for the Whole House Rehabilitation program. If tax credits are approved for the Urbana Townhomes/Aspen Court and the Kerr Avenue site, the City of Urbana will pursue investing in these tax credit projects in FY 16-17.
8	<b>Project Name</b>	HOME Champaign County Neighborhood Revitalization
	<b>Target Area</b>	Urbana Consortium-wide Area
	<b>Goals Supported</b>	Provide decent affordable housing opportunities
	<b>Needs Addressed</b>	Affordable Housing
	<b>Funding</b>	:
	<b>Description</b>	Funds will be used to support the neighborhood revitalization activities undertaken by the Champaign County Regional Planning Commission, including Tenant Based Rental Assistance and Owner-Occupied Housing Rehabilitation.
	<b>Target Date</b>	
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	
	<b>Location Description</b>	
	<b>Planned Activities</b>	TBRA and Owner-Occupied Housing Rehabilitation.
9	<b>Project Name</b>	HOME CHDO Project
	<b>Target Area</b>	Urbana Consortium-wide Area
	<b>Goals Supported</b>	Provide decent affordable housing opportunities
	<b>Needs Addressed</b>	Affordable Housing
	<b>Funding</b>	HOME: \$96,181

	<b>Description</b>	Funds will be used to support the projects undertaken within the Consortium-wide area by Community Housing Development Organizations. CHDO Reserve funds in the amount of 15% of the total annual allocation are being set aside to be allocated to certified Urbana Consortium CHDO or CHDOs whose proposed project(s) meet project readiness requirements. In order to meet project readiness requirements, the CHDO project(s) receiving reserve allocation(s) must be able to begin construction within one year from the date of execution of the agreement. Staff is continuing to work to identify feasible projects in the Consortium area, and a rolling CHDO Project application process is currently underway.
	<b>Target Date</b>	
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	
	<b>Location Description</b>	
	<b>Planned Activities</b>	New construction of approximately four single-family units.
10	<b>Project Name</b>	HOME City of Champaign Neighborhood Revitalization
	<b>Target Area</b>	City of Champaign
	<b>Goals Supported</b>	Provide decent affordable housing opportunities
	<b>Needs Addressed</b>	Affordable Housing
	<b>Funding</b>	HOME: \$240,452
	<b>Description</b>	Funds will be used to support the neighborhood revitalization activities undertaken by the City of Champaign, including full home improvement program (FHIP), acquisition rehabilitation program (Acq-Rehab) and lot acquisition/clearance for new construction (LAP). The FHIP and Acq-Rehab programs will be prioritized in the following areas of Champaign in order to provide maximum benefit in areas identified with the greatest housing needs and/or lowest incomes: Planning Areas 1, 2, 4, 7, 8, 9 14, and 15. The LAP program will be limited to neighborhoods with plans underway or being developed at the time of this Consolidated Plan: Beardsley Park, Bristol Park and Garden Hills.
	<b>Target Date</b>	

	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	
	<b>Location Description</b>	
	<b>Planned Activities</b>	Funds will be used to support the neighborhood revitalization activities undertaken by the City of Champaign, including full home improvement program (FHIP), acquisition rehabilitation program (Acq-Rehab) and lot acquisition/clearance for new construction (LAP). The FHIP and Acq-Rehab programs will be prioritized in the following areas of Champaign in order to provide maximum benefit in areas identified with the greatest housing needs and/or lowest incomes: Planning Areas 1, 2, 4, 7, 8, 9 14, and 15. The LAP program will be limited to neighborhoods with plans underway or being developed at the time of this Consolidated Plan: Beardsley Park, Bristol Park and Garden Hills.
<b>11</b>	<b>Project Name</b>	Tenant Based Rental Assistance
	<b>Target Area</b>	Urbana Consortium-wide Area
	<b>Goals Supported</b>	Provide decent affordable housing opportunities
	<b>Needs Addressed</b>	Affordable Housing
	<b>Funding</b>	HOME: \$87,044
	<b>Description</b>	Funds will be used to support various TBRA programs in the Consortium area.
	<b>Target Date</b>	
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	
	<b>Location Description</b>	
	<b>Planned Activities</b>	To provide affordable housing through the various TBRA programs in the Consortium area.

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

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

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

### **Geographic Distribution**

<b>Target Area</b>	<b>Percentage of Funds</b>
CENSUS TRACT NUMBERS 53, 54, 55, AND 56	70
Beardsley Park Neighborhood Improvement Plan Area	
Garden Hills United Neighborhood Association Action Plan	
City of Urbana	10
City of Champaign	
Urbana Consortium-wide Area	20
Bristol Park Neighborhood Plan Area	

**Table 5 - Geographic Distribution**

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

These census tracts have populations in which at least 51% of the total number of households is at or below 80% of the area medium family income. CDBG funds will be targeted to these census tracts, HOME funds will be targeted in low income neighborhoods throughout the Urbana HOME Consortium, including the previously mentioned census tracts.

### **Discussion**

## Affordable Housing

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

#### Introduction

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

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

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

One Year Goals for the Number of Households Supported Through	
Rental Assistance	24
The Production of New Units	5
Rehab of Existing Units	3
Acquisition of Existing Units	5
Total	37

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

#### Discussion

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

### **Introduction**

The Urbana HOME Consortium and the City of Urbana Annual Action Plan for FY 2017-2018 identifies activities that are planned to be implemented by the City of Urbana and the members of the Urbana HOME Consortium during the period beginning July 1, 2017 and ending June 30, 2018. This Annual Action Plan budgets the use of two federal housing entitlement funds, Community Development Block Grant (CDBG) and the HOME Investment Partnerships (HOME) Program. The Annual Action Plan for FY 2017-2018 has been developed to further five-year strategies identified in the *City of Urbana and Urbana HOME Consortium Consolidated Plan for Program Years 2015-2019*. The Annual Action Plan identifies activities that will be undertaken by the City of Urbana and the Urbana HOME Consortium during the second year of the five-year Consolidated Plan period. The CDBG portion of the AAP identifies the planned uses of CDBG entitlement funds by the City of Urbana for FY 2017-2018. The HOME portion of the AAP identifies uses of HOME funds by members of the Urbana HOME Consortium. The members of the Urbana HOME Consortium (a.k.a. the Champaign/ Urbana/Champaign County HOME Consortium) are the City of Urbana, the City of Champaign, and Champaign County. The AAP was on file for public review and comment during the period beginning March 27, 2017 through April 25, 2017. On March 28, 2016, the City held a public hearing to obtain comments regarding the draft AAP. The hearing was held at 7:00 p.m. in the Council Chambers of the Urbana City Building, 400 South Vine Street, Urbana, IL, before the regular meeting of the Urbana Community Development Commission. All comments received at the hearing, as well as other written comments submitted during the public review period, will be included in the AAP.

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

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

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



providing increased support for families to become economic self-sufficient, and increasing housing choice for low income households. The broad flexibility to waive statute and regulations allows HACC to better serve and house residents while streamlining internal operations. The seven-member HACC Board of Commissioners consists of two commissioners appointed by each of the Cities of Urbana and Champaign, an appointee that rotates between the two cities called a “floating” appointee, a commissioner appointed by the Champaign County Board, and a commissioner appointed from among residents of the HACC properties. The City will work with the HACC towards the redevelopment of Urbana Townhomes complex; a developer has been selected for the site. The City will also continue to work with the HACC to develop collaborative measures to further each organization's programmatic goals in the community regarding affordable housing initiatives.

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

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

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

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

**Discussion**

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

### **Introduction**

The Champaign County Continuum of Care (CoC) surveys homeless person in Champaign County each January as is required by HUD, in an effort to count the number of homeless individuals and families, to better understand the causes of homelessness and to plan services that will effectively address the needs of this population. In summary, the 2017 Point-In-Time survey reported that Champaign County had approximately 60 homeless individuals (including 39 children) in 20 households.

### **Describe the jurisdictions one-year goals and actions for reducing and ending homelessness including**

#### **Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs**

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

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

The United Way and other members of the Emergency Family Shelter Steering Committee, which includes the City of Urbana, has partnered with the Housing Authority of Champaign County to rehabilitate a former Urban Park Place apartment complex into an Emergency Family Shelter. The City of Urbana maintains a Transitional Housing Program for Homeless Families with Children; the program works with homeless families by providing support and referrals so that they can become self-sufficient. The City of Urbana, through the Supportive Housing Program, administers the Homeless Families in Transition Project on behalf of Courage Connection, which provides homeless services and domestic violence services. The City of Urbana also administers the Emergency Solutions Grant through the State of Illinois and the Continuum of Care, on behalf of agencies and shelters, including Crisis Nursery and

The Emergency Shelter for Men (co-sponsored with the United Way of Champaign County/New Covenant Fellowship Church/Faith United Methodist Church.)

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

In the most recent point in time survey data available of homeless persons in Champaign County (January 2017), 20 families with children were identified (4 emergency and 15 transitional sheltered/1 unsheltered), made up of 60 individuals (12 emergency and 44 transitional sheltered/4 unsheltered) of whom 39 (7 emergency and 29 transitional sheltered/3 unsheltered) were children under the age of 18. Four persons age 18-24 were identified as sheltered (2 emergency and 2 transitional), and 17 identified as over age 24 (3 emergency and 13 transitional sheltered/1 unsheltered). Transitional homelessness occurs when a housing crisis (i.e. loss of job, domestic violence) temporarily renders an individual or family homeless. When homeless services are provided, these persons usually are able to locate and obtain another stable housing situation through Centralized Intake.

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

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

## **Discussion**

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

sponsored by the Champaign County Coalition, is in the process of being schedule, with both entities being involved.

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

### **Introduction**

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

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

The cost of housing within the Consortium is not significantly affected by local public policies. The City of Champaign, the City of Urbana, and Champaign County have policies on taxation, land use, zoning, building codes, fees, etc., that are conventional and similar to other downstate Illinois and Midwest communities. Housing costs are influenced by the large number of transient tenants and homebuyers who are attending the University of Illinois. This high demand for housing has resulted in increased housing costs, especially in the rental housing market. One significant program change that the City of Urbana will be implementing regarding its owner-occupied housing rehabilitation program is the lien structure imposed on participants receiving assistance. The program formerly operated as a deferred loan program that was not forgiven until sale transfer. This often resulted in liens that remained on a property for upwards of 20 years. Some residents aging out of housing may have been burdened by the lien, or those inheriting properties had to pay the lien to receive clear title. As such, the program is being restructured to allow the lien to be forgiven after a set amount of time; such as five or ten years. This will ensure that the low-income household receives the benefit of the investment but is not burdened by long-term secondary financing.

### **Discussion**

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

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

### **Introduction**

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

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

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

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

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

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

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

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

The Tenant Based Rental Assistance programs in the Consortium area are targeted towards persons who are below the poverty-level. The combination of self-sufficiency case management and stable housing is intended to assist households in escaping poverty. Staff will evaluate these programs for their effectiveness during the Annual Action Plan year.

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

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

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

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

#### **Discussion**

## Program Specific Requirements

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

#### Introduction

#### Community Development Block Grant Program (CDBG)

##### Reference 24 CFR 91.220(l)(1)

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

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

#### Other CDBG Requirements

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



## **HOME Investment Partnership Program (HOME)**

### **Reference 24 CFR 91.220(l)(2)**

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

The Urbana HOME Consortium will not be carrying out activities outside of those described in Section 92.205 in the 2016-2017 Fiscal Year.

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

For HOME assisted projects that do not include direct buyer assistance, a resale restriction will be used, to be in effect for the duration of the affordability period. The affordability period is based on the amount of HOME assistance provided to the project. A land use restriction, mortgage, and promissory note shall be recorded against the title to the property. Each of these documents will include a provision restricting the sales price such that it must be "affordable" to low-income buyers. In this instance, the affordable price results in a monthly housing cost for principal, interest, taxes and insurance of not more than 30% of the gross monthly income for a household below 80% of the area median income for the Champaign County Area. The term "low-income buyer" has an annual income, as adjusted for family size, that is less than or equal to eighty percent (80%) of the area median income (as defined by HUD) for the Champaign County area. The owner shall receive a fair return on his/her investment. The sales price may encompass the cost of any home investment documented with receipts, which can be defined as, but is not limited to, any additions to the home such as a bedroom, bathroom, or garage, replacement of heating, ventilation, or air conditioning systems, accessibility improvements such as bathroom modifications for disabled or elderly which were not installed through a federal, state, or locally-funded grant program, or outdoor improvements such as a new driveway, walkway, retaining wall, or fence. The sales price may also encompass the increase in the value of owner equity and investment as calculated by the cumulative percentage of change which is calculated by the Housing Price Index (HPI) calculator of the Federal Housing Finance Agency (X) plus 1.00 times the total owner investment at time of purchase (Y) plus the documented capital improvements (Z). A complete description of the recapture and resale provisions is found in the attached Resale and Recapture Guidelines for HOME Program Activities.

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

The City of Urbana, Urbana HOME Consortium members, and designated Community Housing Development Organizations agree that, to the extent allowable by law, to secure the HOME funds,

an agreement with the homebuyer, as well as a mortgage and promissory note, as applicable, shall be executed for any HOME funded homeownership property. Each document will include the prescribed net sales proceeds provisions for the recapture of HOME funds as outlined below. The mortgage and promissory note are to be recorded against the title to the property. For HOME-assisted, homeownership units, wherein HOME funds are utilized to provide direct assistance to the homebuyer, net proceeds from the sale must provide the original homebuyer, now the home seller, a "fair return" on his/her investment (including any down payment and capital improvement investment made by the seller since purchase). The table in the attached City of Urbana Resale and Recapture Guidelines for HOME Program Activities provides for the minimum terms of affordability based on the amount of direct assistance provided to the homebuyer. The period of affordability shall commence from the date the activity is identified as "completed" in HUD's Integrated Disbursement Information System (IDIS). Subject to recapture are the HOME funds that are invested in a HOME assisted unit, as a direct subsidy to the homebuyer. The subsidy could include down payment assistance and the amount of each subsidy would be a minimum of \$1,000 and differ per each homebuyer. The City will reduce the HOME investment amount to be recaptured from the Net Proceeds on a prorated basis for the time the Homeowner has owned and occupied the housing measured against the remaining years in the required Affordability Period. The prorated basis is as follows: (1) First Year - 90% of HOME investment from available Net Proceeds, (2) Second Year - 70% of HOME investment from available Net Proceeds, (3) Third Year - 50% of HOME investment from available Net Proceeds, (4) Fourth Year - 30% of HOME investment from available Net Proceeds, and (5) Fifth Year - 10% of HOME investment from available Net Proceeds. The amount of recapture funds are subject to the availability of Net Proceeds available from the resale of the property. The term "Net Proceeds" shall mean the proceeds as indicated upon a closing settlement statement of the net amount to be paid to the seller. In the event that no such statement exists, "Net Proceeds" shall mean the amount equal to the sales price (X) minus any superior private debt (Y) and minus any reasonable closing costs (Z), as determined by the City, including, but not limited to, title insurance, recording fees, Realtor's commissions or property taxes. A complete description of the recapture and resale provisions is found in the attached Resale and Recapture Guidelines for HOME Program Activities.

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

Refinancing of a project may occur only if specifically authorized in an approved Annual Action Plan, and then only if conditions of the refinancing are clearly stated in the Plan. To be eligible for refinancing a project must meet the following conditions: (1) Refinancing cannot be the primary purpose of the HOME investment. Refinancing is only appropriate when HOME funds are loaned to rehabilitate the property for which refinancing is being requested and then only when necessary to permit or ensure continued affordability. To demonstrate that rehabilitation is the primary activity for which HOME funds have been expended in connection with the property, at least \$5,000 per

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

NA

## Attachments



## NOTICE OF NEIGHBORHOOD MEETINGS & PUBLIC HEARING

The City of Urbana and the Urbana HOME Consortium (comprised of the City of Urbana, the City of Champaign, and Champaign County/CCRPC) is seeking citizen input regarding community needs for the preparation of the Annual Action Plan (AAP) for Fiscal Year 2017-2018. The AAP establishes budgets for Community Development Block Grant (CDBG) and HOME Investment Partnership (HOME) Programs.

<b>MONDAY, JAN 9, 2017</b> Champaign County Regional Planning Commission 1776 East Washington Street, U	<b>TUESDAY, JAN 10, 2017</b> City Council Chambers 400 South Vine Street, U	<b>WEDNESDAY, JAN 11, 2017</b> Dr. Martin Luther King, Jr. Elementary School Library 1108 West Fairview, U	<b>THURSDAY, JAN 12, 2017</b> Crystal View Townhomes Community Center 102 East Stebbins Drive, U
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### ALL NEIGHBORHOOD MEETINGS AT 7:00 PM IN URBANA

#### PUBLIC HEARING FOR SOCIAL SERVICE AGENCIES & HOUSING ORGANIZATIONS

*Tuesday, January 10, 2017 at Noon - 1:00 PM*  
*Urbana Civic Center, 108 East Water Street, Urbana*

Persons with disabilities who need accommodations for these hearings should contact Community Development Services at 384-2447 / TTY 384-2360, email [khmierskowski@urbanaininois.us](mailto:khmierskowski@urbanaininois.us), or contact the City of Urbana Americans with Disabilities Coordinator at 384-2466.

**ANNUAL ACTION PLAN FY 2017-2018  
PUBLIC HEARING**

**Monday, January 9, 2017, 7:00 P.M.  
Champaign County Regional Planning Commission, 1776 E. Washington Street, Urbana**

**Minutes**

**Present:** Randy Burgett, Kelly Mierkowski, Community Development Services  
Department, City of Urbana.

**Others Present:** Lisa Benson, Champaign County Regional Planning Commission

Notice of this public hearing was faxed and emailed to the media, various social service agencies, and citizens on January 5, 2017. Notice of this public hearing was also placed on the City's website and onsite at various locations in the City's target areas on December 23, 2016.

Ms. Mierkowski called the public hearing to order at 7:00 p.m. The purpose of this public hearing is to provide an opportunity for the public to provide input and comments regarding the proposed City of Urbana and Urbana HOME Consortium Annual Action Plan for Fiscal Year 2017-2018.

Seeing no further comments, Ms. Mierkowski closed the public hearing at 7:15 p.m.

Respectfully Submitted,

  
Matt Reje, Community Development Coordinator

**ANNUAL ACTION PLAN FY 2017-2018  
PUBLIC HEARING**

**Tuesday, January 10, 2017, 12:00 P.M.  
Urbana Civic Center, 108 East Water Street, Urbana**

**Minutes**

Present: Kelly Mierkowski, Matt Rejc, Community Development Services Department, City of Urbana.

Others Present: Katie Adams, Crisis Nursery; Charles Burton, Don Moyer Boys and Girls Club; Isak Griffiths, Courage Connection; Michelle Stallmeyer, Habitat for Humanity of Champaign County; Jason Greenly, Courage Connection; Janel Gomez, City of Champaign; Candace Godbolt, Courage Connection; Mike Doyle, University of Illinois YMCA; Josh Payne, Amc High

Notice of this public hearing was faxed and emailed to the media, various social service agencies, and citizens on January 5, 2017. Notice of this public hearing was also placed on the City's website and onsite at various locations in the City's target areas on December 23, 2016.

Ms. Mierkowski called the public hearing to order at 12:09p.m. The purpose of this public hearing is to provide an opportunity for the public to provide input and comments regarding the proposed City of Urbana and Urbana HOME Consortium Annual Action Plan for Fiscal Year 2017-2018.

Jason Greenly stated that Tenant-Based Rental Assistance (TBRA) funding has been very helpful with regards to assisting former residents of transitional housing and easing their transition to complete self-sufficiency. Courage Connection would like to see TBRA continue because it has made a tangible difference in peoples' lives. Ms. Mierkowski replied that the Urbana HOME Consortium is anticipating the announcement of a request for proposals, which will allow agencies to apply for additional HOME Investment Partnerships Program (HOME) TBRA funding.

Isak Griffiths asked if homeowner rehabilitation projects are funded by the Community Development Block Grant (CDBG). Ms. Mierkowski mentioned that some homeowner-occupied rehabilitation projects are funded through CDBG funding while others are funded through the HOME program. Janel Gomez mentioned that the City of Champaign imposes a 5-year affordability period on rehabilitation activities, while the City of Urbana imposes no affordability period.

Katie Adams reiterated Mr. Greenly's statement regarding the need for support from municipalities. Ms. Adams also wanted to emphasize that emergency day care is still a need in the community. A lack of day care can endanger the employment of low-income residents, which can also feed into housing instability and homelessness. Recent expansion of the Crisis Nursery increased its capacity, but additional emergency day care support is needed. This is also the case for children above six years of age, who cannot qualify for the Crisis Nursery.

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

Mike Doyle stated that he has noticed a growing interest in immigrant needs and the unique challenges that they face. He stated that an immigrant welcome center could be a possible beneficial addition to the community. Ms. Gomez stated that HOME and CDBG funds haven't specifically benefitted immigrants but that is a need to be taken into account through outreach and other actions. Ms. Adams noted that interpreters are a consistent need at the Crisis Nursery, and French interpreters are in particularly high demand.

Josh Payne represented a new organization called Ame High, and he is reaching out to the community to network. The organization conducts visits with youth parolees and recently released youth, while also working with the Cunningham Children's Home. Ms. Mierkowski suggested that he contact Lisa Benson at the Champaign County Regional Planning Commission for opportunities to collaborate with the Youth Assessment Center.

Charles Burtor said that the Don Moyer Boys and Girls Club now has new programs serving youth of ages 6-18, from immediately afterschool to 9pm. He is also working with youth and local police departments to identify youth who may need coping skills. He is hoping to run youth groups in schools as well.

Ms. Griffiths emphasized the effect of the domestic violence continuum on housing instability, noting that the local student population makes it easier for landlords to move on to another tenant. She stated that agencies need to work with tenants to teach them to use existing resources. Governments need to educate landlords with regards to how they can effectively work with tenants who have housing impediments, and possibly even incentivizing the housing of riskier tenants. Ms. Griffiths also stated that governments need to play an active role in educating employers with regards to employing individuals with convictions. Mr. Payne echoed the need for a dialogue with employers regarding the employment of individuals with convictions. Ms. Mierkowski stated that the Illinois Worknet Center and municipal human relations offices could assist in this regard. Ms. Griffiths reiterated that employment affects housing and the ability for individuals to overcome homelessness.

Ms. Godbolt related that many landlords stop processing applications from potential tenants who have felony issues, but that she and others help landlords to understand the role that Courage Connection plays in supporting such tenants. Ms. Godbolt stated that the refusal to rent based on felony convictions is problematic, and mentioned the possibility of using incentives or landlord education to counteract the situation. Ms. Godbolt stated that it is much more difficult to find willing landlords in Champaign than in Urbana. Ms. Gomez stated that small landlords are not subject to fair housing laws, but that Champaign's protected classes are posted on their website. Mr. Payne asked if criminal history is a protected class at Federal, State, or municipal levels, and Ms. Gomez said that staff will look into the matter, and that a landlord education component is feasible, especially in light of existing relationships with the Champaign-Urbana tenant union and the Housing Authority of Champaign County.



Seeing no further comments, Ms. Mierkowski closed the public hearing at 12:57p.m.

Respectfully Submitted,

  
Matt Reje, Community Development Coordinator

**ANNUAL ACTION PLAN FY 2017-2018  
PUBLIC HEARING**

**Tuesday, January 10, 2017, 7:00 P.M.  
Urbana Council Chambers, 400 S. Vine Street, Urbana**

**Minutes**

Present: Kelly Mierkowski, Randy Burgett, Community Development Services  
Department, City of Urbana.

Others Present: None

Notice of this public hearing was faxed and emailed to the media, various social service agencies, and citizens on January 5, 2017. Notice of this public hearing was also placed on the City's website and onsite at various locations in the City's target areas on December 23, 2016.

Ms. Kelly Mierkowski called the public hearing to order at 7:00 p.m. The purpose of this public hearing is to provide an opportunity for the public to provide input and comments regarding the proposed City of Urbana and Urbana HOME Consortium Annual Action Plan for Fiscal Year 2017-2018.

Seeing no further comments, Ms. Mierkowski closed the public hearing at 7:45 p.m.

Respectfully Submitted,



Matt Rejc, Community Development Coordinator

**ANNUAL ACTION PLAN FY 2017-2018  
PUBLIC HEARING**

**Wednesday, January 11, 2017, 7:00 P.M.**

**Dr. Martin Luther King Jr. Elementary School, 1108 West Fairview, Urbana**

**Minutes**

Present: Don Ho, Matt Rejc, Community Development Services Department, City of Urbana.

Others Present: Megan McGinty, Resident, 1114 W. Hill Street

Notice of this public hearing was faxed and emailed to the media, various social service agencies, and citizens on January 5, 2017. Notice of this public hearing was also placed on the City's website and onsite at various locations in the City's target areas on December 23, 2016.

Mr. Rejc called the public hearing to order at 7:00 p.m. The purpose of this public hearing is to provide an opportunity for the public to provide input and comments regarding the proposed City of Urbana and Urbana HOME Consortium Annual Action Plan for Fiscal Year 2017-2018.

Megan McGinty noted that new Habitat-constructed affordable housing is of high-quality. However, she stated that the house at 1118 W. Hill Street is dilapidated and in a particularly dangerous condition. She stated that the City needs to address this structure immediately, as children live nearby and play near it. Mr. Rejc stated that the City is aware of the condition of this structure and that the City is taking measures to address it.

Ms. McGinty also said that drivers drive too quickly down Fairlawn Drive, which is also dangerous for local children. She stated that this occurs in part because people want to avoid University Avenue.

Ms. McGinty suggested that neighborhood coordination could be improved through better outreach to residents. This could be accomplished through flyers that are sent home with local students, information sent through the Parent Teacher Association at King School, and in collaboration with Habitat for Humanity.

Ms. McGinty stated that a neighborhood garden near Hill Street and Goodwin Avenue could be particularly beneficial to the neighborhood.

Seeing no further comments, Mr. Rejc closed the public hearing at 7:55 p.m.

Respectfully Submitted,



Matt Rejc, Community Development Coordinator

**ANNUAL ACTION PLAN FY 2017-2018  
PUBLIC HEARING**

**Thursday, January 12, 2017, 7:00 P.M.  
Crystal View Townhomes Community Center, 102 E. Stebbins Dr., Urbana**

**Minutes**

Present: Don Ho, Matt Rejc, Community Development Services Department, City of Urbana.

Others Present: None

Notice of this public hearing was faxed and emailed to the media, various social service agencies, and citizens on January 5, 2017. Notice of this public hearing was also placed on the City's website and onsite at various locations in the City's target areas on December 23, 2016.

Mr. Rejc called the public hearing to order at 7:00 p.m. The purpose of this public hearing is to provide an opportunity for the public to provide input and comments regarding the proposed City of Urbana and Urbana HOME Consortium Annual Action Plan for Fiscal Year 2017-2018.

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

Respectfully Submitted,



Matt Rejc, Community Development Coordinator



**APPROVED  
MINUTES  
COMMUNITY DEVELOPMENT COMMISSION MEETING  
Tuesday, February 28, 2017, City Council Chambers  
400 South Vine Street, Urbana, IL 61801**

**Call to Order:** Commissioner Silvis called the regular meeting to order at 7:07pm.

**Roll Call:** Kelly Mierkowski called the roll. A quorum was present.

**Commission Members Present:** Anne Heinze Silvis, Janice Bengston, Michael Braun, Abdulhakeem Saalam and Karin Hodgins-Jones

**Commission Members Excused/Absent:** Fred Cobb, Chris Diana, Jerry Moreland and Lauren Karplus

**Others Present:** Kelly Mierkowski, Matt Rejc and Don Ho, Community Development Services

**Approval of Minutes:** Commissioner Silvis asked for approval or corrections to the January 24, 2017 minutes. Commissioner Saalam moved to approve the minutes as written and Commissioner Hodgins-Jones seconded the motion. The motion carried unanimously.

**Petitions and Communications:** Commissioner Silvis asked if there was any written communication to the Commission, there were none.

**Audience Participation:** Commissioner Silvis stated that audience members could speak if they so wished. Lisa Benson, Community Services Director of Champaign County Regional Planning Commission and Michelle Stallmeyer, Family Support Manager from Habitat for Humanity: Champaign-Urbana were present.

**Staff Report:** Kelly Mierkowski, Grants Management Manager, provided a brief overview of the staff report provided to the Commissioners that evening, which included HUD activities, staff activities, meetings attended, and various projects and programs.

**Old Business:** None.

**New Business:**

**A RESOLUTION CERTIFYING A COMMUNITY HOUSING DEVELOPMENT ORGANIZATION FOR THE URBANA HOME CONSORTIUM (HABITAT FEB 2017)**

**A RESOLUTION APPROVING AND AUTHORIZING THE EXECUTION OF AN URBANA HOME CONSORTIUM COMMUNITY HOUSING DEVELOPMENT ORGANIZATION AGREEMENT (HABITAT CHDO DEVELOPER FY 2016-2017)**

Mr. Rejc explained that the first resolution is to certify Habitat for Humanity of Champaign County (Habitat) as a Community Housing Development Organization (CHDO) and the second resolution is to approve an agreement to give Habitat funds which are specifically set aside for community housing. A CHDO is a special affordable housing developer which has met certain criteria required by HUD. These criteria require CHDOs to have certain structure, some amount of representation in the community, adequate staffing levels and sustainable financial resources. Habitat submitted their application to be certified as a CHDO again. Grants Management Division (GMD) had reviewed their application and concluded that Habitat is worthy of being certified as a CHDO again.

This is not the first time that Habitat has been a CHDO. They have been a CHDO and a recipient of CHDO funds since 2011. The proposed agreement will allow to the City to give Habitat \$96,180.90. The reason for that specific amount is that the CHDO allocation is specifically 15% of the HOME grant and cannot be used for any other purposes. GMD tried to reach out to different agencies but Habitat is the only one that has met all the criteria at the moment. As a result, GMD would like to dedicate the whole CHDO allocation amount to Habitat.

There are three projects that Habitat has proposed, one in Urbana and two in Champaign. The reason why there are two projects in Champaign is that the Urbana HOME consortium includes City of Champaign, City of Urbana, and Champaign County Regional Planning Commission. Because Urbana does not have the population needed to apply for HOME fund, a consortium is needed in order for the City to receive HOME funds. The first project is 1408 Hill in Urbana. It is a former home that has been demolished and a new home will be built at that address. The second project is 709 Tommy Court in Champaign and it will be a rehab project. The third and last project is 1212 Hill and it will be a new construction project. All these projects are anticipated to be finished this summer and each project would receive roughly \$33,000 using HOME funds.

Habitat is also receiving funds from different sources to help with these projects such as the Attorney General grant (\$2 million in 2013), the Illinois Housing Development Authority grant and the Housing Authority of Champaign County grant. These funds are required to meet the 25 percent match that is required for HOME projects. There is no fiscal impact on the City budget and these projects are in line with the 5-year consolidated plan. Mr. Rejc recommends the Commission to forward the Resolutions to Council with a recommendation for approval. These projects

Commissioner Hodgins-Jones pointed out a typo on page 1 of the Urbana HOME Consortium agreement and said that corrections are necessary. Mr. Rejc agreed and said that he would fix the typo before forwarding these resolutions to Council. Commissioner Silvis then asked about the cost of demolition. Mr. Rejc explained that it could range anywhere from \$10,000 to \$25,000 and depends on different factors such as size, location, materials, etc. Commissioner Silvis mentioned about the project near King's school that was completed recently. She said that it was a nice project and would like to see more in the future.

Commissioner Silvis entertained a motion to either forward the Resolutions to Council with a recommendation for approval, forward the resolutions to Council with a recommendation for approval with changes, or to not forward for approval. Commissioner Bengston motioned for the approval of the Resolution, Commissioner Braun seconded the motion; the motion carried.

**COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PUBLIC SERVICE  
FUNDING PRIORITIES AS PART OF THE CONSOLIDATED SOCIAL SERVICE  
FUNDING POOL (FY 2017-2018)**

Ms. Mierkowski stated the social service funding process usually begins around March or April, and then Council decides which non-profit organizations would get funded and how much. GMD has to set aside 15 percent of CDBG funds for public service each year and then use a portion for the social service funding pool. The rest of the public service funds go towards the two Neighborhood Cleanups and the Transitional Housing program. In the past, GMD used to have more funds to contribute to the pool, but the amount has reduced recently due to funding cut. GMD is looking to contribute at least \$5,000 to the pool. The applications will be available the upcoming week.

At Council request, GMD will have presentations done in April or May, and then Council will make the final decision. Under the options of the memo are goals and priorities that are referenced in the 2015-2019 Consolidated Plan. Ms. Mierkowski recommended the options for funding to be supportive services & training for low-income individuals and support for homelessness. This would provide a larger range for funding possibilities and meet some of the needs that have not been met.

Commissioner Braun asked about the application process and an example of supportive services for low-income person. Ms. Mierkowski explained that the application process and training would start in the upcoming week. Regarding the supportive services for low-income person, the City has done this since 1996 and many different agencies have applied since then. Ms. Benson, director of Champaign County Regional Planning Commission, used the example that the City has supported low-income youth, provided them supportive services, and helped them with self-sufficiency.

Commissioner Silvis entertained a motion to either forward the Resolutions to Council with a recommendation for approval, forward the resolutions to Council with a recommendation for approval with changes, or to not forward for approval. Commissioner Braun motioned for the approval of the Resolution, Commissioner Salaam seconded the motion; the motion carried.

**Study Session:**

**DRAFT FY17-18 ANNUAL ACTION PLAN (AAP)**

Ms. Mierkowski stated that GMD is in the very preliminary stages of the AAP process. Beginning of January, GMD had a public hearing regarding the AAP. Per schedule, GMD is required have at least one discussion with the Community Development Commission. After that,

GMD would be able to write up a draft and bring it to next month meeting for review. The next step is to bring the draft to Council for approval and then to HUD for final submission in May. Ms. Mierkowski explained that the consolidated plan is what drives the federal grant programs and connected to the AAP. The AAP is specifically for HOME funds and CDBG funds.

Included in the APP is also the CAPER which is the year-end report and the participation plan (public hearings). There will be another public hearing next month. There are various parts of the AAP such as the executive summary, objectives, activities, outcome measures and measurable goals. Objectives should be SMART (specific, measurable, action-oriented, realistic and timed). Ms. Mierkowski then asked for any questions, suggestions or discussions regarding the AAP

Commissioner Braun asked if there will be any changes compared to last year. Ms. Mierkowski explained that it depends on the amount of funding that GMD gets. More funding means more projects and activities, and vice versa. Mr. Reje added that it is also depends on what kind of projects that are coming. The City was able to commit \$500,000 from CDBG and HOME to the Highland Green Project last year. There are still a couple projects that are still in limbo state because they are waiting on the approval for low-income housing tax credits from the State. Without the tax credits, it is very hard for developers to start on these projects. If these projects are ready to be funded, GMD then would dedicate HOME funds and/or CDBG funds to them.

Commissioner Braun asked if there are any concerns about these grants since there is a new administration. Ms. Mierkowski said that GMD is watching it closely through HUD news, webinars and trainings. However, there is not much information available regarding this issue. Commissioner Hodgins-Jones raised her concerns about future funding for CDBG and HOME grants. Ms. Mierkowski said that Congress is still working on the budget appropriation process and HUD will not release anything until the federal budget is approved.

Commissioner Hodgins-Jones then asked if HUD has ever not approved any AAPs. Ms. Mierkowski answered no. Commissioner Silvis asked if there are any financial requirements for these grants. Ms. Mierkowski said that there is a commitment deadline for HOME grant and an expenditure deadline for CDBG grant. Commissioner Silvis and Commissioner Braun then complimented the Grants Management Division on their hard work and dedication.

**Adjournment:** Seeing no further business, Commissioner Silvis adjourned the meeting at 8:12 p.m.

Recorded by

Don Ho  
Grants Compliance Specialist, Grants Management Division

Don Ho

APPROVED



**PUBLIC HEARING  
ANNUAL ACTION PLAN FY 2017-2018  
ANNUAL ACTION PLAN AMENDMENT FY 2014-2015 AND 2015-2016**

**Tuesday, March 28, 2017, 7:00 P.M.  
Urbana Council Chambers, 400 S. Vine Street, Urbana**

**Minutes**

Present: Fred Cobb, Jerry Moreland, Lauren Karplus, Anne Heinze Silvis, Janice Bengsten, Michael Braun, Abdulhakeem Saalam and Karin Hodgins-Jones, Community Development Commission

Present: Kelly Mierkowski, Matt Reje, Don Ho Community Development Services Department, City of Urbana.

Others Present: Jason Greenly and Candace Godbolt from Courage Connection, Ben Lewis from Habitat for Humanity of Champaign County, Janice Parker from Navicore.

Notice of this public hearing was also placed on the City's website on March 10, 2017, along with the notice that the public comment period would begin March 27, 2017 and it will last for 30 days.

Chairperson Cobb called the public hearing to order at 7:01 p.m. The purpose of this public hearing is to provide an opportunity for the public to provide input and comments regarding the proposed City of Urbana and Urbana HOME Consortium Annual Action Plan and Budget for Fiscal Year 2017-2018, as well as proposed City of Urbana and Urbana HOME Consortium Annual Action Plan Amendment for Fiscal Year 2014-2015 and 2015-2016.

Ms. Mierkowski explained that with regards to HOME and CDBG grants, all the proposed activities are adjusted to match the different estimated funding scenarios. HUD had suggested the Grants Management Division (GMD) to put different scenarios in the AAP and also to be prepared that the City may not be able to submit the APP in May like in the past. The reason is that the City does not have to do another 30-day period public hearing again when the allocation amount is revealed. It is still not clear when the GMD finds out the allocation amount for both grants.

Ms. Mierkowski then explained each different activity and its allocation under CDBG and HOME. CDBG activities include Administration (20%), Program Delivery, Public Service (15%), Emergency Grants, Access Grants and Property Acquisition. HOME activities include Administration (10%), City of Champaign portion, City of Urbana portion, Champaign County Regional Planning Commission portion. Budget scenario #1 shows no changes, budget scenario #2 shows a 10 percent reduction and budget scenario #3 shows a 10 percent increase.

Ms. Mierkowski mentioned the proposed amendment to the AAP 14-15 and AAP 15-16. She clarified that this is mostly carryover funds and related to the Request for Proposals (RFP) from three different agencies. These three agencies will also give out presentations to share what they

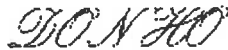
do and their missions right after Staff Report. The memo shows the amount that GMD is amending. Part of the money is from the City of Champaign and also part of the money is from the City of Urbana. Ms. Mierkowski then asked if anyone from the Community Development Commission or the audience had any questions.

Commissioner Karplus asked if GMD has heard anything about federal funding recently because of Urbana's status as a sanctuary city. Ms. Mierkowski said that there was not a lot of information out there. GMD had not heard much except for a couple of different bills and the Attorney General comments on sanctuary cities. GMD had also not heard anything that we would not receive any money. GMD will continue to pay close attention to this issue.

Chairperson Cobb asked if people have a good understanding of all this information, presuming that all the information has been disseminated. Ms. Mierkowski explained that all this information has been posted on the website. Since there is a 30-day period for public comments, she suggested that the audience would take a look and contact GMD if they have any questions.

Seeing no further comments, Chairperson Cobb closed the public hearing at 7:11 p.m.

Respectfully Submitted,



Don Ho, Community Development Coordinator

**Public Comments**  
**City of Urbana & Urbana HOME Consortium FY 1718 Annual Action Plan**  
**Student Homelessness**

During the public input period of the Urbana City Council on May 22, 2017, Mr. Terry Townsend, a retired member of the Housing Authority of Champaign County Board of Commissioners, addressed the Council regarding the issue of student homelessness or K-12 student homelessness in particular. Mr. Townsend quoted, "According to the Federal Register, the 1974 Gonzalez National Affordable Housing Act requires that the Annual Action Plan and the Consolidated Plan to describe how the plan will address housing and homeless needs."

After his conversation with Ms. Elizabeth Tyler, Urbana Community Development Director, he realized that the City addresses homelessness in general but does not address K-12 student homelessness. Mr. Townsend mentioned that he has worked with the school boards of both Urbana and Champaign, and has their support on this issue, as well as the support of the U.S. Department of Housing and Urban Development (HUD) Field Office in Chicago. He clarified that he is neither a member of any of those districts nor their representative. He then read a letter that he wrote to Dr. Benjamin Carson, the Secretary of the United States Department of Housing and Urban Development, on May 8, 2017. The letter says:

*"Dear Secretary Carson - the Champaign School District 4 and Urbana School District 116 Boards of Education have specifically requested that the City of Champaign and the City of Urbana address K-12 student homelessness. The media has repeatedly run stories about K-12 student homelessness. An elected official recently stated publicly, a Champaign councilperson, student homelessness is not new and she is correct. Per our review of the City of Champaign and the City of Urbana 2015-2019 Action Plan, it does not address K-12 student homelessness as a critical need nor does the plan direct funds to address student homelessness.*

*On May 2 2017, the City of Champaign voted on their 2017-18 Action Plan fifteen days before the statutory deadline to submit documents. The council bill 2017-099 was approved with no amendments added to address student homeless homelessness in the twin cities of Champaign and Urbana. Consolidated Plans and corresponding Action Plans are basic documents to identify the use of city funds received from the federal government. The City of Champaign 2017-2018 Annual Action Plan identifies primarily neighborhood revitalization and real property development as ongoing targets for the use of federal funds. However, the Annual Action Plan is problematic in the following ways: it fails to list specific objectives and the linkage between prior priority spending and homelessness is not clear.*

*Do not fund the City of Champaign and the City of Urbana CDBG or HOME request until these communities spend federal funds prioritized community needs consistent with the requirements of the Housing and Community Development Act of 1974. Lastly, we are aware of presidential proposals to eliminate the funding for housing and community development programs. We make no comment on that issue but we know massive amounts of federal and state funds are being spent on real property development and social engineering in Champaign County simultaneously. Our children are homeless and this is unacceptable.*

*I sign this as a former officer of the Champaign County Housing Authority and Mariel Miller, community activist, also signed this letter in opposing your application. I am certain of one thing we*

*have. We probably won't have to get the state and federal government to eliminate your funds. You are fully aware that there are complaints nationwide that cities are not using those funds in the appropriate way. For example, Dallas uses the funds to hire building inspectors."*

Mr. Townsend said that it is not his intent to pick a fight with the City of Urbana or the City of Champaign. This is not a partisan issue or race issue. This is about the children in the county and no children should be sleeping in trucks or in overcrowded conditions because the County has far too much money to allow that to happen. Lastly, he mentioned that he'll be traveling to Chicago to lobby against the City's application. He mentioned that both Urbana and Champaign School Boards have passed resolutions and sent them to the cities, but they were ignored. He also talked to the federal government, the Regional office and HUD Headquarters in Washington and they said having student homeless homelessness identified as a community need is an excellent idea. He pointed out that both cities have not dedicated any funds towards that issue. He added that the State is geared up to address student homelessness. House Bill 261 has left the House and is over in the Senate now for second reading.

Councilman Brown said that one of the ways the City establishes its priorities is through the Continuum of Care at the Regional Planning Commission and the schools have representatives as well as the cities. He asked Mr. Townsend if he has been there to talk with them and if they have identified this as a priority. Mr. Townsend said that he has talked to many members of that group, but somehow student homelessness is not listed in the 2015-2019 Consolidated Plan. Ms. Tyler explained to him that the City addresses homelessness in general. However, when it comes to student homelessness particularly, the City has not done so.

Councilman Brown explained that in part of funding homelessness, the City used to support Round House which probably could be for homeless students but like tenants of tenant-based rental assistance, some of those people have students and so that it would help them. He said the City would need time to figure out exactly how to target students particularly. Mr. Townsend suggested that the City should sit down with the school board to address the issue and come up with a solution just like state representatives are doing across the state. He said that he is aware of past funding and he thinks that perhaps the City can help the school district with transportation.

Mayor Marlin asked when the resolution from the school board was sent to the city. Mr. Townsend said that it was in The News Gazette but he did not remember the exact date. He mentioned that Dr. Owens can provide more information. Councilman Hazen asked about the definition of student homelessness. Does that include lockouts, runaways, and domestic problems or children in poverty or in need of behavioral intervention? Mr. Townsend explained that the definition is fluid. It is very difficult considered it is defined differently than the one in *McKinley-Vento Act*. He stated that his definition starts with overcrowding and of course not having a legitimate facility to reside in.

Councilwoman Wu asked if Mr. Townsend could provide an estimate for the K-12 homeless students in Urbana. Mr. Townsend said that he did not come prepared to bring those numbers but he can get those numbers in the future. He said that it is difficult to get those numbers. In fact, one of the problems with this homeless issue in every city in the country is coming up with clear numbers. In the Federal Register, it also indicates how difficult it is to come up with numbers. He suggested using a different approach to address this issue.

Councilman Jakobsson said that he had not seen the resolution from the school board. He asked if Mr. Townsend can point to a city that does this better than other cities and especially Urbana. Is there an example of a city that is trying to do the right thing or doing the right thing? If the City does research on a couple of those cities, it could be a good start. Mr. Townsend pointed out that San Diego and Philadelphia are doing some wonderful things. He acknowledged that it could be a good start but all cities are dealing with this vexing problem. He suggested that the City address this in a different manner because the Housing Authority's Enabling Act in 1939 hasn't been changed since then. He said that it needs to be updated. The cities also need to begin to look at those and then suggest from the state legislators that they are reengineering authorities in the state. When he went to look for the resolution that created the housing authority in this county, he couldn't find it. He had to go to Springfield and look into the vaults to get it, so people have not even looked at what the county can do legally because no one had the documents. He pointed that out and said it was unacceptable.

There are community problems that are coming into the schools, but schools are not equipped to deal with those problems. There is an organization that is equipped to deal with them but they are working independent of City. The housing authorities are created by state law state law enabling legislation. The program is created by the federal government so there is a strange kind of setup. There is an *Illinois Housing Authorities Act* and it can be changed to do whatever the City wants. He is here to suggest these things to Council so that the issue does not get worse and require more resources in the future.

Councilman Ammons asked if there are a percentage of CDBG funds required by HUD to be used for student homelessness. Mr. Townsend explained that there is no percentage required by HUD. It is more about what the City identifies what the needs are and shows some linkage between activities and those needs. Student homelessness has not been identified as a need and that is the problem. When the City prioritizes certain needs, it needs to show HUD that the City is doing something to meet those needs. He mentioned that his letter to HUD would make HUD aware that the City is not using federal funds towards student homelessness. He pointed out that he was not trying to do anything other than make sure that the City addresses student homelessness. He said it all started when a young lady came up to him and told him that she and her dad live in a truck and go to a hotel to wash in the morning. He expected the City to act after receiving the resolution from the school board, but the City did not and that is why he is here. However, after Councilman Jakobsson made a comment that Council has not received the resolution, he apologized.

Ms. Tyler assured the Council that addressing homelessness and all its forms in Urbana and Champaign County is a prominent priority in the Consolidated Plan. The City is now in the fourth out of five years on that plan so it has been a priority as it was in the prior plans. It is in very strict formats that are required for the Consolidated Plan. It is not an application. It is called an Annual Action Plan pursuant to the Consolidated Plan where the City presents to the public and to the City Council the plan for how to fund all the different programs for CDBG and HOME funds that reflects the priorities in the Consolidated Plan. One of the goals includes youth homelessness. There was a 30-day comment period and the City had several public hearings. The Community Development Commission reviewed the draft. The City had a very strict deadline from HUD in May to submit that. When Mr. Townsend talked to her, it was a few weeks after the City submitted the plan to HUD and it was past the public review period.

Ms. Tyler pointed out that homelessness is a priority and the wording can be changed if necessary. She will also look into the resolution from the School Board and see how it impacted the City. She recommended Mr. Townsend to attend the meetings of Continuum of Care. Mr. Townsend said that he understood the purpose of the public meetings, but that should not stop someone like him to come to Council and present different issues. He pointed out the resolution from the School Board that the Council had not seen. He said that it was important to inform Council on issues like this, so they can be more aware of what is going on.

Councilman Jakobson mentioned about the *McKinney-Vento Act* and said that it appeared that this law requires homeless students to be identified. Students need to be not just counted but personally identified. He suggested that it would be helpful if the City's attorney could do some research. Ms. Tyler said that there is a funnel system in place. The City gets the money and has a plan that funnels out to the programs presented on the Council. There are activities and there are reports that are provided at monthly meeting so there is certainly more opportunity to find out more and get more involved. There is a system locally that deals with this issue.

Mr. Townsend said that there used to be no system. There is a system in place now, but it just misses student homelessness. He said that student homelessness is not mentioned anywhere in the Consolidated Plan and the same thing happened in Champaign. He pointed out to House Bill 261 which was passed in the Illinois House of Representatives and is now over in the Senate for second reading. He said that student homelessness is not specifically addressed. He said that someone from the school district will be coming over or calling the City about the resolution at 8:30 the next day. He said he did not want the issue to continue and grow into a community problem. The City is doing wonderful things with gun violence and all the other things, but not with student homelessness.

Councilman Roberts acknowledged the issue that Mr. Townsend has brought up. However, the City would need to do some research before coming up with an appropriate response. The City is going to look into the resolution from the School Board and find out exactly what it said. He said that the City typically addresses adult homelessness because adults are the ones who rent or purchase properties. They are responsible for their children. By addressing adult homelessness, the City also addresses student homelessness. Mr. Townsend said that it is important to address this issue as more people are moving in the community.

Councilman Ammons pointed to an article on the News Gazette on October 12, 2016 regarding the resolution from the School Board. The article says that the Champaign School Board discussed the possibility of signing a joint resolution with a banner to ask the Housing Authority of Champaign County to form a community committee to study homelessness. Both boards will vote on the resolution at their second meeting of the month October 18<sup>th</sup>, 2016 for Urbana and October 24<sup>th</sup>, 2016 for Champaign. He suggested that it is the timeframe to look for the resolution. Councilman Hazen asked staff to do some research about the size of the problem. Councilman Ammons said that in the article, 242 students in Champaign were considered homeless and 191 students were considered homeless in Urbana.

<https://www.youtube.com/watch?v=ulQ4qvXmKpM>

## Grantee Unique Appendices

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

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

#### ***Recapture Provisions***

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

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

#### **Affordability Requirements for the HOME Program**

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

The Recapture Provisions are as follows:

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

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

### **Resale Provisions**

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

**Affordability Requirements for the HOME Program**

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

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



The Resale Provisions are as follows:

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

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

# Grantee SF-424's and Certification(s)

APPLICATION FOR FEDERAL ASSISTANCE		OMB Approved No. 3076-0066		Version 7/03	
1. TYPE OF SUBMISSION: Application		2. DATE SUBMITTED		Applicant Identifier	
Pre-application		3. DATE RECEIVED BY STATE		State Application Identifier	
Construction		4. DATE RECEIVED BY FEDERAL AGENCY		Federal Identifier	
Non-Construction					
5. APPLICANT INFORMATION					
Legal Name:			Organizational Unit:		
City of Urbana			Department:		
Organizational DUNS:			Community Development Services		
111969957 (City of Urbana); 138435502 (Urbana HOME Consortium)			Division:		
Address:			Name and telephone number of person to be contacted on matters involving this application (give area code)		
Street:			Prefix:		
400 South Vine Street			Ms.		
City:			First Name:		
Urbana			Kely		
County:			Middle Name:		
Champaign			Hartford		
State:			Last Name:		
IL			Mickowski		
Zip Code:			Suffix:		
61801					
Country:			Email:		
USA			krmickowski@urbana.il.us		
6. EMPLOYER IDENTIFICATION NUMBER (EIN):			Phone Number (give area code):		Fax Number (give area code):
3 7 1 8 0 1 0 5 2 4			217-384-2441		217-384-2367
8. TYPE OF APPLICATION:			7. TYPE OF APPLICANT: (See back of form for Application Types)		
New <input type="checkbox"/> Continuation <input checked="" type="checkbox"/> Revision <input type="checkbox"/>			Municipality		
If Revision, enter appropriate letter(s) in box(es) (See back of form for description of letters.)			Other (specify):		
Other (specify):			HOME Consortium & CDBG Entitlement		
10. CATALOG OF FEDERAL DOMESTIC ASSISTANCE NUMBER:			8. NAME OF FEDERAL AGENCY:		
TITLE (Name of Program):			Dept. of Housing and Urban Development		
CDBG (14.218) & HOME (14.239)			11. DESCRIPTIVE TITLE OF APPLICANT'S PROJECT:		
12. AREAS AFFECTED BY PROJECT (Cities, Counties, States, etc.):			CDBG & HOME Programs		
Urbana (CDBG & HOME); Champaign (HOME); Champaign County (HOME)					
13. PROPOSED PROJECT			14. CONGRESSIONAL DISTRICTS OF:		
Start Date:			a. Applicant		
7/1/2017			IL-15		
Ending Date:			b. Project		
8/30/2018			IL-15		
15. ESTIMATED FUNDING:			16. IS APPLICATION SUBJECT TO REVIEW BY STATE EXECUTIVE ORDER 12372 PROCESS?		
a. Federal			a. Yes <input type="checkbox"/> THIS PREAPPLICATION/APPLICATION WAS MADE AVAILABLE TO THE STATE EXECUTIVE ORDER 12372 PROCESS FOR REVIEW ON		
CDBG & HOME \$ 891,809			DATE:		
b. Applicant			b. No <input checked="" type="checkbox"/> PROGRAM IS NOT COVERED BY E. C. 12372		
c. State			<input type="checkbox"/> OR PROGRAM HAS NOT BEEN SELECTED BY STATE FOR REVIEW		
d. Local			17. IS THE APPLICANT DELINQUENT ON ANY FEDERAL DEBT?		
e. Other			<input checked="" type="checkbox"/> Yes If "Yes" attach an explanation. <input type="checkbox"/> No		
f. Program Income					
g. TOTAL \$ 891,809					
18. TO THE BEST OF MY KNOWLEDGE AND BELIEF, ALL DATA IN THIS APPLICATION/PREAPPLICATION ARE TRUE AND CORRECT. THE DOCUMENT HAS BEEN DULY AUTHORIZED BY THE GOVERNING BODY OF THE APPLICANT AND THE APPLICANT WILL COMPLY WITH THE ATTACHED ASSURANCES IF THE ASSISTANCE IS AWARDED.					
a. Authorized Representative					
Prefix:		First Name:		Middle Name:	
Ms.		Diane		Wolfe	
Last Name:		Suffix:			
Marlin					
b. Title:		c. Telephone Number (give area code):		d. Date Signed:	
Mayor, City of Urbana		(217-384-)		7.5.17	
c. Signature of Authorized Representative:		e. Date Signed:			
Diane Wolfe Marlin					
Previous Edition Usable					
Authorized for Local Reproduction					
Standard Form 424 (Rev. 9 2003) Prescribed by OMB Circular A-102					



## CPMP Non-State Grantee Certifications

<input type="checkbox"/> This certification does not apply.
<input checked="" type="checkbox"/> This certification is applicable.

### NON-STATE GOVERNMENT CERTIFICATIONS

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

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

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

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

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

**City of Urbana & Urbana HOME Consortium**

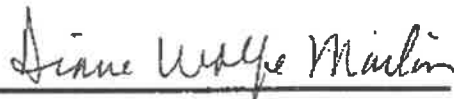
**Anti-Lobbying -- To the best of the jurisdiction's knowledge and belief:**

8. No Federal appropriated funds have been paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;
9. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, it will complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions; and
10. It will require that the language of paragraph 1 and 2 of this anti-lobbying certification be included in the award documents for all sub-awards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

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

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

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



07/05/2017

Signature/Authorized Official

Date

Diane Wolfe Martin

Name

Mayor

Title

400 S. Vine St.

Address

Urbana IL 61801

City/State/Zip

(217) 384-2456

Telephone Number

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

### Specific CDBG Certifications

The Entitlement Community certifies that:

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

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

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

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

11. **Maximum Feasible Priority** - With respect to activities expected to be assisted with CDBG funds, it certifies that it has developed its Action Plan so as to give maximum feasible priority to activities which benefit low and moderate income families or aid in the prevention or elimination of slums or blight. The Action Plan may also include activities which the grantee certifies are designed to meet other community development needs having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community, and other financial resources are not available);
12. **Overall Benefit** - The aggregate use of CDBG funds including section 108 guaranteed loans during program year(s), **FY 2014-2015** (a period specified by the grantee consisting of one, two, or three specific consecutive program years), shall principally benefit persons of low and moderate income in a manner that ensures that at least 70 percent of the amount is expended for activities that benefit such persons during the designated period;
13. **Special Assessments** - It will not attempt to recover any capital costs of public improvements assisted with CDBG funds including Section 108 non guaranteed funds by assessing any amount against properties owned and occupied by persons of low and moderate income, including any fee charged or assessment made as a condition of obtaining access to such public improvements.

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

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

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

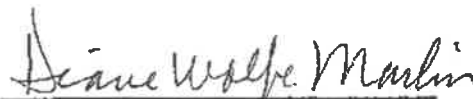
14. A policy prohibiting the use of excessive force by law enforcement agencies within its jurisdiction against any individuals engaged in non-violent civil rights demonstrations; and
15. A policy of enforcing applicable State and local laws against physically barring entrance to or exit from a facility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

City of Urbana & Urbana HOME Consortium

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

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

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



07/05/2017

Signature/Authorized Official

Date

Diane Wolfe Marlin

Name

Mayor

Title

400 S. Vine St.

Address

Urbana IL 61801

City/State/Zip

(217) 384-2456

Telephone Number

☒ This certification does not apply.  
☐ This certification is applicable.

**OPTIONAL CERTIFICATION  
CDBG**

Submit the following certification only when one or more of the activities in the action plan are designed to meet other community development needs having a particular urgency as specified in 24 CFR 57D.208(c):

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

\_\_\_\_\_  
Signature/Authorized Official

\_\_\_\_\_  
Date

\_\_\_\_\_  
Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Address

\_\_\_\_\_  
City/State/Zip

\_\_\_\_\_  
Telephone Number



City of Urbana & Urbana HOME Consortium

☐ This certification does not apply.  
☒ This certification is applicable.

**Specific HOME Certifications**

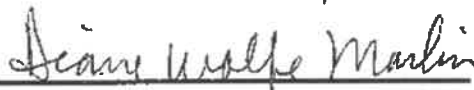
The HOME participating jurisdiction certifies that:

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

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

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

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



07/05/2017

Signature/Authorized Official

Date

Diane Wolfe Marlin

Name

Mayor

Title

400 S. Vine St.

Address

Urbana IL 61801

City/State/Zip

(217) 384-2456

Telephone Number

☒ This certification does not apply.  
☐ This certification is applicable.

### HOPWA Certifications

The HOPWA grantee certifies that:

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

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

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

\_\_\_\_\_  
Signature/Authorized Official

\_\_\_\_\_  
Date

\_\_\_\_\_  
Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Address

\_\_\_\_\_  
City/State/Zip

\_\_\_\_\_  
Telephone Number

<input checked="checked" type="checkbox"/> This certification does not apply.
<input type="checkbox"/> This certification is applicable.

#### ESG Certifications

I, \_\_\_\_\_, Chief Executive Officer of City of Urbana, certify that the local government will ensure the provision of the matching supplemental funds required by the regulation at 24 CFR 576.51. I have attached to this certification a description of the sources and amounts of such supplemental funds.

I further certify that the local government will comply with:

1. The requirements of 24 CFR 576.53 concerning the continued use of buildings for which Emergency Shelter Grants are used for rehabilitation or conversion of buildings for use as emergency shelters for the homeless; or when funds are used solely for operating costs or essential services.
2. The building standards requirement of 24 CFR 576.55.
3. The requirements of 24 CFR 576.56, concerning assurances on services and other assistance to the homeless.
4. The requirements of 24 CFR 576.57, other appropriate provisions of 24 CFR Part 576, and other applicable federal laws concerning nondiscrimination and equal opportunity.
5. The requirements of 24 CFR 576.59(b) concerning the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970.
6. The requirement of 24 CFR 576.59 concerning minimizing the displacement of persons as a result of a project assisted with these funds.
7. The requirements of 24 CFR Part 24 concerning the Drug Free Workplace Act of 1988.
8. The requirements of 24 CFR 576.56(a) and 576.65(b) that grantees develop and implement procedures to ensure the confidentiality of records pertaining to any individual provided family violence prevention or treatment services under any project assisted with ESG funds and that the address or location of any family violence shelter project will not be made public, except with written authorization of the person or persons responsible for the operation of such shelter.
9. The requirement that recipients involve themselves, to the maximum extent practicable and where appropriate, homeless individuals and families in policymaking, renovating, maintaining, and operating facilities assisted under the ESG program, and in providing services for occupants of these facilities as provided by 24 CFR 76.56.

10. The requirements of 24 CFR 576.57(e) dealing with the provisions of, and regulations and procedures applicable with respect to the environmental review responsibilities under the National Environmental Policy Act of 1969 and related authorities as specified in 24 CFR Part 58.
11. The requirements of 24 CFR 576.21(a)(4) providing that the funding of homeless prevention activities for families that have received eviction notices or notices of termination of utility services will meet the requirements that: (A) the inability of the family to make the required payments must be the result of a sudden reduction in income; (B) the assistance must be necessary to avoid eviction of the family or termination of the services to the family; (C) there must be a reasonable prospect that the family will be able to resume payments within a reasonable period of time; and (D) the assistance must not supplant funding for preexisting homeless prevention activities from any other source.
12. The new requirement of the McKinney-Vento Act (42 USC 11362) to develop and implement, to the maximum extent practicable and where appropriate, policies and protocols for the discharge of persons from publicly funded institutions or systems of care (such as health care facilities, foster care or other youth facilities, or correction programs and institutions) in order to prevent such discharge from immediately resulting in homelessness for such persons. I further understand that state and local governments are primarily responsible for the care of these individuals, and that ESG funds are not to be used to assist such persons in place of state and local resources.
13. HUD's standards for participation in a local Homeless Management Information System (HMIS) and the collection and reporting of client-level information.

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

Signature/Authorized Official

Date

Name

Title

Address

City/State/Zip

Telephone Number

☐ This certification does not apply.  
☒ This certification is applicable.

## APPENDIX TO CERTIFICATIONS

### Instructions Concerning Lobbying and Drug-Free Workplace Requirements

#### Lobbying Certification

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

#### Drug-Free Workplace Certification

1. By signing and/or submitting this application or grant agreement, the grantee is providing the certification.
2. The certification is a material representation of fact upon which reliance is placed when the agency awards the grant. If it is later determined that the grantee knowingly rendered a false certification, or otherwise violates the requirements of the Drug-Free Workplace Act, HUD, in addition to any other remedies available to the Federal Government, may take action authorized under the Drug-Free Workplace Act.
3. Workplaces under grants, for grantees other than individuals, need not be identified on the certification. If known, they may be identified in the grant application. If the grantee does not identify the workplaces at the time of application, or upon award, if there is no application, the grantee must keep the identity of the workplace(s) on file in its office and make the information available for Federal inspection. Failure to identify all known workplaces constitutes a violation of the grantee's drug-free workplace requirements.
4. Workplace identifications must include the actual address of buildings (or parts of buildings) or other sites where work under the grant takes place. Categorical descriptions may be used (e.g., all vehicles of a mass transit authority or State highway department while in operation, State employees in each local unemployment office, performers in concert halls or radio stations).
5. If the workplace identified to the agency changes during the performance of the grant, the grantee shall inform the agency of the change(s), if it previously identified the workplaces in question (see paragraph three).
6. The grantee may insert in the space provided below the site(s) for the performance of work done in connection with the specific grant: Place of Performance (Street address, city, county, state, zip code) Check if there are workplaces on file that are not identified here. The certification with regard to the drug-free workplace is required by 24 CFR Part 21.

Place Name	Street	City	County	State	Zip
City of Urbana	400 S. Vine St.	Urbana	Champaign	IL	61801
City of Champaign	102 N. Neil St.	Champaign	Champaign	IL	61820
Champaign Co. Regional Planning Commission	1776 E. Washington St.	Urbana	Champaign	IL	61802
Habitat for Humanity	P.O. Box 1162	Champaign	Champaign	IL	61824
Courage Connection	1302 E. Main St.	Urbana	Champaign	IL	61801
Urbana Neighborhood Connection Center	1401 E. Main St.	Urbana	Champaign	IL	61801

7. Definitions of terms in the Non-procurement Suspension and Debarment common rule and Drug-Free Workplace common rule apply to this certification. Grantees' attention is called, in particular, to the following definitions from these rules: "Controlled substance" means a controlled substance in Schedules I through V of the Controlled Substances Act (21 U.S.C. 812) and as further defined by regulation (21 CFR 1308.11 through 1308.13); "Conviction" means a finding of guilt (including a plea of *nolo contendere*) or imposition of sentence, or both, by any judicial body charged with the responsibility to determine violations of the Federal or State criminal drug statutes; "Criminal drug statute" means a Federal or non-Federal criminal statute involving the manufacture, distribution, dispensing, use, or possession of any controlled substance; "Employee" means the employee of a grantee directly engaged in the performance of work under a grant, including:

City of Urbana & Urbana HOME Consortium

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

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

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

*Diane Wolfe Marlin*

06/26/2017

Signature/Authorized Official

Date

Diane Wolfe Marlin

Name

Mayor

Title

400 S. Vine St.

Address

Urbana IL 61801

City/State/Zip

(217) 384-2456

Telephone Number



City of Urbana  
400 South Vine Street  
Urbana, IL 61801

## CLERK'S CERTIFICATE

STATE OF ILLINOIS     )  
                              )     SS  
COUNTY OF CHAMPAIGN )

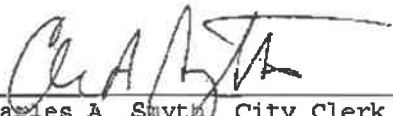
I, Charles A. Smyth, City Clerk of the City of Urbana, Illinois, and keeper of the records, files and seal of said City, do hereby certify that the foregoing is a true and exact copy of a resolution entitled:

**"A RESOLUTION APPROVING THE CITY OF URBANA  
AND URBANA HOME CONSORTIUM FY 2017-2018 ANNUAL ACTION PLAN" (Res.  
No. 2017-04-024R)**

adopted by the City Council of the City of Urbana, Illinois, on the 1<sup>st</sup> day of May, AD, 2017, as it appears in the records and files in my office remaining.

Given under my hand and seal of said City of Urbana, Illinois, this 3<sup>rd</sup> day of May, AD, 2017.



  
Charles A. Smyth City Clerk



*Home of the University of Illinois*

[www.urbanaindinois.us](http://www.urbanaindinois.us)

Annual Action Plan  
2017

87

Passed: May 01, 2017  
Signed: May 03, 2017

RESOLUTION NO. 2017-04-024R

**A RESOLUTION APPROVING THE CITY OF URBANA  
AND URBANA HOME CONSORTIUM FY 2017-2018 ANNUAL ACTION PLAN**

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

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

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

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

WHEREAS, the Urbana Community Development Commission, assisted by Urbana Community Development Services staff, has prepared the City of Urbana

Page 1 of 3



and Urbana HOME Consortium Annual Action Plan FY 2017-2018(hereinafter the "Annual Action Plan"); and

WHEREAS, on December 23, 2016, a notice was published on the City of Urbana website describing the Annual Action Plan, requesting public input, and announcing public hearings which were held on January 9, 2017, January 10, 2017, January 11, 2017, and January 12, 2017 regarding the Annual Action Plan; and

WHEREAS, on March 10, 2017, a notice was published on the City of Urbana website describing the Annual Action Plan; announcing a public review period beginning March 27, 2017 and ending April 25, 2017 during which members of the public are able to view a Draft Annual Action Plan and provide input; and

WHEREAS, the Community Development Commission held a public hearing on the Annual Action Plan on March 28, 2017, at the Urbana City Building, 400 South Vine Street, Urbana, Illinois; and

WHEREAS, at its April 25, 2017 meeting, the Urbana Community Development Commission recommended adoption of the Annual Action Plan by the Urbana City Council.

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

Section 1. That the City of Urbana and Urbana HOME Consortium Annual Action Plan FY 2017-2018, in substantially the form as attached hereto and incorporated herein by reference, is hereby approved.

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

Section 3. That upon review and comment by the Urbana Community Development Commission, the Mayor is hereby designated to execute subgrantee

agreements for the following programs and activities identified in said Annual Action Plan.

- Public Service Activities under the Consolidated Social Service Funding Program

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

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

PASSED BY THE CITY COUNCIL this 1<sup>st</sup> day of May, 2017.

AYES: Ammons, Brown, Jakobsson, Madigan, Marlin, Roberts, Smyth

NAYS:

ABSTAINED:

APPROVED BY THE MAYOR this 3<sup>rd</sup> day of

  
Charles A. Smyth  
Mayor  
Diane Wolfe Marlin  
Diane Wolfe Marlin