



Notice of Public Hearing

The City of Urbana and Urbana HOME Consortium (comprised of the City of Urbana, the City of Champaign, and Champaign County Regional Planning Commission) are working to develop the 2022/2023 Consolidated Annual Performance and Evaluation Report (CAPER). The CAPER is a report outlining progress made towards goals listed in the 2022-2023 Annual Action Plan. A public hearing will be held on Tuesday, August 22 2023 at 6:00 pm, prior to the regular meeting of the Community Development Committee. Input can be made, in person at the meeting or by sending an email to grants@urbanaininois.us.



DATE: Tuesday, August 22, 2023
TIME: 6:00 pm
PLACE: 400 South Vine Street, Urbana, IL

NOTICE OF PUBLIC HEARING OF THE URBANA COMMUNITY DEVELOPMENT COMMISSION

Notice is hereby given that the Community Development Commission of the City of Urbana, Champaign County, Illinois will hold a Public Hearing on Tuesday, August 22, 2023 at its regular meeting at 6:00 pm, at the City Council Chambers, 400 South Vine Street, Urbana, Illinois. The City of Urbana and Urbana HOME Consortium (comprised of the City of Urbana, the City of Champaign, and Champaign County Regional Planning Commission) are working to develop the 2022/2023 Consolidated Annual Performance and Evaluation Report (CAPER). The CAPER is a report outlining progress made towards goals listed in the 2022-2023 Annual Action Plan.

Persons with disabilities needing services for this hearing should contact Grants Management Division at (217) 384-2447 (TDD 384-2360), or the City's Americans With Disabilities Act Coordinator at (217) 384-2466.

Written comments can be submitted to the City of Urbana, Grants Management Division, 400 S. Vine St., Urbana, IL 61801 or by e-mail to grants@urbanaillinois.us before the close of business, Monday, August 21, 2023

AGENDA

- I. CALL TO ORDER AND ROLL CALL
- II. PUBLIC INPUT
- III. ADJOURNMENT

Phyllis D. Clark
City Clerk

All City meetings are broadcast on Urbana Public Television and live-streamed on the web. Details on how to watch are found on the UPTV webpage located at <https://urbanaillinois.us/uptv>.



Community Development Commission

DATE: Tuesday, August 22, 2023

TIME: 6:00 P.M.

PLACE: City Council Chambers

400 S. Vine St.

Urbana, IL 61801

A G E N D A

- 1. Call to Order and Roll Call**
- 2. Approval of Minutes of Previous Meeting**
 - a. April 25, 2023 Regular Meeting
- 3. Additions To The Agenda**
- 4. Public Input**
- 5. Presentations**
 - a. Staff Report
- 6. Unfinished Business**
- 7. New Business**
 - a. **CAPER**
- 8. Adjournment**



DEPARTMENT OF COMMUNITY DEVELOPMENT SERVICES

GRANTS MANAGEMENT DIVISION

TO: Community Development Commission Members
FROM: Breaden Belcher, Interim Grants Division Manager
DATE: August 22, 2023
SUBJECT: Staff Briefing

Department of Housing and Urban Development (HUD) Activity

- CAPER Report

Other Grants Management Division Activities

- Staffing updates



CONSOLIDATED ANNUAL PERFORMANCE AND EVALUATION REPORT (CAPER)

**CITY OF URBANA AND
URBANA HOME CONSORTIUM**
JULY 1, 2022 – JUNE 30, 2023

A Report of Activities Undertaken by the City of Urbana and
The Urbana/Champaign/Champaign County HOME Consortium
Through the Community Development Block Grant, and
The HOME Investment Partnership Grant
During the Year Ending June 30, 2023

Prepared by:
City of Urbana
Grants Management Division
Draft : August 21, 2023

CR-05 - Goals and Outcomes

Progress the jurisdiction has made in carrying out its strategic plan and its action plan. 91.520(a)

This could be an overview that includes major initiatives and highlights that were proposed and executed throughout the program year.

The City of Urbana and Urbana HOME Consortium made significant progress toward many of the goals set out in the 5-year Consolidated Plan, and 2022-2023 Annual Action Plan. CDBG funds supported a wide-range of projects including the City's Housing Rehabilitation Program, infrastructure improvements in low-income areas, a neighborhood cleanup event, and grants to local non-profits and service providers. HOME funds committed to Courage Connection and Champaign County Regional Planning Commission have resulted in Tenant-Based Rental Assistance (TBRA) to thirty six (36) households in need of affordable rental housing. The Urbana HOME Consortium continues to provide funding to Habitat for Humanity and First Followers to support their affordable housing programs.

In the 2022-2023 fiscal year, CDBG funds committed to the City of Urbana resulted in twenty five (25) owner-occupied housing units being rehabilitated through the City's Emergency/Access Grant Program and Senior Repair Program. Residents served through these programs were verified to be low-income, and resided primarily in the City's Community Development Target Areas. The City also committed CDBG funds to Urbana Neighborhood Connections Center through the Youth Services Grant Program. UNCC's programs provided after-school educational and recreational programming to thirty nine (39) low-income Urbana youth. Additionally, CDBG funds supported three formerly homeless Urbana with housing and case management through the Transitional Housing Program.

Another major initiative undertaken by the Grants Management Division was a sidewalk improvement project. This project utilized CDBG funds to expand and improve sidewalk quality and accessibility in targeted neighborhoods. Minor infrastructure repairs such as sidewalk improvements are regularly requested by Urbana residents during the public input process. The City will continue to invest CDBG funds into minor infrastructure projects in targeted neighborhoods in the future.

Comparison of the proposed versus actual outcomes for each outcome measure submitted with the consolidated plan and explain, if applicable, why progress was not made toward meeting goals and objectives. 91.520(g)

Categories, priority levels, funding sources and amounts, outcomes/objectives, goal outcome indicators, units of measure, targets, actual outcomes/outputs, and percentage completed for each of the grantee's program year goals.

Goal	Category	Source / Amount	Indicator	Unit of Measure	Expected – Strategic Plan	Actual – Strategic Plan	Percent Complete	Expected – Program Year	Actual – Program Year	Percent Complete
Address Barriers to Affordable Housing	Affordable Housing Non-Housing Community Development	HOME: \$94,658	Tenant-based rental assistance / Rapid Rehousing	Households Assisted	10	122	1,220.00%	10	36	360.00%
Coordinate with Housing Authority	Affordable Housing Public Housing	HOME: \$295,110	Rental units constructed	Household Housing Unit	75	0	0.00%	30	0	0.00%
Coordinate with Housing Authority	Affordable Housing Public Housing	HOME: \$295,110	Rental units rehabilitated	Household Housing Unit	10	26	260.00%	60	2	3.33%
Preserve Consortium Neighborhoods	Non-Housing Community Development	CDBG: \$500,000	Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit	Households Assisted	100	47435	47,435.00%	25	150	600.00%

Preserve Consortium Neighborhoods	Non-Housing Community Development	CDBG: \$25,000	Buildings Demolished	Buildings	6	0	0.00%	2	0	0.00%
Preserve Existing Affordable Housing Supply	Affordable Housing	CDBG: \$110,000	Homeowner Housing Rehabilitated	Household Housing Unit	10	54	540.00%	5	26	520.00%
Provide decent affordable housing opportunities	Affordable Housing	CDBG: \$0	Public service activities for Low/Moderate Income Housing Benefit	Households Assisted	25	306	1,224.00%	0	0	0.00%
Provide decent affordable housing opportunities	Affordable Housing	CDBG: \$0 HOME: \$0	Rental units constructed	Household Housing Unit	8	0	0.00%	0	0	0.00%
Provide decent affordable housing opportunities	Affordable Housing	HOME: \$30,000	Rental units rehabilitated	Household Housing Unit	5	4	80.00%	2	4	200.00%
Provide decent affordable housing opportunities	Affordable Housing	HOME: \$109,500	Homeowner Housing Added	Household Housing Unit	0	4	0.00%	4	0	0.00%
Provide decent affordable housing opportunities	Affordable Housing	CDBG: \$110,000	Homeowner Housing Rehabilitated	Household Housing Unit	40	50	125.00%	3	26	866.67%

Provide decent affordable housing opportunities	Affordable Housing	CDBG: \$0 HOME: \$0	Direct Financial Assistance to Homebuyers	Households Assisted	10	2	20.00%	10	0	0.00%
Provide decent affordable housing opportunities	Affordable Housing	CDBG: \$0 HOME: \$0	Tenant-based rental assistance / Rapid Rehousing	Households Assisted	50	122	244.00%	0	0	0.00%
Provide decent affordable housing opportunities	Affordable Housing	CDBG: \$0 HOME: \$0	Businesses assisted	Businesses Assisted	2	29	1,450.00%	0	0	0.00%
Provide decent affordable housing opportunities	Affordable Housing	CDBG: \$25,000	Buildings Demolished	Buildings	4	0	0.00%	2	0	0.00%
Provide decent affordable housing opportunities	Affordable Housing	CDBG: \$25,000	Housing Code Enforcement/Foreclosed Property Care	Household Housing Unit	0	3839	N/A	150	250	166.67%
Reduce Lead Exposure Risk	Lead Based Paint Hazard Removal	CDBG: \$110,000	Homeowner Housing Rehabilitated	Household Housing Unit	25	36	144.00%	5	26	520.00%
Support Homeless Needs	Homeless Non-Housing Community Development	HOME: \$97,543	Tenant-based rental assistance / Rapid Rehousing	Households Assisted	10	122	1,220.00%	10	36	360.00%
Support Infrastructure Improvements	Non-Housing Community Development	CDBG: \$500,000	Public Facility or Infrastructure Activities	Households Assisted	400	12815	3,203.75%	25	150	600.00%

			for Low/Moderate Income Housing Benefit							
Support Services & Training for Low-Income Persons	Non- Homeless Special Needs Non-Housing Community Development	CDBG: \$50,000	Public service activities for Low/Moderate Income Housing Benefit	Households Assisted	50	284	568.00%	10	254	2,540.00%
Support Services & Training for Low-Income Persons	Non- Homeless Special Needs Non-Housing Community Development	CDBG: \$25,000	Overnight/Emergency Shelter/Transitional Housing Beds added	Beds	15	9	60.00%	9	9	100.00%

Table 1 - Accomplishments – Program Year & Strategic Plan to Date

Assess how the jurisdiction’s use of funds, particularly CDBG, addresses the priorities and specific objectives identified in the plan, giving special attention to the highest priority activities identified.

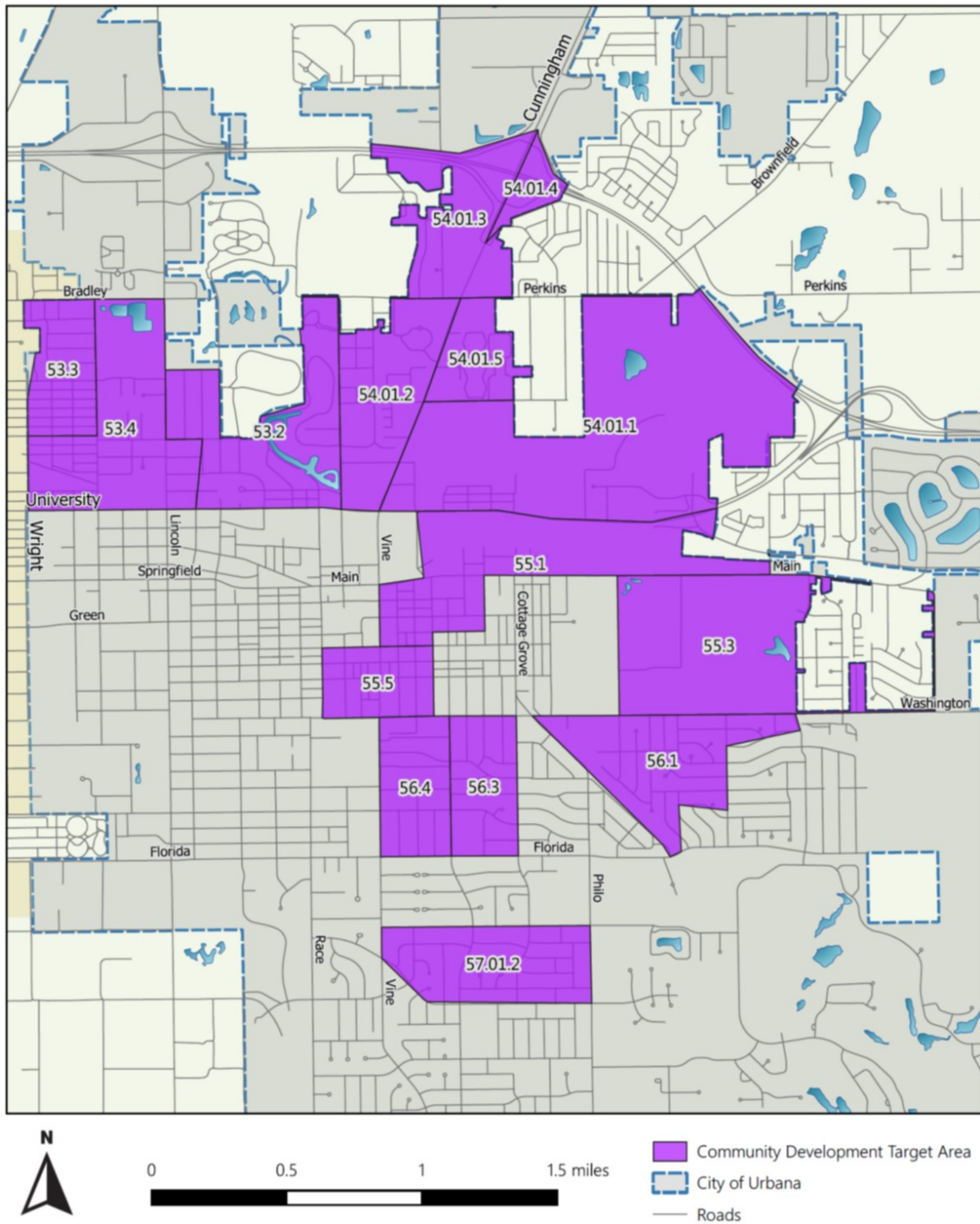
The City of Urbana’s Community Development Block Grant funds have been specifically targeted towards the priorities and objectives identified in the City of Urbana’s FY 2022-2023 Annual Action Plan to benefit low- and moderate-income residents. The first goal noted on the Plan under section AP-20 is to provide decent affordable housing opportunities. CDBG funds have been leveraged to advance this goal through rehabilitation of the homes of low-income owner-occupants and transitional housing rental units for homeless families. HOME funds are used throughout the Consortium geography to develop new homeownership units to sell to low-income homebuyers, while tenant-based rental assistance funds are used to ensure that households in need of funding assistance are able to maintain housing. The HOME funded whole-housing rehabilitation program also helps in this regard by bringing single-family houses that are owner occupied by low-income households, up

to code. The second goal noted on the Plan to preserve the existing affordable housing supply is also primarily advanced through the CDBG-and HOME funded housing rehabilitation activities.

City staff are members of the Executive Committee of the Champaign County Continuum of Service providers to the homeless, and also coordinate closely with the Housing Authority of Champaign County. The Mayors of Urbana and Champaign appoint Board members to the HACC Board of Commissioners. The City has supported the needs of individuals and households experiencing homelessness by operating transitional housing units using CDBG funds. Public service funding was committed to a variety of programs aimed at supporting the needs of low-income residents, including a neighborhood cleanup day event, as well as to Urbana Neighborhood Connections Center to support their after school programming for Urbana youth

CDBG funding were also allocated in the City 's capital improvements plan to be used toward infrastructure development in the Community Development target areas. Such improvements have been regularly requested in public input surveys conducted by City Staff.

Community Development Target Area



CR-10 - Racial and Ethnic composition of families assisted

Describe the families assisted (including the racial and ethnic status of families assisted).

91.520(a)

	CDBG	HOME
White	43	10
Black or African American	88	24
Asian	2	0
American Indian or American Native	11	3
Native Hawaiian or Other Pacific Islander	1	3
Total	145	40
Hispanic	2	1
Not Hispanic	143	39

Table 2 – Table of assistance to racial and ethnic populations by source of funds

Narrative

CDBG funds were consistently expended throughout the program year on rehabilitation projects, public service activities, neighborhood infrastructure projects, administration support, and project delivery. Assistance is provided to all eligible applicants. HOME funds were similarly expended to reimburse eligible costs related to new single-family home construction, rental rehabilitation, TBRA, administrative costs, and project delivery. All programs are offered based on location and need.

CR-15 - Resources and Investments 91.520(a)

Identify the resources made available

Source of Funds	Source	Resources Made Available	Amount Expended During Program Year
CDBG	public - federal	1,634,138	810,398
HOME	public - federal	1,985,599	543,236

Table 3 - Resources Made Available

Narrative

CDBG funds were expended on rehabilitation projects, public service activities, infrastructure projects, administration support, and project delivery. HOME funds were similarly expended to reimburse eligible costs related to new single-family home construction, rental rehabilitation, TBRA, and rehabilitation activities, as well as administrative costs and project delivery.

Adjustments were made to the CDBG "Resources made Available" line due to a larger than expected rollover amount from the previous fiscal year as shown in the attached PR 26 report. In addition, adjustments were made in "Amount Expended" lines for both CDBG and HOME since the final draws for the 2022-2023 fiscal year were made in August, 2023.

Identify the geographic distribution and location of investments

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description
Beardsley Park Neighborhood Improvement Plan Area			
Bristol Park Neighborhood Plan Area			
Census Tracts 53, 54,55,56, and 57	80		
Garden Hills United Neighborhood Association Action Plan			
Urbana Consortium-wide Area	100		

Table 4 – Identify the geographic distribution and location of investments

Narrative

The majority of the non-public service CDBG funds were expended on projects that met the area benefit national objective category through investment in the City's low/moderate-income Community Development Target Area, consisting of Census Tracts 53, 54, 55, and 56. A significant portion of the public service funds were also committed to projects in the Community Development Target Area, such as the neighborhood infrastructure activities, neighborhood clean-ups, and code enforcement.

Urbana's allocation of HOME funds are commonly expended in the target area as well, especially expenses related to the Whole House Rehabilitation Program, which specifies that applicant households must be located in the Community Development Target Area. A sizeable portion of the HOME CHDO funds expended on new construction of affordable housing are also invested in the target area. TBRA and other new construction funds are invested throughout the Consortium geography. CHDO rental rehabilitation funding was invested in targeted neighborhoods.

DRAFT

Leveraging

Explain how federal funds leveraged additional resources (private, state and local funds), including a description of how matching requirements were satisfied, as well as how any publicly owned land or property located within the jurisdiction that were used to address the needs identified in the plan.

The City of Urbana and Urbana HOME Consortium leverage federal funds in a variety of different ways. CDBG public service funds are used to supplement grants provided through the City of Urbana's Youth Services Grant program. In FY 2022-2023 \$75,000 in City General Funds, \$200,000 in State of Illinois funds, and \$25,000 in CDBG public service funding were provided to agencies to assist in youth programming and violence prevention activities.

The City of Champaign uses local funding on some acquisition-rehabilitation projects that are primarily HOME-funded, and also uses local funding to support affordable housing and community development initiatives. As a subrecipient of the Urbana HOME Consortium, Habitat for Humanity uses HOME entitlement and CHDO funds to leverage additional funding from the community.

All members of the Urbana HOME Consortium meet matching requirements through either cash match or match credit. Habitat for Humanity of Champaign County provided the Urbana HOME Consortium with a surplus of matching funds through contributions of non-Federal funds on each of their projects, volunteer hours, donated materials, and sweat equity from the homeowners towards match. Match is reported at the time construction is completed however, the date of contribution is the project starts.

Fiscal Year Summary – HOME Match	
1. Excess match from prior Federal fiscal year	5,848,737
2. Match contributed during current Federal fiscal year	510,270
3. Total match available for current Federal fiscal year (Line 1 plus Line 2)	6,359,007
4. Match liability for current Federal fiscal year	42,000
5. Excess match carried over to next Federal fiscal year (Line 3 minus Line 4)	6,317,007

Table 5 – Fiscal Year Summary - HOME Match Report

Match Contribution for the Federal Fiscal Year								
Project No. or Other ID	Date of Contribution	Cash (non-Federal sources)	Foregone Taxes, Fees, Charges	Appraised Land/Real Property	Required Infrastructure	Site Preparation, Construction Materials, Donated labor	Bond Financing	Total Match
1207 W Eads	11/01/2022	\$92,236	\$0	\$0	\$0	\$18,316	\$0	\$110,551
1308 W Dublin	12/21/2022	\$103,065	\$0	\$0	\$0	\$21,736	\$0	\$124,801
209 W Tremont	01/01/2023	\$124,066	\$0	\$0	\$0	\$19,372	\$0	\$143,438
812 E High	04/01/2023	\$111,733	\$0	\$0	\$0	\$19,747	\$0	\$131,480

Table 6 – Match Contribution for the Federal Fiscal Year

HOME MBE/WBE report

Program Income – Enter the program amounts for the reporting period				
Balance on hand at begin-ning of reporting period \$	Amount received during reporting period \$	Total amount expended during reporting period \$	Amount expended for TBRA \$	Balance on hand at end of reporting period \$
0	0	0	0	0

Table 7 – Program Income

Minority Business Enterprises and Women Business Enterprises – Indicate the number and dollar value of contracts for HOME projects completed during the reporting period						
	Total	Minority Business Enterprises				White Non-Hispanic
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	
Contracts						
Dollar Amount	\$106,569	\$0	\$7,840	\$9,190	\$23,735	\$65,804
Number	28	0	5	2	3	18
Sub-Contracts						
Number	0	0	0	0	0	0
Dollar Amount	0	0	0	0	0	0
	Total	Women Business Enterprises	Male			
Contracts						
Dollar Amount	\$106,569	0	\$106,569			
Number	28	0	28			
Sub-Contracts						
Number	0	0	0			
Dollar Amount	\$0	\$0	\$0			

Table 8 - Minority Business and Women Business Enterprises

Minority Owners of Rental Property – Indicate the number of HOME assisted rental property owners and the total amount of HOME funds in these rental properties assisted						
	Total	Minority Property Owners				White Non-Hispanic
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	
Number	0	0	0	0	0	0
Dollar Amount	\$0	\$0	\$0	\$0	\$0	\$0

Table 9 – Minority Owners of Rental Property

Relocation and Real Property Acquisition – Indicate the number of persons displaced, the cost of relocation payments, the number of parcels acquired, and the cost of acquisition						
Parcels Acquired		0		0		
Businesses Displaced		0		0		
Nonprofit Organizations Displaced		0		0		
Households Temporarily Relocated, not Displaced		0		0		
Households Displaced	Total	Minority Property Enterprises				White Non-Hispanic
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	
Number	0	0	0	0	0	0
Cost	\$0	\$0	\$0	\$0	\$0	\$0

Table 10 – Relocation and Real Property Acquisition

CR-20 - Affordable Housing 91.520(b)

Evaluation of the jurisdiction's progress in providing affordable housing, including the number and types of families served, the number of extremely low-income, low-income, moderate-income, and middle-income persons served.

	One-Year Goal	Actual
Number of Homeless households to be provided affordable housing units	0	0
Number of Non-Homeless households to be provided affordable housing units	75	97
Number of Special-Needs households to be provided affordable housing units	0	0
Total	75	97

Table 11 – Number of Households

	One-Year Goal	Actual
Number of households supported through Rental Assistance	10	15
Number of households supported through The Production of New Units	5	0
Number of households supported through Rehab of Existing Units	20	25
Number of households supported through Acquisition of Existing Units	0	0
Total	35	40

Table 12 – Number of Households Supported

Discuss the difference between goals and outcomes and problems encountered in meeting these goals.

Rent in Urbana continues to rise, following the national trend. Staff acknowledge the critical importance of supporting and sustaining high-quality affordable rental housing throughout the City. Despite seeing success in providing rental assistance through the Urbana HOME Consortium, the City's one-year goal of affordable rental construction was not met in 2022-2023. The City of Urbana worked with an affordable housing developer and the Housing Authority of Champaign County in order to apply for the Low-Income Housing Tax Credit program to support a development on city-owner property. However, the LIHTC application was unsuccessful this cycle, so the project did not move forward. However, the City did write three letters of support for other affordable housing projects in the community, at least one of which was successful. The City will continue to pursue financing options for future affordable rental developments. The City's one-year goal of supporting rental rehabilitation was not met in 2022-2023 because Staff decided to focus primarily on owner-occupied rehab projects.

Discuss how these outcomes will impact future annual action plans.

The planning process for future Annual Action Plans will incorporate special considerations in to ensure that the desired outcomes are achieved. Specifically, the City will continue to prioritize the development of permanently affordable housing develops in order to incese the stock of available units. In addition the expected number of housing units for homeless and special needs households will be adjusted in future Plans in order to reflect a realistic goal based on funding, staff, and community capacity.

Include the number of extremely low-income, low-income, and moderate-income persons served by each activity where information on income by family size is required to determine the eligibility of the activity.

Number of Households Served	CDBG Actual	HOME Actual
Extremely Low-income	27	31
Low-income	36	9
Moderate-income	25	0
Total	88	40

Table 13 – Number of Households Served

Narrative Information

Recent trends and prioritization patterns have played a significant role in the outcomes shown in this section. As such trends and preferences change to meet shifting needs, the result of CDBG and HOME investments will likely shift over time as well.

The City of Urbana is actively taking steps to alleviate housing needs experienced by Urbana residents. In 2022-2023, the City subgranted over \$100,000 in Emergency Solutions Grant funding to local service providers that are experiencing a funding gap, but are not eligible to receive direct federal funding on their own. By acting as a fiscal agent, the City has helped to provide much needed funding which has enabled agencies to build capacity.

The City of Urbana has also undertaken other actions to foster and maintain affordable housing, such as supporting developers in their application for Low-Income Housing Tax Credits for developments in Urbana, including the proposed development at Lincoln and Bradley.

CR-25 - Homeless and Other Special Needs 91.220(d, e); 91.320(d, e); 91.520(c)

Evaluate the jurisdiction's progress in meeting its specific objectives for reducing and ending homelessness through:

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

The City of Urbana collaborates closely with homeless service providers, other government agencies, non-profits, housing advocates, and the business community across Champaign County to assess and meet the needs of individuals and households experiencing homelessness. Staff from the City of Urbana serve on the Executive Committee of the IL-503 Continuum of Care, and are involved in planning the county-wide response to homelessness, and coordinating strategic funding decisions. In 2022-2023, the Continuum of Care partnered closely with United Way of Champaign County and other stakeholders to develop an analysis of current gaps in homeless services. The CoC also began the planning process for a 3-year strategic plan. Furthermore, the CoC, in close coordination with the City of Urbana Human Rights Officer and other partners, planned local workshops for tenants, landlords, and service providers on the State of Illinois' new Source of Income discrimination protections.

In the 2022-2023 fiscal year, the City of Urbana continued to support the work of housing providers through the administration of the Emergency Solutions Grant. This federal funding was granted to the City from the Illinois Department of Human Services, and the City acted as a pass-through to fund the programs operated by Cunningham Township Supervisor's Office. Approximately \$100,000 in ESG and ESG-CV funds were disbursed to Cunningham Township to support their Rapid Rehousing, Emergency Shelter, and Street Outreach programs. City of Urbana also worked closely with the CoC to plan and coordinate the 2023 Point in Time unsheltered count.

Addressing the emergency shelter and transitional housing needs of homeless persons

A total of 215 individuals were identified as homeless in Champaign County during the most recent Point-in-Time (PIT) count, an increase of 78 from the 137 individuals identified through the count in January 2022. The count was conducted by the IL-503 Continuum of Care on January 26, 2023. The number of individuals identified as unsheltered in Champaign County also increased this year, from 2 in 2022 to 9 in 2023. The 215 total individuals were identified from 153 households (in 2022, 98 households were identified). Of those individuals, 170 were sheltered in emergency shelters and 36 in transitional housing. There were 32 individuals identified as chronically homeless. There were 49 children identified in the count.

In order to address the emergency shelter and transitional housing needs of homeless individuals and families, City staff have continued their close partnerships with local service providers and non-profits to identify needs, gaps in services, and to strategize funding decisions to meet these needs. As a recipient of HOME ARP funding, the Urbana HOME Consortium developed an RFP process in order to fund local

service provider agencies. To date, over \$1,000,000 in HOME ARP dollars has been committed to fund supportive services, and the acquisition of non-congregate shelter.

In FY 2022-2023, the City of Urbana also continued to operate its transitional housing program. This program has provided housing and case management services to three (3) households consisting of nine (9) individuals. Referrals for this program come from partner service provider agencies, such as the Housing Authority of Champaign County, and the Champaign County Regional Planning Commission.

Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: likely to become homeless after 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); and, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs

The City of Urbana utilizes CDBG public service dollars, City General Funds, and other grant funding in order to address many of the upstream causes of homelessness. In 2022-2023, the City's Youth Services Grant Program provided funding to seven (7) non-profit agencies that provide a variety of supports to low-income families, such as crisis diversion, daycare, and after school educational and recreational programming. At the county-wide level, the Continuum of Care has continued to partner with health care and mental health providers, including the Champaign County Mental Health Board, to address gaps in services.

In addition, many subrecipients of HOME funds provide case management and housing assistance services. These subrecipients work with individuals who are either housing insecure or transitioning into homeownership to develop necessary self-sufficiency components in their HOME funded TBRA programs. The City of Urbana's Transitional Housing Program, through partner agencies, provides case management and a self-sufficiency component.

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

The CDBG funded City of Urbana Transitional Housing Program is specifically designed to leverage City-owned property and use it to house families working toward permanent housing and independent living. The City of Urbana and Urbana HOME Consortium members also work together with the Champaign County Continuum of Service Providers to the Homeless to ensure that the needs of homeless households in the Consortium geography are being met to the greatest extent possible. As

mentioned above, many subrecipients of HOME TBRA funds perform case management and work with individuals who may be formerly homeless, to develop necessary self-sufficiency skills.

DRAFT

CR-30 - Public Housing 91.220(h); 91.320(j)

Actions taken to address the needs of public housing

The City of Urbana has partnered with the Housing Authority of Champaign County on various housing developments, most recently with Brinshore and Highland Green developers. Highland Green consists of 33 housing units with 8 – 9 units set aside for veterans. The IL-503 CoC continues to work closely with the Housing Authority of Champaign County to ensure housing vouchers are utilized in an efficient manner. The CoC and Housing Authority also worked together to develop a series of workshops on the State of Illinois' Source of Income protections law that was passed in January, 2023.

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

The HACC Board meetings are always held publicly and are open for all to attend. Also the HACC Resident Advisory Board (RAB) provides the PHA and the residents with a forum for sharing information about the Agency's Annual Moving to Work Plan.

Actions taken to provide assistance to troubled PHAs

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

CR-35 - Other Actions 91.220(j)-(k); 91.320(i)-(j)

Actions taken 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. 91.220 (j); 91.320 (i)

Think Urbana is a program of the Urbana Enterprise Zone that provides financial incentives including property tax abatement and sales tax exemptions to eligible residential, commercial, and industrial construction within the Zone. The tax abatements can function to significantly lower the cost of new housing construction within the Urbana Enterprise Zone.

Actions taken to address obstacles to meeting underserved needs. 91.220(k); 91.320(j)

The City of Urbana has continued working with community stakeholders to address obstacles to meeting underserved needs. As recipients of HOME ARP funding, the City and Consortium have continued to collaborate with the IL-503 Continuum of Care to address the needs of individuals and households experiencing homelessness, and fill gaps in existing shelter and care services. The City has also successfully worked with Habitat for Humanity (Habitat), who received HOME funding from the Urbana HOME Consortium, to remove the barriers to affordable housing. Habitat works with families to purchase affordable housing by working with them to improve their credit and by offering down payment assistance. FirstFollowers was certified as a CHDO this past year and they created two affordable rental units.

Actions taken to reduce lead-based paint hazards. 91.220(k); 91.320(j)

The Grants Management Division of the City has continued to ensure compliance with Title X lead based paint regulations. The Grants Management Division staff is committed to meeting these obligations through the most cost-effective methods available. The City of Urbana is required to hold refresher courses at least once every three years, and one of the City's Housing Inspectors has become lead certified. The City of Urbana and other members of the Urbana HOME Consortium are aware of the latest lead-based paint requirements and best practices as promulgated by HUD and EPA. The City of Urbana remains interested in applying for such funding should it become available. All projects use lead-safe work practices and interim controls as stipulated by HUD according to the amount of funding invested.

Actions taken to reduce the number of poverty-level families. 91.220(k); 91.320(j)

The City of Urbana has adopted a multipronged approach the reducing poverty among families in our community. CDBG public service grants to address daycare needs, violence prevention, job training, and after school educational opportunities help families with children find opportunities in the community, while TBRA rental assistance provided through the HOME program help keep these families in their

homes. A subrecipient agreement was provided to FirstFollowers in order to provide individuals released from incarceration with assistance in finding housing, job training, and developing life skills. The City of Urbana and Urbana HOME Consortium work closely with the Housing Authority of Champaign County to ensure that affordable housing opportunities are made available within the Consortium geography. Subrecipients work with individuals who are either housing insecure or transitioning into homeownership to develop necessary self-sufficiency components in their HOME funded TBRA programs. The Consortium has also provided HOME ARP funds to support case management and service programming for individuals and households experiencing homelessness, as well as for one subrecipient to purchase a unit to be used as a non-congregate shelter.

Actions taken to develop institutional structure. 91.220(k); 91.320(j)

Urbana staff has worked 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 in the IL-503 Continuum of Care, the City of Urbana has played a role in developing programmatic improvements that will further the impact of these services in the community. Staff have also collaborated closely with United Way of Champaign County to develop strategies and structures to address issues facing low-income households across Champaign County. In addition, Staff presented information on housing needs and gaps at the monthly meeting of the Champaign County Metropolitan Intergovernmental Council. This conversation centered on the need to improve existing structures, and expand structures where needed.

Actions taken to enhance coordination between public and private housing and social service agencies. 91.220(k); 91.320(j)

City staff serve on the Executive Committee of the IL-503 CoC, which works closely with partners across Champaign County in order to improve the coordination among public and private housing providers, government agencies, and the business community. In 2022-2023, the City also served as an ESG pass-through entity, providing administrative support and guidance as needed to subrecipients. By supporting the various social service agencies, the City of Urbana has played a role in developing programmatic improvements that will further the impact of these services in the community.

Identify actions taken to overcome the effects of any impediments identified in the jurisdictions analysis of impediments to fair housing choice. 91.520(a)

Recommendations from the latest Analysis of Impediments of Fair Housing (AIFH) Choice was that 1) the City should work with Persons Assuming Control of their Environment (PACE) to create better cooperation between the landlords and realtors of the area. This cooperative relationship facilitates the housing process for persons with disabilities and ensures that the accessible housing units listing are as up-to-date as possible. The AIFH also recommends that the Grants Management Division work together with the Human Relations Commission and the Champaign Urbana Tenant Union to create a marketing strategy aimed at better educating community members of their rights as tenants and homeowners. The

Grants Management Division works closely with the Human Relations Office at the City of Urbana to establish a mutual understanding of recent fair housing complaints. The age of housing in the City of Urbana was cited as another impediment to fair housing due to the affordability issues created by upkeep for older homes, since maintenance is often deferred at times. Staff is working within the consortium to update the Analysis of Imediments to address fair housing needs. The City of Urbana and Urbana HOME Consortium remain committed to identifying and eliminating impediments to fair housing, and are working to update our AIFH based on new guidance.

DRAFT

CR-40 - Monitoring 91.220 and 91.230

Describe the standards and procedures used to monitor activities carried out in furtherance of the plan and used to ensure long-term compliance with requirements of the programs involved, including minority business outreach and the comprehensive planning requirements

Monitoring of CDBG and HOME subrecipients is undertaken on an annual basis. A desk monitoring of tenants was completed on Crystal View, Highland Green, and Douglass Square in winter of 2022. Habitat for Humanity, Champaign County Regional Planning Commission and FirstFollowers were also monitored in FY 2021-2022. No findings or concerns were noted. TBRA programs were evaluated in 2022. CHDO projects were monitored using the most recent checklists available on HUDEXchange as well as the HOME Program manual. Tenant Selection policies, income documentation, and leases were reviewed for Crystal View, Highland Green, and Douglass Square.

CDBG public service recipients are evaluated annually using a risk matrix in order to determine level of risk and the frequency of monitoring visits. In 2022-2023, Urbana Neighborhood Connections Center, which received CDBG public service funds, underwent a desk monitoring of financial and programmatic areas. No findings were identified.

Citizen Participation Plan 91.105(d); 91.115(d)

Describe the efforts to provide citizens with reasonable notice and an opportunity to comment on performance reports.

The 30-day public comment period for the FY2022-2023 CAPER begins on Monday, August 21st and ends on September 20th. A public hearing on the plan will be held during the City of Urbana Community Development Commission meeting on Tuesday, August 22nd. Copies of the draft CAPER are located on the City's website, and physical copies are located at the City Clerk's Office, Community Development front desk, and at the Urbana Free Library. A notice was placed on the city's website on August 21, 2023 announcing the availability of the plan. The Plan was also presented to Urbana City Council on August 28th. All comments received during this process will be incorporated into the final Plan.

CR-45 - CDBG 91.520(c)

Specify the nature of, and reasons for, any changes in the jurisdiction's program objectives and indications of how the jurisdiction would change its programs as a result of its experiences.

During the 2022-2023 year, there were no changes to the City of Urbana or Urbana HOME Consortium's program objectives. As a recipient of HOME ARP funding, the Consortium has continued to focus on providing support to individuals and households that are experiencing homelessness. This focus will remain an important piece of future Annual Action Plans.

Does this Jurisdiction have any open Brownfields Economic Development Initiative (BEDI) grants?

No

[BEDI grantees] Describe accomplishments and program outcomes during the last year.

N/A

CR-50 - HOME 24 CFR 91.520(d)

Include the results of on-site inspections of affordable rental housing assisted under the program to determine compliance with housing codes and other applicable regulations

Please list those projects that should have been inspected on-site this program year based upon the schedule in 24 CFR §92.504(d). Indicate which of these were inspected and a summary of issues that were detected during the inspection. For those that were not inspected, please indicate the reason and how you will remedy the situation.

The City of Urbana inspected all of its affordable rental housing units including Bristol Place during the Winter and Spring of 2022. A desk monitoring of HQS inspections was completed on the rental units at Crystal View, Douglass Square, and Highlhand Green. Site visits were made with the two CHDO's, Habitat for Humanityi and FirstFollowers to inspect progress on their projects.

Provide an assessment of the jurisdiction's affirmative marketing actions for HOME units. 24 CFR 91.520(e) and 24 CFR 92.351(a)

The City of Urbana and Urbana HOME Consortium members provide marketing materials for all HOME-funded services and programs. These materials are available on the website and at the primary office of each Consortium member.

Refer to IDIS reports to describe the amount and use of program income for projects, including the number of projects and owner and tenant characteristics

N/A

Describe other actions taken to foster and maintain affordable housing. 24 CFR 91.220(k) (STATES ONLY: Including the coordination of LIHTC with the development of affordable housing). 24 CFR 91.320(j)

In 2022-2023, the City of Urbana wrote three (3) letters of support for LIHTC projects in Champaign County, and worked closely with an affordable housing developer and the Housing Authority of Champaign County on a prospective affordable housing development in Urbana. In addition, the Urbana HOME Consortium actively worked with the Housing Authority of Champaign County to ensure that VASH vouchers will be used at the Highland Green development to secure affordable housing for veterans. Additionally, the Urbana HOME Consortium members strive to consistently ensure that the affordability and quality of existing rental housing is preserved. The City of Urbana has a rental registration program, the purpose of which is to help ensure a safe rental housing stock, protect property values, and improve accountability of rental units.

CR-58 – Section 3

Identify the number of individuals assisted and the types of assistance provided

Total Labor Hours	CDBG	HOME	ESG	HOPWA	HTF
Total Number of Activities	0	0	0	0	0
Total Labor Hours	0	0			
Total Section 3 Worker Hours	0	0			
Total Targeted Section 3 Worker Hours	0	0			

Table 14 – Total Labor Hours

Qualitative Efforts - Number of Activities by Program	CDBG	HOME	ESG	HOPWA	HTF
Outreach efforts to generate job applicants who are Public Housing Targeted Workers	0	0			
Outreach efforts to generate job applicants who are Other Funding Targeted Workers.	0	0			
Direct, on-the job training (including apprenticeships).	0	0			
Indirect training such as arranging for, contracting for, or paying tuition for, off-site training.	0	0			
Technical assistance to help Section 3 workers compete for jobs (e.g., resume assistance, coaching).	0	0			
Outreach efforts to identify and secure bids from Section 3 business concerns.	0	0			
Technical assistance to help Section 3 business concerns understand and bid on contracts.	0	0			
Division of contracts into smaller jobs to facilitate participation by Section 3 business concerns.	0	0			
Provided or connected residents with assistance in seeking employment including: drafting resumes, preparing for interviews, finding job opportunities, connecting residents to job placement services.	0	0			
Held one or more job fairs.	0	0			
Provided or connected residents with supportive services that can provide direct services or referrals.	0	0			
Provided or connected residents with supportive services that provide one or more of the following: work readiness health screenings, interview clothing, uniforms, test fees, transportation.	0	0			
Assisted residents with finding child care.	0	0			
Assisted residents to apply for, or attend community college or a four year educational institution.	0	0			
Assisted residents to apply for, or attend vocational/technical training.	0	0			
Assisted residents to obtain financial literacy training and/or coaching.	0	0			
Bonding assistance, guaranties, or other efforts to support viable bids from Section 3 business concerns.	0	0			
Provided or connected residents with training on computer use or online technologies.	0	0			
Promoting the use of a business registry designed to create opportunities for disadvantaged and small businesses.	0	0			
Outreach, engagement, or referrals with the state one-stop system, as designed in Section 121(e)(2) of the Workforce Innovation and Opportunity Act.	0	0			

Other.	0	0			
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Table 15 – Qualitative Efforts - Number of Activities by Program

Narrative

Section 3 projects are defined as housing rehabilitation, housing construction, and other public construction projects assisted under HUD programs that provide housing and community development financial assistance when the total amount of assistance to the project exceeds a threshold of \$200,000. No projects meeting this threshold were completed in FY 2022/2023.

DRAFT

Grantee: URBANA, IL

Program Year: 2022

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PART I: SUMMARY OF CDBG RESOURCES

01 UNEXPENDED CDBG FUNDS AT END OF PREVIOUS PROGRAM YEAR	1,122,805.44
02 ENTITLEMENT GRANT	511,333.00
03 SURPLUS URBAN RENEWAL	0
04 SECTION 108 GUARANTEED LOAN FUNDS	0
05 CURRENT YEAR PROGRAM INCOME	0
05a CURRENT YEAR SECTION 108 PROGRAM INCOME (FOR SI TYPE)	0
06 FUNDS RETURNED TO THE LINE-OF-CREDIT	0
06a FUNDS RETURNED TO THE LOCAL CDBG ACCOUNT	0
07 ADJUSTMENT TO COMPUTE TOTAL AVAILABLE	0
08 TOTAL AVAILABLE (SUM, LINES 01-07)	1,634,138.44

PART II: SUMMARY OF CDBG EXPENDITURES

09 DISBURSEMENTS OTHER THAN SECTION 108 REPAYMENTS AND PLANNING/ADMINISTRATION	731,879.61
10 ADJUSTMENT TO COMPUTE TOTAL AMOUNT SUBJECT TO LOW/MOD BENEFIT	0
11 AMOUNT SUBJECT TO LOW/MOD BENEFIT (LINE 09 + LINE 10)	731,879.61
12 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION	78,518.25
13 DISBURSED IN IDIS FOR SECTION 108 REPAYMENTS	0
14 ADJUSTMENT TO COMPUTE TOTAL EXPENDITURES	0
15 TOTAL EXPENDITURES (SUM, LINES 11-14)	810,397.86
16 UNEXPENDED BALANCE (LINE 08 - LINE 15)	823,740.58

PART III: LOW/MOD BENEFIT THIS REPORTING PERIOD

17 EXPENDED FOR LOW/MOD HOUSING IN SPECIAL AREAS	0
18 EXPENDED FOR LOW/MOD MULTI-UNIT HOUSING	72,000.00
19 DISBURSED FOR OTHER LOW/MOD ACTIVITIES	731,879.61
20 ADJUSTMENT TO COMPUTE TOTAL LOW/MOD CREDIT	0
21 TOTAL LOW/MOD CREDIT (SUM, LINES 17-20)	803,879.61
22 PERCENT LOW/MOD CREDIT (LINE 21/LINE 11)	109.84%

LOW/MOD BENEFIT FOR MULTI-YEAR CERTIFICATIONS

23 PROGRAM YEARS(PY) COVERED IN CERTIFICATION	PY: 2020 PY: 2021 PY: 2022
24 CUMULATIVE NET EXPENDITURES SUBJECT TO LOW/MOD BENEFIT CALCULATION	688,913.30
25 CUMULATIVE EXPENDITURES BENEFITING LOW/MOD PERSONS	688,913.30
26 PERCENT BENEFIT TO LOW/MOD PERSONS (LINE 25/LINE 24)	100.00%

PART IV: PUBLIC SERVICE (PS) CAP CALCULATIONS

27 DISBURSED IN IDIS FOR PUBLIC SERVICES	44,419.15
28 PS UNLIQUIDATED OBLIGATIONS AT END OF CURRENT PROGRAM YEAR	1,626.00
29 PS UNLIQUIDATED OBLIGATIONS AT END OF PREVIOUS PROGRAM YEAR	2,087.73
30 ADJUSTMENT TO COMPUTE TOTAL PS OBLIGATIONS	0
31 TOTAL PS OBLIGATIONS (LINE 27 + LINE 28 - LINE 29 + LINE 30)	43,957.42
32 ENTITLEMENT GRANT	511,333.00
33 PRIOR YEAR PROGRAM INCOME	0
34 ADJUSTMENT TO COMPUTE TOTAL SUBJECT TO PS CAP	0
35 TOTAL SUBJECT TO PS CAP (SUM, LINES 32-34)	511,333.00
36 PERCENT FUNDS OBLIGATED FOR PS ACTIVITIES (LINE 31/LINE 35)	8.60%

PART V: PLANNING AND ADMINISTRATION (PA) CAP

37 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION	78,518.25
38 PA UNLIQUIDATED OBLIGATIONS AT END OF CURRENT PROGRAM YEAR	0
39 PA UNLIQUIDATED OBLIGATIONS AT END OF PREVIOUS PROGRAM YEAR	0
40 ADJUSTMENT TO COMPUTE TOTAL PA OBLIGATIONS	0
41 TOTAL PA OBLIGATIONS (LINE 37 + LINE 38 - LINE 39 + LINE 40)	78,518.25
42 ENTITLEMENT GRANT	511,333.00
43 CURRENT YEAR PROGRAM INCOME	0
44 ADJUSTMENT TO COMPUTE TOTAL SUBJECT TO PA CAP	0
45 TOTAL SUBJECT TO PA CAP (SUM, LINES 42-44)	511,333.00
46 PERCENT FUNDS OBLIGATED FOR PA ACTIVITIES (LINE 41/LINE 45)	15.36%

LINE 19 DETAIL: ACTIVITIES INCLUDED IN THE COMPUTATION OF LINE 19

Total		<u>\$731,879.61</u>
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LINE 27 DETAIL: ACTIVITIES INCLUDED IN THE COMPUTATION OF LINE 27

Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity to prevent, prepare for, and respond to Coronavirus	Activity Name	Grant Number	Fund Type	Matrix Code	National Objective	Drawn Amount
2020	3	2907	6751858	No	20~21 Family Service Meals on Wheels	B20MC170024	EN	05A	LMC	\$1,626.00
								05A	Matrix Code	\$1,626.00
2021	3	2923	6737242	No	21~22 UNCC Community Study Center	B21MC170024	EN	05D	LMCSV	\$6,282.27
2021	3	2924	6737242	No	21~22 UNCC Youth Development Program	B21MC170024	EN	05D	LMC	\$1,149.20
2021	3	2924	6751858	No	21~22 UNCC Youth Development Program	B21MC170024	EN	05D	LMC	\$5,900.80
2022	3	2970	6751858	No	22~23 UNCC Youth Development Program	B22MC170024	EN	05D	LMC	\$1,253.09
2022	3	2970	6798506	No	22~23 UNCC Youth Development Program	B22MC170024	EN	05D	LMC	\$3,425.90
2022	3	2973	6751858	No	22~23 UNCC Community Study Center	B22MC170024	EN	05D	LMCSV	\$7,478.32
2022	3	2973	6798506	No	22~23 UNCC Community Study Center	B22MC170024	EN	05D	LMCSV	\$8,158.43
								05D	Matrix Code	\$33,648.01
2022	3	2983	6754646	No	22/23 Neighborhood Cleanup Day	B22MC170024	EN	05V	LMA	\$1,151.04
2022	3	2983	6787331	No	22/23 Neighborhood Cleanup Day	B22MC170024	EN	05V	LMA	\$7,994.10
								05V	Matrix Code	\$9,145.14
				No	Activity to prevent, prepare for, and respond to Coronavirus					\$44,419.15
Total										\$44,419.15

LINE 37 DETAIL: ACTIVITIES INCLUDED IN THE COMPUTATION OF LINE 37

Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2022	1	2964	6700984	22~23 CDBG Planning and Admin	20		\$19,345.66
2022	1	2964	6710364	22~23 CDBG Planning and Admin	20		\$1,400.00
2022	1	2964	6737242	22~23 CDBG Planning and Admin	20		\$13,066.11
2022	1	2964	6754646	22~23 CDBG Planning and Admin	20		\$12,163.40
2022	1	2964	6754717	22~23 CDBG Planning and Admin	20		\$964.40
2022	1	2964	6784631	22~23 CDBG Planning and Admin	20		\$16,329.71
2022	1	2964	6799248	22~23 CDBG Planning and Admin	20		\$15,248.97
					20	Matrix Code	\$78,518.25
Total							\$78,518.25