

## **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 have made considerable strides toward achieving the goals and anticipated outcomes for the activities undertaken in FY 15-16. HOME funds have resulted in the completion of seven whole house rehabilitation projects in Urbana, as well as ten acquisition-rehabilitation projects and two full-home improvement projects in Champaign. The Champaign County Regional Planning Commission (CCRPC), Community Elements, and Courage Connection have supported a total of 47 households in need of affordable rental housing with tenant-based rental assistance (TBRA) funds. Habitat for Humanity of Champaign County continued their outstanding work as a local Community Housing Development Organization (CHDO) by building and selling four new single-family homes with the assistance of HOME funding. Four additional homes are in various stages of development by Habitat for Humanity of Champaign County.

CDBG funds committed by the City of Urbana resulted in 19 owner-occupied housing units being rehabilitated through the City's Emergency/Access Grant Program and Senior Repair Program. The City's Consolidated Social Service Fund provided public services to over 11,000 low/moderate-income persons, a portion of whom were assisted by projects funded through CDBG public service funds. Two formerly homeless families received stable housing and case management through the City of Urbana's Transitional Housing Program, which was funded through the CDBG program. Approximately 82 tons of garbage were also removed during two neighborhood cleanup events held during the fiscal year, one of which was paid for in part with CDBG public service funds.

### **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: \$	Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit	Households Assisted	120	0	0.00%			
Address Barriers to Affordable Housing	Affordable Housing Non-Housing Community Development	HOME: \$	Public service activities for Low/Moderate Income Housing Benefit	Households Assisted	300	0	0.00%			
Address Barriers to Affordable Housing	Affordable Housing Non-Housing Community Development	HOME: \$	Rental units constructed	Household Housing Unit	50	0	0.00%			
Address Barriers to Affordable Housing	Affordable Housing Non-Housing Community Development	HOME: \$	Homeowner Housing Rehabilitated	Household Housing Unit	300	2	0.67%			
Address Barriers to Affordable Housing	Affordable Housing Non-Housing Community Development	HOME: \$	Direct Financial Assistance to Homebuyers	Households Assisted	0	14		15	14	93.33%

Address Barriers to Affordable Housing	Affordable Housing Non-Housing Community Development	HOME: \$	Other	Other	200	0	0.00%			
Coordinate with Housing Authority	Affordable Housing Public Housing	CDBG: \$ / HOME: \$	Rental units constructed	Household Housing Unit	60	0	0.00%	30	0	0.00%
Coordinate with Housing Authority	Affordable Housing Public Housing	CDBG: \$ / HOME: \$	Rental units rehabilitated	Household Housing Unit	120	0	0.00%	60	0	0.00%
Preserve Consortium Neighborhoods	Affordable Housing Non-Housing Community Development	CDBG: \$	Buildings Demolished	Buildings	6	1	16.67%	2	1	50.00%
Preserve Consortium Neighborhoods	Affordable Housing Non-Housing Community Development	CDBG: \$	Other	Other	16	0	0.00%			
Preserve Existing Affordable Housing Supply	Affordable Housing	CDBG: \$ / HOME: \$	Homeowner Housing Rehabilitated	Household Housing Unit	200	38	19.00%	31	38	122.58%

Provide decent affordable housing opportunities	Affordable Housing	HOME: \$	Rental units constructed	Household Housing Unit	50	0	0.00%			
Provide decent affordable housing opportunities	Affordable Housing	HOME: \$	Homeowner Housing Added	Household Housing Unit	0	4		5	4	80.00%
Provide decent affordable housing opportunities	Affordable Housing	HOME: \$	Homeowner Housing Rehabilitated	Household Housing Unit	0	38		3	38	1,266.67%
Provide decent affordable housing opportunities	Affordable Housing	HOME: \$	Direct Financial Assistance to Homebuyers	Households Assisted	100	14	14.00%	10	14	140.00%
Provide decent affordable housing opportunities	Affordable Housing	HOME: \$	Tenant-based rental assistance / Rapid Rehousing	Households Assisted	90	47	52.22%	24	47	195.83%
Reduce Lead Exposure Risk	Lead Based Paint Hazard Removal	CDBG: \$	Homeowner Housing Rehabilitated	Household Housing Unit	0	0		5	0	0.00%
Reduce Lead Exposure Risk	Lead Based Paint Hazard Removal	CDBG: \$	Other	Other	50	0	0.00%			
Support Homeless Needs	Homeless	CDBG: \$ / HOME: \$	Homeless Person Overnight Shelter	Persons Assisted	500	0	0.00%			

Support Homeless Needs	Homeless	CDBG: \$ / HOME: \$	Overnight/Emergency Shelter/Transitional Housing Beds added	Beds	30	6	20.00%	26	6	23.08%
Support Homeless Needs	Homeless	CDBG: \$ / HOME: \$	Homelessness Prevention	Persons Assisted	200	0	0.00%	300	0	0.00%
Support Homeless Needs	Homeless	CDBG: \$ / HOME: \$	Housing for Homeless added	Household Housing Unit	2	2	100.00%	8	2	25.00%
Support Infrastructure Improvements	Non-Housing Community Development	CDBG: \$	Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit	Households Assisted	400	0	0.00%	100	0	0.00%
Support Services & Training for Low-Income Persons	Non-Homeless Special Needs Non-Housing Community Development	CDBG: \$	Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit	Households Assisted	500	0	0.00%			
Support Services & Training for Low-Income Persons	Non-Homeless Special Needs Non-Housing Community Development	CDBG: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	0	11659		0	11659	

Support Services & Training for Low-Income Persons	Non-Homeless Special Needs Non-Housing Community Development	CDBG: \$	Public service activities for Low/Moderate Income Housing Benefit	Households Assisted	500	0	0.00%	400	0	0.00%
Support Services & Training for Low-Income Persons	Non-Homeless Special Needs Non-Housing Community Development	CDBG: \$	Homelessness Prevention	Persons Assisted	200	0	0.00%			
Support Services & Training for Low-Income Persons	Non-Homeless Special Needs Non-Housing Community Development	CDBG: \$	Housing for Homeless added	Household Housing Unit	2	0	0.00%			

**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 toward the priorities and objectives identified in City of Urbana FY 2015-2016 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 for sale to low-income homebuyers and assist low-income

homebuyers with down payments, 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-house rehabilitation program also helps in this regard by bringing single-family houses occupied by low-income households up to code.

The second goal noted on the Plan is to preserve the existing affordable housing supply. This goal is primarily advanced through the CDBG- and HOME-funded housing rehabilitation activities. Further goals call for the City to address barriers to affordable housing and preserve Consortium neighborhoods, both of which have been furthered by the use of CDBG funds through rehabilitation, neighborhood cleanup activities, and demolition activities. The goal of supporting services and training for low-income persons has also been supported through assistance given to the Champaign County Regional Planning Commission (CCRPC) and Persons Assuming Control of their Environment (PACE) for public service activities. Coordination with the Housing Authority of Champaign County (HACC) is being accomplished through collaboration on the Highland Green development along Kerr Avenue in Urbana, while staff from the Cities of Urbana and Champaign regularly attend HACC Board meetings. The Mayors of Urbana and Champaign appointment Board members to their Board of Commissioners. The Urbana HOME Consortium is supporting this 33-unit affordable rental development through HOME funds, and the HACC is a partner on the development team. The support of homeless needs was accomplished during FY 15-16 through the rehabilitation of the City of Urbana's transitional housing units using HOME funds. CDBG funding has been allocated in the City's capital improvements plan toward infrastructure development in the City's CD Target area during FY 16-17.

## 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	234	26
Black or African American	166	32
Asian	1	0
American Indian or American Native	2	0
Native Hawaiian or Other Pacific Islander	4	1
<b>Total</b>	<b>407</b>	<b>59</b>
Hispanic	10	2
Not Hispanic	397	57

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

### Narrative

Many of the beneficiaries of HOME activities, such as TBRA, Habitat homeownership opportunities, and rehabilitation activities, were either Black/African-American or White. Six clients of HOME TBRA subrecipients reported their racial status as mixed-race. Racial and ethnic composition of clients for CDBG-funded public service activities was collected to the best of the subrecipients' abilities. However, due to the nature of the services provided, the beneficiaries at times withheld this information. City-funded recipients of Consolidated Social Service Fund grants did not collect this information. The relatively low numbers of Hispanic beneficiaries of HOME and CDBG programs may necessitate additional Spanish-language outreach materials to ensure that Hispanic residents are able to fully understand the programs available to them.



## 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		1,502,056	232,508
HOME		2,612,336	151,222

Table 3 - Resources Made Available

### Narrative

CDBG funds were consistently expended throughout the program year on rehabilitation projects, demolition activities in support of the blight reduction program, public service activities, and other projects, as well as for administration support and project delivery. HOME funds were similarly expended to reimburse eligible costs related to new single-family home construction, TBRA, and rehabilitation activities, as well as administrative costs and project delivery.

### Identify the geographic distribution and location of investments

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description
CENSUS TRACT NUMBERS 53, 54, 55, AND 56	20	34	
CENSUS TRACT NUMBERS 53, 54, 55, AND 56	70	34	

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 cleanup and a portion of the transitional housing activities.

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 outside the Community Development Target Area.

## 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.**

CDBG funds are typically used to defray remaining costs following demolition activities undertaken as part of the Blight Reduction Program (BRP). During this fiscal year, CDBG funds were used following demolition of 1112 W. Church Street and 1114 W. Church Street. The ability to use CDBG funds along with BRP funding is critical to the City's ability to effectively use the \$525,000 in BRP funding secured from the Illinois Housing Development Authority in FY 2014-2015. The City of Urbana/Cunningham Township Consolidated Social Service Fund is funded partly with City/Township funding and partly with CDBG funding. The City of Urbana also paid for part of the Spring 2016 Neighborhood Cleanup event when CDBG Public Service funding was insufficient.

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 is able to meet applicable matching requirements through leveraging of non-Federal funds on each of their projects, and count volunteer hours, donated materials, and sweat equity from the homeowners towards match.

Two vacant and blighted single-family homes owned by the City of Urbana were donated to Habitat for Humanity of Champaign County during the fiscal year for demolition through BRP. The Urbana City Council has approved an ordinance donating 401 and 403 E. Kerr Avenue to the Homestead Corporation of Champaign-Urbana, which will be used for the development of Highland Green, a 33-unit affordable rental neighborhood.

<b>Fiscal Year Summary – HOME Match</b>	
1. Excess match from prior Federal fiscal year	2,503,794
2. Match contributed during current Federal fiscal year	139,787
3. Total match available for current Federal fiscal year (Line 1 plus Line 2)	2,643,580
4. Match liability for current Federal fiscal year	47,841
5. Excess match carried over to next Federal fiscal year (Line 3 minus Line 4)	2,595,739

**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
Activity 2020 - Cynthia	0	24,199	0	0	0	0	0	24,199
Activity 2506 - 1605 Wiley TH Rehab	0	6,000	0	0	0	0	0	6,000
Activity 2507 - 903 Division TH Rehab	0	6,000	0	0	0	0	0	6,000
Activity 2562 - 608 Swigart	0	8,376	0	0	0	0	0	8,376
Activity 2568 - 706 Harris	0	8,028	0	0	0	0	0	8,028
Activity 2569 - 217 Arcadia	0	8,279	0	0	0	0	0	8,279
Activity 2570 - 1726 Anita	0	9,080	0	0	0	0	0	9,080
Activity 2577 - 2605 John	0	9,482	0	0	0	0	0	9,482
Activity 2579 - 3003 Blair	0	9,800	0	0	0	0	0	9,800
Activity 2580 - 304 Fairview	0	3,564	0	0	0	0	0	3,564
Activity 2648 - 1108 Nofftz	0	9,380	0	0	0	0	0	9,380

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
Activity 2649 - 3303 Ridgewood	0	4,248	0	0	0	0	0	4,248
Activity 2666 - Urbana Dream Taylor	0	9,250	0	0	0	0	0	9,250

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 beginning 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	6,749	6,749	0	0

Table 7 – Program Income

<b>Minority Business Enterprises and Women Business Enterprises – Indicate the number and dollar value of contracts for HOME projects completed during the reporting period</b>						
	Total	Minority Business Enterprises				White Non-Hispanic
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	
<b>Contracts</b>						
Dollar Amount	42,596	0	13,500	29,096	0	0
Number	7	0	3	4	0	0
<b>Sub-Contracts</b>						
Number	0	0	0	0	0	0
Dollar Amount	0	0	0	0	0	0
	Total	Women Business Enterprises	Male			
<b>Contracts</b>						
Dollar Amount	63,350	63,350	0			
Number	5	5	0			
<b>Sub-Contracts</b>						
Number	0	0	0			
Dollar Amount	0	0	0			

**Table 8 – Minority Business and Women Business Enterprises**

<b>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</b>						
	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	24	2
Number of Non-Homeless households to be provided affordable housing units	200	61
Number of Special-Needs households to be provided affordable housing units	100	0
<b>Total</b>	<b>324</b>	<b>63</b>

Table 11 – Number of Households

	One-Year Goal	Actual
Number of households supported through Rental Assistance	24	47
Number of households supported through The Production of New Units	5	4
Number of households supported through Rehab of Existing Units	3	38
Number of households supported through Acquisition of Existing Units	5	11
<b>Total</b>	<b>37</b>	<b>100</b>

Table 12 – Number of Households Supported

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

The one-year goal for the providing affordable housing units to homeless households was not met because the City of Urbana primarily used HOME and CDBG funding for permanent affordable housing development, TBRA, and owner-occupied housing rehabilitation. Other HUD- and locally-funded programs are currently being leveraged to provide affordable housing opportunities for homeless households. Although no units for special-needs families were produced in FY 15-16, eight units at the planned Highland Green housing development are anticipated to be either adaptable or accessible.

### Discuss how these outcomes will impact future annual action plans.

Future annual action plans will likely require an adjustment in the expected number of housing units for homeless and special needs households to reflect the above considerations as well as other factors.



**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.**

<b>Number of Persons Served</b>	<b>CDBG Actual</b>	<b>HOME Actual</b>
Extremely Low-income	264	86
Low-income	125	35
Moderate-income	16	23
<b>Total</b>	<b>405</b>	<b>144</b>

**Table 13 – Number of Persons 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 results of CDBG and HOME investments will likely shift over time as well.

## **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 and Urbana HOME Consortium consistently work with agencies that serve the homeless population to assess and meet their needs. Staff from the City of Urbana, City of Champaign, and CCRPC regularly attend meetings of the Champaign County Continuum of Care to hear the needs of agencies that serve the homeless directly. Staff from CCRPC and the City of Urbana are also on the Executive Committee of the CoC. The City of Urbana partners with Courage Connection to provide Supportive Housing Program (SHP) funds to operate a transitional housing program. Transitional housing has been an effective strategy for helping members of the sheltered or unsheltered homeless population learn necessary skills to ensure that they are able to maintain permanent housing. The City of Urbana, as a State recipient of Emergency Solutions Grant (ESG) funding, also worked with the CCRPC to fund a Centralized Intake Program to link the unsheltered or precariously housed homeless households to available housing opportunities and waitlists in Champaign County. The City of Urbana also administers the Emergency Solutions Grant on behalf of Community Elements and Crisis Nursery for operating funds.

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

During Fiscal Year 2015-2016, the Urbana HOME Consortium completed the rehabilitation of two City-owned transitional housing units for use as part of the City's Transitional Housing for Families with Children program. The City of Urbana also participates in the Champaign County Continuum of Care by acting as a State recipient of ESG funds and serving on the Executive Committee. The City subgranted these funds to emergency shelters offered at Community Elements, the Crisis Nursery, and The Salvation Army. The City of Urbana provided the administration of SHP funds for Courage Connection's transitional housing program. Through a partnership with the City of Champaign's Neighborhood Stabilization Program, Courage Connection has six affordable housing rentals in the community. Through this program, Courage Connection's clients and other community members in need of affordable housing now have additional quality options in Champaign.

**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 and Urbana HOME Consortium work closely with the HACC to ensure that affordable housing opportunities are made available within the Consortium geography. Many subrecipients of HOME funds, in addition to providing housing assistance, also perform case management and work with individuals who are either housing insecure or transitioning into homeownership to develop necessary self-sufficiency skills. For example, the CCRPC, Community Elements, and Courage Connection all include self-sufficiency components in their HOME-funded TBRA programs. The City of Urbana's Transitional Housing Program also includes 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, which was recently brought back online following a HOME-funded rehabilitation of the transitional housing units, 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 Care to ensure that the needs of homeless households in the Consortium geography are being met to the greatest extent possible.

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

### **Actions taken to address the needs of public housing**

The City of Urbana and Urbana HOME Consortium work closely with the HACC to ensure that affordable housing opportunities are made available within the Consortium geography. The collaboration between the two entities on the Highland Green affordable rental project that took place during FY 15-16 and is currently proceeding has been an important step toward helping the HACC achieve its mission of serving its clients. The Highland Green project also includes nine units specifically dedicated to recipients of Veteran's Affairs Supportive Housing (VASH) vouchers.

### **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 HACC 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)**

In February of 2016, the Urbana City Council passed a text amendment to the Urbana Zoning Ordinance that would explicitly allow transitional housing for homeless populations in the City. Until then, transitional housing had not existed as a specific use and had been categorized under a broader land use definition. The regulations approved in February defined “Dwelling, Transitional Home” in the Zoning Ordinance, and in turn allows for transitional housing to be implemented in more locations within the City than under the previous definition.

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

The City of Urbana has continued working with the Housing Authority of Champaign County to remove barriers to affordable housing. The City and Housing Authority are working together on a redevelopment of the Urbana Townhomes/Aspen Court site which will provide more affordable housing in the community.

The City is also working with a selected developer to develop the Highland Green affordable rental project, which is now slated to include 33 rental units, including nine housing units for veterans. The City has also successfully worked with Habitat for Humanity, 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 providing down payment assistance.

**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. During October of 2015, the City of Urbana hosted a refresher course for certified lead-based paint supervisors. This event was held in collaboration with the City of Champaign and local contractors. 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 the EPA. No future funding opportunities for lead abatement activities had been made available during FY 15-16, but 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)**

Section 3 regulations were carried out on one HOME-funded project in Champaign during FY 15-16. The commitment of funds to the Highland Green development included a requirements that Section 3 regulations be utilized on that project. The Grants Management Division at the City of Urbana has linked the general contractor for the Highland Green project to a source familiar with local contractors to ensure that Section 3 goals are met. The City of Urbana and Urbana HOME Consortium are always looking to find innovative ways to involve link local contractors to investments of Federal community development and affordable housing funds. CDBG funds were allocated from the City of Urbana to the CCRPC Youth Assessment Center and Senior Services Program to expand social services support to both of those vulnerable groups. Family Service of Champaign County was also supported through the Consolidated Social Service Fund with funding from Cunningham Township. State ESG funds were passed through the City of Urbana to Crisis Nursery to ensure that emergency childcare services are provided 24-hours per day and every day of the year to all people in need of them.

**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 on the 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.

The City of Urbana also restructured the Grants Management Division during FY 15-16 by shifting the responsibilities of the HOME and CDBG Coordinators into a Community Development Coordinator, who manages the programmatic requirements of all grants under the responsibility of the City of Urbana, and a Grants Compliance Specialist, who manages the financial and accounting needs of all grants. This new division of labor has been especially beneficial for increasing communication between staff and the effectiveness of the Division as a whole.

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

Urbana staff regularly attended board meetings for the Housing Authority of Champaign County. The City has also maintained an active presence on the Champaign County Continuum of Care, offering assistance with various reporting and application systems inherent to the successful delivery of the Continuum of Care network. Most notably, this involved acting as a subrecipient of State ESG funds, which were used to launch the Centralized Intake Program at the CCRPC during FY 15-16. The City also hosted a public hearing on January 14, 2016 specifically for social service agencies in order to gauge the evolving needs in the community and within the service network.

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

One recommendation from the latest analysis of impediments to fair housing choice undertaken in 2010 was that the City should work with Persons Assuming Control of their Environment (PACE) to create better cooperation between the landlords and realtors of the area, facilitating the housing process for persons with disabilities and ensuring that the accessible housing units listing be as up-to-date as possible. During FY 15-16, the City of Urbana committed \$4,400 in local funding to PACE's Housing Education and Advocacy Program as part of the Consolidated Social Service Fund. Another recommendation concerned the City of Urbana's housing complaint system, and that the Grants Management Division should work together with the Human Relations Commission and the Champaign Urbana Tenant Union (CUTU) to create a marketing strategy aimed at better educating community members of their rights as tenants and homeowners. The Grants Management Division has been working closely with the Human Relations Officer 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 could be deferred at times. To rectify these issues, the City of Urbana completed seven HOME-funded Whole House Rehabilitation Program activities during FY 15-16.

## **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 of the City of Urbana and Urbana HOME Consortium respectively is undertaken on an annual basis. This process was initiated for both programs in the spring of 2016 and is continuing. For each subrecipient, their files are either reviewed on-site or reviewed in a desk monitoring, and a formal monitoring completion letter is sent to each subrecipient following the conclusion of the process. Findings and concerns are issued as part of the completion letter, along with appropriate corrective actions and deadlines as needed.

## **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.**

On September 9, 2016, the City of Urbana placed this draft version of the FY 2015-2016 CAPER on the City's website, along with a notice about the document and an invitation for public comment. Draft versions of the CAPER and similar notices were also placed in the City Clerk's office at the City of Urbana and at the Urbana Free Library. At the conclusion of the public comment period, all comments received will be included within the final CAPER document, which will be submitted to HUD for approval.



**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.**

CDBG public service funds were able to fund only part of one of the two neighborhood cleanup events held in the City of Urbana during FY 15-16. In the past, CDBG funds were able to cover a greater portion of the neighborhood cleanup events, but rising costs have caused the CDBG funds only be able to fund a smaller portion of one event. The City of Urbana is currently looking into possible solutions to this situation which could involve changes to the program.

<b>Does this Jurisdiction have any open Brownfields Economic Development Initiative (BEDI) grants?</b>	No
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**[BEDI grantees] Describe accomplishments and program outcomes during the last year.**

## **CR-50 - HOME 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 §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.

A total of eleven units at the Aspen Court development were rehabilitated with HOME funds. These units were inspected as part of the HOME monitoring of that development, and all building code issues were rectified shortly after inspection. Due to staff turnover in the administration of Urbana HOME Consortium funds, the rehabilitation of units now owned by Courage Connection and operated for transitional housing were not inspected, but will be inspected and monitored in early FY 16-17.

### **Provide an assessment of the jurisdiction's affirmative marketing actions for HOME units. 92.351(b)**

The City of Urbana and Urbana HOME Consortium members provide marketing materials for all HOME-funded services and programs. These materials are available on each Consortium member's website and at the primary offices of each Consortium member. The City of Urbana is considering additionally advertising its HOME-funded program on a neighborhood newsletter, which the City of Urbana Community Development Department intends to publish and distribute throughout the City in FY 16-17.

### **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**

According to the most recent PR09 report, \$6,749.22 in HOME program income was received during FY 15-16. These funds were distributed between a variety of different activities initiated during FY 15-16.

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

The Urbana HOME Consortium actively worked with the HACC 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 existing rental housing is preserved. The City of Urbana has a rental registration program, the purpose of which is to help ensure a safer rental housing stock, protect property values, and improve accountability of rental units.



## CR-60 - ESG 91.520(g) (ESG Recipients only)

### ESG Supplement to the CAPER in *e-snaps*

#### For Paperwork Reduction Act

#### 1. Recipient Information—All Recipients Complete

##### Basic Grant Information

Recipient Name	URBANA
Organizational DUNS Number	111969957
EIN/TIN Number	376000524
Identify the Field Office	CHICAGO
Identify CoC(s) in which the recipient or subrecipient(s) will provide ESG assistance	

##### ESG Contact Name

Prefix  
First Name  
Middle Name  
Last Name  
Suffix  
Title

##### ESG Contact Address

Street Address 1  
Street Address 2  
City  
State  
ZIP Code -  
Phone Number  
Extension  
Fax Number  
Email Address

##### ESG Secondary Contact

Prefix  
First Name  
Last Name  
Suffix  
Title  
Phone Number  
Extension  
Email Address

#### 2. Reporting Period—All Recipients Complete

Program Year Start Date	07/01/2015
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CAPER

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**Program Year End Date**

06/30/2016

**3a. Subrecipient Form – Complete one form for each subrecipient**

**Subrecipient or Contractor Name**

**City**

**State**

**Zip Code**

**DUNS Number**

**Is subrecipient a victim services provider**

**Subrecipient Organization Type**

**ESG Subgrant or Contract Award Amount**

## CR-65 - Persons Assisted

### 4. Persons Served

#### 4a. Complete for Homelessness Prevention Activities

Number of Persons in Households	Total
Adults	
Children	
Don't Know/Refused/Other	
Missing Information	
<b>Total</b>	

Table 14 – Household Information for Homeless Prevention Activities

#### 4b. Complete for Rapid Re-Housing Activities

Number of Persons in Households	Total
Adults	
Children	
Don't Know/Refused/Other	
Missing Information	
<b>Total</b>	

Table 15 – Household Information for Rapid Re-Housing Activities

#### 4c. Complete for Shelter

Number of Persons in Households	Total
Adults	
Children	
Don't Know/Refused/Other	
Missing Information	
<b>Total</b>	

Table 16 – Shelter Information

**4d. Street Outreach**

<b>Number of Persons in Households</b>	<b>Total</b>
Adults	
Children	
Don't Know/Refused/Other	
Missing Information	
<b>Total</b>	

**Table 17 – Household Information for Street Outreach**

**4e. Totals for all Persons Served with ESG**

<b>Number of Persons in Households</b>	<b>Total</b>
Adults	
Children	
Don't Know/Refused/Other	
Missing Information	
<b>Total</b>	

**Table 18 – Household Information for Persons Served with ESG**

**5. Gender—Complete for All Activities**

	<b>Total</b>
Male	
Female	
Transgender	
Don't Know/Refused/Other	
Missing Information	
<b>Total</b>	

**Table 19 – Gender Information**

**6. Age—Complete for All Activities**

	<b>Total</b>
Under 18	
18-24	
25 and over	
Don't Know/Refused/Other	
Missing Information	
<b>Total</b>	

**Table 20 – Age Information**

**7. Special Populations Served—Complete for All Activities**

**Number of Persons in Households**

<b>Subpopulation</b>	<b>Total</b>	<b>Total Persons Served – Prevention</b>	<b>Total Persons Served – RRH</b>	<b>Total Persons Served in Emergency Shelters</b>
Veterans				
Victims of Domestic Violence				
Elderly				
HIV/AIDS				
Chronically Homeless				
<b>Persons with Disabilities:</b>				
Severely Mentally Ill				
Chronic Substance Abuse				
Other Disability				
Total (unduplicated if possible)				

**Table 21 – Special Population Served**



**CR-70 – ESG 91.520(g) - Assistance Provided and Outcomes**

**10. Shelter Utilization**

Number of New Units – Rehabbed	
Number of New Units – Conversion	
Total Number of bed - nighths available	
Total Number of bed - nights provided	
Capacity Utilization	

**Table 22 – Shelter Capacity**

**11. Project Outcomes Data measured under the performance standards developed in consultation with the CoC(s)**

## CR-75 – Expenditures

### 11. Expenditures

#### 11a. ESG Expenditures for Homelessness Prevention

	Dollar Amount of Expenditures in Program Year		
	2013	2014	2015
Expenditures for Rental Assistance			
Expenditures for Housing Relocation and Stabilization Services - Financial Assistance			
Expenditures for Housing Relocation & Stabilization Services - Services			
Expenditures for Homeless Prevention under Emergency Shelter Grants Program			
<b>Subtotal Homelessness Prevention</b>			

Table 23 – ESG Expenditures for Homelessness Prevention

#### 11b. ESG Expenditures for Rapid Re-Housing

	Dollar Amount of Expenditures in Program Year		
	2013	2014	2015
Expenditures for Rental Assistance			
Expenditures for Housing Relocation and Stabilization Services - Financial Assistance			
Expenditures for Housing Relocation & Stabilization Services - Services			
Expenditures for Homeless Assistance under Emergency Shelter Grants Program			
<b>Subtotal Rapid Re-Housing</b>			

Table 24 – ESG Expenditures for Rapid Re-Housing

#### 11c. ESG Expenditures for Emergency Shelter

	Dollar Amount of Expenditures in Program Year		
	2013	2014	2015
Essential Services			
Operations			
Renovation			
Major Rehab			
Conversion			
<b>Subtotal</b>			

Table 25 – ESG Expenditures for Emergency Shelter

**11d. Other Grant Expenditures**

	Dollar Amount of Expenditures in Program Year		
	2013	2014	2015
Street Outreach			
HMIS			
Administration			

Table 26 - Other Grant Expenditures

**11e. Total ESG Grant Funds**

Total ESG Funds Expended	2013	2014	2015

Table 27 - Total ESG Funds Expended

**11f. Match Source**

	2013	2014	2015
Other Non-ESG HUD Funds			
Other Federal Funds			
State Government			
Local Government			
Private Funds			
Other			
Fees			
Program Income			
<b>Total Match Amount</b>			

Table 28 - Other Funds Expended on Eligible ESG Activities

**11g. Total**

Total Amount of Funds Expended on ESG Activities	2013	2014	2015

Table 29 - Total Amount of Funds Expended on ESG Activities