



**City of Duluth
Minnesota**

FY 2013 ACTION PLAN

***Consolidated Plan
for
Housing and
Community Development
FY 2010 – 2014***

***Adopted by the
Duluth City Council
(December 17, 2012)***

FY 2013 Action Plan:
Consolidated Plan for
Housing and Community Development
FY 2010 - 2014
for the
City of Duluth, Minnesota

Adopted by the Duluth City Council:
December 17, 2012

Community Development Committee (CD Committee)

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Development Block Grant from the Department of
Housing and Urban Development
through the Housing and Community Development Act of
1974 as amended.

**APPLICATION FOR
FEDERAL ASSISTANCE**

Version 7/03

1. TYPE OF SUBMISSION: Application <input type="checkbox"/> Construction <input checked="" type="checkbox"/> Non-Construction		Pre-application <input type="checkbox"/> Construction <input checked="" type="checkbox"/> Non-Construction	2. DATE SUBMITTED 2/15/2013	Applicant Identifier M-13-MC-27-0200
			3. DATE RECEIVED BY STATE	State Application Identifier
			4. DATE RECEIVED BY FEDERAL AGENCY	Federal Identifier
5. APPLICANT INFORMATION				
Legal Name: City of Duluth		Organizational Unit: Department: Planning & Construction Services		
Organizational DUNS: 077627883		Division: Community Development		
Address: Street: 411 West First Street, Room 407		Name and telephone number of person to be contacted on matters involving this application (give area code)		
City: Duluth		Prefix:	First Name: Keith	
County: St. Louis		Middle Name A.		
State: MN		Last Name Hamre		
Zip Code 55802	Suffix: Director			
Country: United States		Email: khamre@duluthmn.gov		
6. EMPLOYER IDENTIFICATION NUMBER (EIN): 41-6005105		Phone Number (give area code) 218.730.5297	Fax Number (give area code) 218.730.5915	
8. TYPE OF APPLICATION: <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision If Revision, enter appropriate letter(s) in box(es) (See back of form for description of letters.) Other (specify) <input type="checkbox"/> <input type="checkbox"/>		7. TYPE OF APPLICANT: (See back of form for Application Types) C-Municipal Other (specify)		
10. CATALOG OF FEDERAL DOMESTIC ASSISTANCE NUMBER: TITLE (Name of Program): HOME Investment Partnerships Program 14-239		9. NAME OF FEDERAL AGENCY:		
12. AREAS AFFECTED BY PROJECT (Cities, Counties, States, etc.): City of Duluth, St. Louis, Minnesota		11. DESCRIPTIVE TITLE OF APPLICANT'S PROJECT: City of Duluth 2013 HOME Investment Partnerships program		
13. PROPOSED PROJECT Start Date: 4/1/2013		14. CONGRESSIONAL DISTRICTS OF: a. Applicant Eighth		
Ending Date: 3/31/2013		b. Project Eighth		
15. ESTIMATED FUNDING:		16. IS APPLICATION SUBJECT TO REVIEW BY STATE EXECUTIVE ORDER 12372 PROCESS?		
a. Federal	\$ 519,569. ⁰⁰	a. Yes. <input type="checkbox"/> THIS PREAPPLICATION/APPLICATION WAS MADE AVAILABLE TO THE STATE EXECUTIVE ORDER 12372 PROCESS FOR REVIEW ON		
b. Applicant	\$. ⁰⁰	DATE:		
c. State	\$. ⁰⁰	b. No. <input checked="" type="checkbox"/> PROGRAM IS NOT COVERED BY E. O. 12372		
d. Local	\$. ⁰⁰	<input type="checkbox"/> OR PROGRAM HAS NOT BEEN SELECTED BY STATE FOR REVIEW		
e. Other	\$. ⁰⁰	17. IS THE APPLICANT DELINQUENT ON ANY FEDERAL DEBT?		
f. Program Income	\$. ⁰⁰	<input type="checkbox"/> Yes If "Yes" attach an explanation. <input checked="" type="checkbox"/> No		
g. TOTAL	\$ 519,569. ⁰⁰			
18. TO THE BEST OF MY KNOWLEDGE AND BELIEF, ALL DATA IN THIS APPLICATION/PREAPPLICATION ARE TRUE AND CORRECT. THE DOCUMENT HAS BEEN DULY AUTHORIZED BY THE GOVERNING BODY OF THE APPLICANT AND THE APPLICANT WILL COMPLY WITH THE ATTACHED ASSURANCES IF THE ASSISTANCE IS AWARDED.				
a. Authorized Representative				
Prefix Mr	First Name Don	Middle Name M.		
Last Name Ness	Suffix			
b. Title Mayor	c. Telephone Number (give area code) 218.730.5230			
d. Signature of Authorized Representative	e. Date Signed 2/11/2013			

**APPLICATION FOR
FEDERAL ASSISTANCE**

Version 7/03

1. TYPE OF SUBMISSION: Application <input type="checkbox"/> Construction <input checked="" type="checkbox"/> Non-Construction		2. DATE SUBMITTED 2/15/2013	Applicant Identifier E-13-MC-27-0002
<input type="checkbox"/> Pre-application <input checked="" type="checkbox"/> Construction <input type="checkbox"/> Non-Construction		3. DATE RECEIVED BY STATE	State Application Identifier
		4. DATE RECEIVED BY FEDERAL AGENCY	Federal Identifier
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Organizational DUNS: 077627883		Division: Community Development	
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County: St. Louis		Middle Name A.	
State: MN	Zip Code 55802	Last Name Hamre	
Country: United States		Suffix: Director	
		Email: khamre@duluthmn.gov	
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8. TYPE OF APPLICATION: <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision If Revision, enter appropriate letter(s) in box(es) (See back of form for description of letters.) Other (specify) <input type="checkbox"/> <input type="checkbox"/>		7. TYPE OF APPLICANT: (See back of form for Application Types) C-Municipal Other (specify)	
10. CATALOG OF FEDERAL DOMESTIC ASSISTANCE NUMBER: 14-231		9. NAME OF FEDERAL AGENCY:	
TITLE (Name of Program): Emergency Solutions Grant Program		11. DESCRIPTIVE TITLE OF APPLICANT'S PROJECT: City of Duluth 2013 Emergency Solutions program	
12. AREAS AFFECTED BY PROJECT (Cities, Counties, States, etc.): City of Duluth, St. Louis, Minnesota		14. CONGRESSIONAL DISTRICTS OF: a. Applicant Eighth b. Project Eighth	
13. PROPOSED PROJECT Start Date: 4/1/2013 Ending Date: 3/31/2013		16. IS APPLICATION SUBJECT TO REVIEW BY STATE EXECUTIVE ORDER 12372 PROCESS? a. Yes. <input type="checkbox"/> THIS PREAPPLICATION/APPLICATION WAS MADE AVAILABLE TO THE STATE EXECUTIVE ORDER 12372 PROCESS FOR REVIEW ON DATE: b. No. <input checked="" type="checkbox"/> PROGRAM IS NOT COVERED BY E. O. 12372 <input type="checkbox"/> OR PROGRAM HAS NOT BEEN SELECTED BY STATE FOR REVIEW	
15. ESTIMATED FUNDING:		17. IS THE APPLICANT DELINQUENT ON ANY FEDERAL DEBT? <input type="checkbox"/> Yes If "Yes" attach an explanation. <input checked="" type="checkbox"/> No	
a. Federal	\$ 222,139. ⁰⁰		
b. Applicant	\$. ⁰⁰		
c. State	\$. ⁰⁰		
d. Local	\$. ⁰⁰		
e. Other	\$. ⁰⁰		
f. Program Income	\$. ⁰⁰		
g. TOTAL	\$ 222,139. ⁰⁰		
18. TO THE BEST OF MY KNOWLEDGE AND BELIEF, ALL DATA IN THIS APPLICATION/PREAPPLICATION ARE TRUE AND CORRECT. THE DOCUMENT HAS BEEN DULY AUTHORIZED BY THE GOVERNING BODY OF THE APPLICANT AND THE APPLICANT WILL COMPLY WITH THE ATTACHED ASSURANCES IF THE ASSISTANCE IS AWARDED.			
a. Authorized Representative			
Prefix Mr	First Name Don	Middle Name M.	
Last Name Ness		Suffix	
b. Title Mayor		c. Telephone Number (give area code) 218.730.5230	
d. Signature of Authorized Representative 		e. Date Signed 2/11/2013	

LOCAL GOVERNMENT CERTIFICATIONS

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

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

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

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

1. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;
2. Establishing an ongoing drug-free awareness program to inform employees about -
 - (a) The dangers of drug abuse in the workplace;
 - (b) The grantee's policy of maintaining a drug-free workplace;
 - (c) Any available drug counseling, rehabilitation, and employee assistance programs; and
 - (d) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;
3. Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph 1;
4. Notifying the employee in the statement required by paragraph 1 that, as a condition of employment under the grant, the employee will -
 - (a) Abide by the terms of the statement; and
 - (b) Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;

5. Notifying the agency in writing, within ten calendar days after receiving notice under subparagraph 4(b) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to every grant officer or other designee on whose grant activity the convicted employee was working, unless the Federal agency has designated a central point for the receipt of such notices. Notice shall include the identification number(s) of each affected grant;
6. Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph 4(b), with respect to any employee who is so convicted -
 - (a) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or
 - (b) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;
7. Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs 1, 2, 3, 4, 5 and 6.

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

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

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

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

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



Signature/Authorized Official

2-11-13

Date

Don M. Ness
Mayor
403 City Hall
Duluth, MN 55802
Telephone Number: 218-730-5230

Specific CDBG Certifications

The Entitlement Community certifies that:

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

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

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

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

1. Maximum Feasible Priority. With respect to activities expected to be assisted with CDBG funds, it certifies that it has developed its Action Plan so as to give maximum feasible priority to activities which benefit low and moderate income families or aid in the prevention or elimination of slums or blight. The Action Plan may also include activities which the grantee certifies are designed to meet other community development needs having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community, and other financial resources are not available);
2. Overall Benefit. The aggregate use of CDBG funds including section 108 guaranteed loans during program years 2013 shall principally benefit persons of low and moderate income in a manner that ensures that at least 70 percent of the amount is expended for activities that benefit such persons during the designated period;
3. Special Assessments. It will not attempt to recover any capital costs of public improvements assisted with CDBG funds including Section 108 loan guaranteed funds by assessing any amount against properties owned and occupied by persons of low and moderate income, including any fee charged or assessment made as a condition of obtaining access to such public improvements.

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

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

Excessive Force -- It has adopted and is enforcing:

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

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

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

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



Signature/Authorized Official

2-11-13

Date

Don M. Ness
Mayor
403 City Hall
Duluth, MN 55802
Telephone Number: 218-730-5230

Specific HOME Certifications

The HOME participating jurisdiction certifies that:

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

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

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

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



Signature/Authorized Official

2-11-13

Date

Don M. Ness
Mayor
403 City Hall
Duluth, MN 55802
Telephone Number: 218-730-5230

ESG Certifications

The Emergency Solutions Grants Program Recipient certifies that:

Major rehabilitation/conversion – If an emergency shelter’s rehabilitation costs exceed 75 percent of the value of the building before rehabilitation, the jurisdiction will maintain the building as a shelter for homeless individuals and families for a minimum of 10 years after the date the building is first occupied by a homeless individual or family after the completed rehabilitation. If the cost to convert a building into an emergency shelter exceeds 75 percent of the value of the building after conversion, the jurisdiction will maintain the building as a shelter for homeless individuals and families for a minimum of 10 years after the date the building is first occupied by a homeless individual or family after the completed conversion. In all other cases where ESG funds are used for renovation, the jurisdiction will maintain the building as a shelter for homeless individuals and families for a minimum of 3 years after the date the building is first occupied by a homeless individual or family after the completed renovation.

Essential Services and Operating Costs – In the case of assistance involving shelter operations or essential services related to street outreach or emergency shelter, the jurisdiction will provide services or shelter to homeless individuals and families for the period during which the ESG assistance is provided, without regard to a particular site or structure, so long the jurisdiction serves the same type of persons (e.g., families with children, unaccompanied youth, disabled individuals, or victims of domestic violence) or persons in the same geographic area.

Renovation – Any renovation carried out with ESG assistance shall be sufficient to ensure that the building involved is safe and sanitary.

Supportive Services – The jurisdiction will assist homeless individuals in obtaining permanent housing, appropriate supportive services (including medical and mental health treatment, victim services, counseling, supervision, and other services essential for achieving independent living), and other Federal State, local, and private assistance available for such individuals.

Matching Funds – The jurisdiction will obtain matching amounts required under 24 CFR 576.201.

Confidentiality – The jurisdiction has established and is implementing procedures to ensure the confidentiality of records pertaining to any individual provided family violence prevention or treatment services under any project assisted under the ESG program, including protection against the release of the address or location of any family violence shelter project, except with the written authorization of the person responsible for the operation of that shelter.

Homeless Persons Involvement – To the maximum extent practicable, the jurisdiction will involve, through employment, volunteer services, or otherwise, homeless individuals and families in constructing, renovating, maintaining, and operating facilities assisted under the ESG program, in providing services assisted under the ESG program, and in providing services for occupants of facilities assisted under the program.

Consolidated Plan – All activities the jurisdiction undertakes with assistance under ESG are consistent with the jurisdiction’s consolidated plan.

Discharge Policy – The jurisdiction will establish and implement, to the maximum extent practicable and where appropriate policies and protocols for the discharge of persons from

publicly funded institutions or systems of care (such as health care facilities, mental health facilities, foster care or other youth facilities, or correction programs and institutions) in order to prevent this discharge from immediately resulting in homelessness for these persons.



Signature/Authorized Official

3-28-13

Date

Mayor

Title

APPENDIX TO CERTIFICATIONS

INSTRUCTIONS CONCERNING LOBBYING AND DRUG-FREE WORKPLACE REQUIREMENTS:

A. Lobbying Certification

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

B. Drug-Free Workplace Certification

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

agency of the change(s), if it previously identified the workplaces in question (see paragraph three).

6. The grantee may insert in the space provided below the site(s) for the performance of work done in connection with the specific grant:

Place of Performance (Street address, city, count, state, zip code)

Planning and Administration
Room 407 City Hall
Duluth, MN 55802

Architectural and Engineering
Room 205 City Hall
Duluth, MN 55802

Financial Services
Room 107
Duluth, MN 55802

Check ___ if there are workplaces on file that are not identified here.

7. Definitions of terms in the Nonprocurement Suspension and Debarment common rule and Drug-Free Workplace common rule apply to this certification. Grantee's attention is called, in particular, to the following definitions from these rules:

"Controlled substance" means a controlled substance in Schedules I through V of the Controlled Substances Act (21 U.S.C. 812) and as further defined by regulation (21 CFR 1308.11 through 1308.15);

"Conviction" means a finding of guilt (including a plea of nolo contendere) or imposition of sentence, or both, by any judicial body charged with the responsibility to determine violations of the Federal and State criminal drug statutes;

"Criminal drug statute" means a Federal or non-Federal criminal statute involving the manufacture, distribution, dispensing, use, or possession of any controlled substance;

"Employee" means the employee of a grantee directly engaged in the performance of work under a grant, including: (i) All "direct charge" employees; (ii) all "indirect charge" employees unless their impact or involvement is insignificant to the performance of the grant; and (iii) temporary personnel and consultants who are directly engaged in the performance of work under the grant and who are on the grantee's

payroll. This definition does not include workers not on the payroll of the grantee (e.g., volunteers, even if used to meet a matching requirement; consultants or independent contractors not on the grantee's payroll; or employees of subrecipients or subcontractors in covered workplaces).

Not that by signing these certifications, certain documents must be completed, in use, and on file for verification. These documents include:

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



Signature/Authorized Official

2-11-13

Date

Don M. Ness
Mayor
403 City Hall
Duluth, MN 55802
Telephone Number: 218-730-5230



Fourth Program Year Action Plan

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

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Fourth Program Year Action Plan

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

Narrative Responses

GENERAL

Executive Summary

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

Program Year 4 Action Plan Executive Summary:

The City of Duluth's 2013 Action Plan is the fourth year investment plan of the 2010-2014 Consolidated Plan for Housing and Community Development. The five-year Consolidated Plan outlines community development issues, partnerships and strategies to meet the needs of Duluth residents, principally those having low or moderate incomes.

The 2013 Action Plan outlines how the City plans to strategically invest federal resources to meet current challenges for low and moderate-income people. The Plan also highlights how Program Year 2013 funding will address a portion of the five-year Consolidated Plan goals.

The City of Duluth annually receives approximately \$2.8 million from three U.S. Department of Housing and Urban Development (HUD) programs:

Community Development Block Grant (CDBG);
HOME Investment Partnerships Program (HOME); and
Emergency Solutions Grant (ESG)

1. Community Development Block Grant Program - \$2.138 million

Community Development Block Grant (CDBG) funds must address one of three national objectives:

- **Benefit Low/Moderate income individuals. City is required to appropriate 70% of the CDBG funds to meeting this objective over a three-year period.**

Low- and Moderate-Income Guidelines for the current CDBG Program

FAMILY SIZE	LOW-INCOME 50% of the Median	LOW-MODERATE INCOME 80% of the Median
1	\$21,850	\$34,900
2	\$24,950	\$39,900
3	\$28,050	\$44,900
4	\$31,150	\$49,850

Duluth's current median income is \$62,300 per HUD calculations

The maximum incomes increase per household size after four persons.

- **Prevent of slum or blight conditions (i.e., vacant buildings, code enforcement and removal of unsafe structures)**
- **Address an urgent need that threatens the health, safety and welfare of the community's residents**

Four eligible categories for CDBG funding:

- a) Housing (examples: homeownership programs, rehabilitation, weatherization)
- b) Economic development (examples: micro-enterprise development, job creation, employment training)
- c) Physical improvements (examples: construction of buildings, public infrastructure improvements)
- d) Public services (examples: health care, childcare, employment training, food programs) According to federal regulations, a maximum of 15% can be allocated to public services.

Recipients eligible for CDBG funding are: for-profit businesses; nonprofit organizations; local units of government (including housing authorities and school districts); and neighborhood supported projects.

2. HOME Investment Partnerships Program (HOME) - \$519,569

The HOME Program provides grants and loans to implement the City of Duluth's housing strategies designed to increase homeownership and affordable rental housing opportunities for low- and moderate-income residents.

3. Emergency Solutions Grant (ESG) - \$222,138

These funds provide operating assistance for homeless shelters and housing facilities, including transitional housing, emergency shelters for individuals and families and for battered women's shelters. ESG funds will also be targeted for

direct cash assistance to get homeless individuals and families rapidly rehoused and to prevent homelessness for persons who are at-risk, for HMIS data collection, input and reporting and for administration of the ESG program.

The objectives targeted in the 2013 Annual Action Plan focus on the three core areas of the City's Community Development Program Mission; addressing **basic needs**, providing **affordable housing** and increasing **economic self-sufficiency**. For Program Year 2013, 100% of the CDBG, HOME and ESG funds will be used for services that will directly benefit low to moderate-income individuals and families with a focus on the City's Community Development Target Areas.

Affordable housing activities being initiated during the 2013 Program Year will focus on the City's core Community Development Target Areas, which have developed citizen-based revitalization plans. The goals include addressing negative impacts of blighted or vacant houses and properties along with the redevelopment of mixed-use opportunities. A primary focus of this effort will be rehabilitation of housing units rather than new construction, due to the escalating construction costs in our region and slow market for new homes. Another key focus is to reduce utility costs through energy efficiency improvements, and as such the Community Development program is implementing a goal of reducing energy consumption in all multi-family unit and single family rehabilitations by 20%.

The investment in these major initiatives has led to the development of a program known as "Duluth at Work," which is patterned after the Portland Model. This model focuses on addressing the employment barriers that people with very low incomes have in our current economy with an outcome of increasing incomes by 25% after three years. The goal is to equip this population with the skills needed to gain access to employment, rather than just taking care of them. This initiative assists with training, childcare and soft skill development, along with many other services to address needs.

Heading Home Sf. Louis County, A Ten-Year Plan to End Homelessness, is an aggressive plan to address a long-time need within the region, and primarily Duluth; that is, people who are chronically homeless. The plan has a number of strategies, including a Housing First Strategy that focuses on getting people into permanent affordable housing instead of temporary shelters. This type of change in policy requires the City to shift how resources are allocated and, as such, has meant a continued transition to funding programs that provide direct benefit to people who are homeless or at risk of becoming homeless.

The Consolidated Plan provides a general outline of community needs, strategies, priorities and performance expectations. Each strategy is tied to an objective that reflects the performance measurement system implemented by HUD to demonstrate the effectiveness of the Community Development programs on both a national and local scale. The three national objectives prescribed by HUD include:

1. Creating suitable living environments,
2. Providing decent housing, and
3. Expanding economic opportunities.

These objectives are matched to outcome criteria that measures:

1. Availability/accessibility,
2. Affordability, and
3. Sustainability.

The following chart shows the outcomes that will be realized through implementation of the objectives outlined in the 2013 Action Plan.

	Accessible		Affordable		Sustainable	
	Beneficiaries	Amount	Beneficiaries	Amount	Beneficiaries	Amount
Decent Housing	4951	\$698,571	183	\$961,167	0	\$0
Economic Opportunity	41	\$328,000	0	\$0	0	\$0
Sustainable Living Environment	22,220	\$194,620	0	\$0	2	\$367,000

This table shows that the City will invest a significant portion of its CDBG and HOME Program allocation for 2013--\$1,482,590, into providing decent, affordable housing for low and moderate-income residents in the community.

As required, HUD conducts an annual performance review of the City of Duluth, and reports the results of the performance review back to the City. The following is a summary of the City's performance review reported by HUD for FY 2012:

- Timeliness in the CDBG Program was at an acceptable rate of 1.19 grant years
- 100% of the 2010 HOME funds had been committed within the 24-month time frame
- 100% of the 2006 HOME funds had been expended within the 5-year time frame
- 100% of the 2010 ESG funds had been spent within the 24-month time frame

The 2013 Annual Action Plan was developed in accordance with the City's Citizen Participation Plan; a complete summary is contained in Appendix B. The process started with a series of Community Forums, including an "on-line" forum, designed to solicit comments from primarily low-moderate income residents living in the City's Targeted Community Development Block Grant neighborhoods. These forums provided the basis for determining what needs should be addressed with the investment of these funds. The development of the forums is done in consultation with social service agencies and nonprofit partners that serve the needs of low-moderate-income people. Also, a public hearing on the Consolidated Annual Performance Evaluation Report (CAPER) was held to review the performance of last year's programs and activities. Applications submitted for funding to address the

Community's needs were reviewed by the Community Development Committee (CD Committee), which is a committee of citizens who advise the City Council and the City Administration. The CD Committee announced a preliminary budget for the 2013 Annual Action Plan and then published this budget for a 30-day public comment period. Following the public comment period, a Public Hearing was held on the proposed investment strategy as outlined in the 2013 Action Plan, at which time they heard public testimony and reviewed the citizen comments submitted. All comments submitted were accepted; a summary is contained in *Appendix A*.

General Questions

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

Action Plan General Question Response:

The following pages illustrate the geographic areas where the Community Development assisted activities will benefit low-moderate income persons in designated Target Areas. The Community Development Division estimates 85% of the Community Development funds will be utilized within the Community Development Target Areas.

The CD Committee reviewed program proposals and recommended funding activities that meet a "High" priority in the Tables 1A, 2A and 2B, meaning that the Jurisdiction would fund these activities within the five-year Consolidated Plan. The only "High" priorities not funded in this Fourth Program Year Action Plan as shown on Table 2B were: Neighborhood Facilities, Street Improvements, Sidewalks, and Youth Services, and Transportation Services. No "Medium" priorities are recommended for funding in the FY 2013 Action Plan.

Activities to Meet Under-served Needs

In addressing the needs of under-served segments of the population in Duluth (persons of color, persons with disabilities, hard-to-employ persons and female heads of households), the City will follow a policy of nondiscrimination and equal opportunity. The City will make every effort to reach the under-served to participate in CDBG, HOME, and ESG-funded programs, as well as including the underserved in the Consolidated Planning process, the City's Comprehensive Planning process, and the Neighborhood Planning process. Additionally, Duluth has an Affirmative Marketing policy and an Outreach to Minority and Women-Owned Businesses policy.

In 2013, the City of Duluth will continue to address the needs of under-served populations by initiating activities that:

- Increase employment opportunities for low-income, hard-to-employ persons;
- Increase accessibility for everyone;
- Remove impediments to fair and equal housing choice;
- Remove barriers to affordable housing;
- Reduce lead-based paint hazards; and
- Foster relationships between public, private and nonprofit organizations to promote initiatives targeted to the under-served populations.

Specific activities for 2013 are identified below.

Economic Development Activities

The following 2013 projects will provide increased opportunities to employment for under-served populations.

- **SOAR Duluth at Work (D@W)** - SOAR Career Solutions (SOAR) will provide training, support, case management, job placement, and job retention assistance for Duluth residents at/below 50% of Area Median Income to identify, obtain and keep jobs that increase their income by 25% over three years.

Each D@W client will meet with SOAR staff to complete a validated screening tool, the Employability Measure (EM). A case plan will be developed based on the EM's 11 domains of functioning. Intensive support will be provided to help clients overcome employment barriers and become self-sufficient.

Clients will be enrolled in SOAR workshops as needed. These include:

STEPS, a cognitive program to assist people in changing behaviors and attitudes, building motivation, and gaining a desire to succeed;

Job Basics, a short course on workplace culture and expectations;

Fast Track, a concentrated course on job searching, marketing oneself, job applications, and successful interviewing skills;

The Works, a comprehensive course where individuals discover their career dreams and build skills to reach their goals;

Computer Basic Training, a course for clients who need to overcome computer anxiety and become confident with basic computer skills in order to secure employment.

Additionally, clients will be referred as needed to other community services including Community Action's Circles of Support and FAIM programs, Adult Learning Center, Flexwork, Lake Superior College, the Duluth Workforce Center, American Indian Community Housing Organization's culturally specific supportive services, Minnesota Assistance Council for Veterans, and other community partners.

To support the placement of program participants in full-time employment and to customize training to meet the specific needs of employers, SOAR has relationships with area employers Holiday Inn, Essentia Health, Express Personnel Services, Northstar Aerospace, and the small businesses in the Northeast Entrepreneur Fund's Growing Neighborhood Businesses program. Post job placement retention services will include ongoing case management as needed; individual sessions at SOAR, in the workplace, or in the community; phone calls; letters; e-mail contact; and newsletters for three years. Monthly peer support/ongoing education sessions will be planned and offered.

- **CHUM Supportive Services for Employment** - Churches United in Ministry (CHUM). The project will provide supportive services, including case management, to the target population. Both employees and employers will receive support through the project to ensure their mutual success. Program participants will successfully obtain and maintain employment for three years, during which time they will build a foundation, including obtaining necessary skills and credentials, for ongoing employment at a livable wage with career path potential and realize a minimum of a 25% increase in their income. The program will include the following basic components/steps:

Screening and Assessment

Potential participants will be screened to determine their career option choices (based on skills and interests), as well as barriers they must address to realize these objectives. Those not ready for this program will be given appropriate referrals to existing employment and job training opportunities.

Orientation

Those provisionally accepted into the project will participate in a one-week orientation/training program designed by SOAR Career Solutions. This program will include one-half day of basic life skills information (i.e. appropriate dress and language, how to handle child care problems, calling in to work when sick, etc.), as well as job interview skills. The individual, with case management support, is responsible for applying for, and securing a position with one of the participating businesses. Once hired the person becomes a full participant in the project.

Case Management and Supportive Services

The case manager has three primary responsibilities: a) providing support to the participant while holding him/her accountable in carrying out the work plan; b) providing support to the employer and helping ensure that the participant/employee is meeting job expectations; c) problem solving and accessing resources necessary to help the participant achieve stability and job success. Case management will likely be very intense during the first months of employment with a gradual reduction in support as stability is achieved.

Career Ladder Support

Case managers will instill in those they are working with that their initial employment is only the first step in a multi-step process and help them plan the next steps out and access the resources necessary for taking those steps.

Employers will be expected to invest in training their employees. Resources for this (i.e., Lake Superior College, SOAR Career Solutions, Adult Learning Center, etc.) will be made available and shaped to meet the needs of employers and employee/participants.

Peer Support Groups will also be organized to provide an opportunity for employees to share not only their problems and frustrations, but also their dreams. Resources can be brought to these meetings (i.e., SOAR, Lake Superior College, Habitat, Northern Communities Land Trust, Early Childhood and Family Education) that can help participants see how these dreams can be realized.

- **Futures Program-** Life House. Life House will assist youth, ages 16-20, from CDBG targeted neighborhoods to become self-sufficient through employment training, job placement, education, and other services which lead to a 25% income increase over three years.

The Life House Futures Program poverty reduction “best practices” include working with a small number of youth that have common needs, developing long term mentorships between staff and the youth, fostering peer support through group training sessions, providing education supports, meeting a youth’s support needs comprehensively, and involving local employers. The program has job commitments from Goodwill Industries, Cartier Agency, Inc, and Residence Inn.

- **Circles of Support** - Community Action Duluth. The goal of this project is to provide program participants, a targeted population of low-income single mothers, with employment readiness training, job coaching, removal of employment barriers and employment support to assist them with becoming economically self-sufficient. The overall goal is increasing participant income by 25% over a three-year period.

The first part of the program provides participants with opportunities to enhance their job readiness skills. The skill training includes resume writing, completing employment applications, interviewing and communication skills, appropriate work

attire, handling responsibilities, and financial management skills. This training allows the participants to progress as a group which serves as a support network. After completion of the job readiness training and based upon the needs of the employer for the work to be completed, participants will move into employment opportunities.

The program has job commitments from Interim Health Care for positions in Homemaker Companion and Certified Nursing Assistants.

- **Growing Neighborhood Businesses** - Northeast Entrepreneur Fund, Inc. (NEEF). This project will provide vital one-on-one business development and expansion technical assistance and training for existing LMI qualified small-business owners in Duluth Target Areas (East Hillside, Central Hillside, Lincoln Park, Morgan Park, and West Duluth), with goals of job creation and overall business growth of 25% in three years.

The Northeast Entrepreneur Fund will work closely with the At Home in Duluth Core Group, Spirit Valley Citizens Neighborhood Development Association (SVCNDA), Lincoln Park Business Group, and the Hillside Business Association to help grow strong, vital neighborhood businesses that create new jobs for persons in the five targeted neighborhoods in order to increase their economic self-sufficiency.

Through Growing Neighborhood Businesses (GNB), the Entrepreneur Fund will provide vital business development and expansion technical assistance and training to existing small business owners in the targeted neighborhoods who currently have at least one paid employee and want to expand their business and create new jobs.

A Northeast Entrepreneur Fund Business Developer will be assigned full-time to work with business owners in the five neighborhoods. The Business Developer will actively market and recruit existing business owners for the GNB project, meet on-site with each business, and be available for office hours at the neighborhood business associations' offices. Recruitment methods will include presentations at neighborhood business and community associations, flyers posted in the neighborhoods, word-of-mouth marketing, and active networking among local businesses.

Once recruited, each business owner will work closely with the GNB Business Developer to provide an initial need assessment and build a plan for the future. This plan could include specific assistance with business and financial planning for expansion, sales and marketing, new product or service development, and Human Resource Planning - technical assistance with the ultimate goal of job creation and overall business growth of 25% in three years.

Public Facilities Activities

The following 2013 projects will provide a more sustainable living environment and increased accessibility for under-served populations.

- **Hillside Apartments for One Roof Housing**

This project focuses on the building of six emergency shelter units for homeless families as part of the One Roof/Center City Housing Hillside Apartments project that will result of the creation of 44 units of permanent supportive housing in addition to the 6 shelter units.

- **LIFELINE Building for Homeless Youth – Life House**

Life House, located in downtown Duluth, will make improvements to the LIFELINE Building, a nonprofit-owned facility located in a CDBG neighborhood. Life House provides a wide variety of services to homeless and at-risk youth and young families who meet the LMI income guidelines. Examples of their services include transitional housing, employment training, education and health services. Facility improvements will increase the accessibility and delivery of vital services (basic needs) for homeless youth ages 14-20 in Duluth, MN. This is a two phase project with Phase One consisting of a new heat exchanger and air handlers and Phase Two consisting of improvements to office space, flooring and window replacement.

Public Service Activities

The following 2013 public service projects will provide increased opportunities to access employment and increased access to fair and equal housing choice for under-served populations.

- **Damiano Center's Clothes That Work and Social Service Programs** help to enhance opportunities to employment for low-income, under-served populations. The Clothes That Work Program provides free professional and job-appropriate work attire for participants who are employed or seeking employment. In addition, Damiano Social Service Program helps to increase employment opportunities and reduce transportation barriers for low-income persons by making bus passes available to get to work or job interviews. By reducing barriers to employment, program participants have greater opportunities to increase their economic self-sufficiency.

Housing Activities

The following 2013 projects will provide increased accessibility as well as remove impediments to fair and equal housing choice and barriers for under-served populations.

- **Housing and Redevelopment Authority (HRA) of Duluth Homeless Rental Assistance Program (TBRA).** This HRA program provides rental assistance to homeless families. The program is similar to the "Section 8" Housing Voucher Program. However, applicants can have immediate access to a voucher, and persons with some types of criminal histories can be housed who would be rejected under the regular "Section 8" guidelines.
- **Multi-Family Development by One Roof Community Housing, Center City Housing, and CHUM** to develop additional affordable rental units for homeless

families including the availability of supportive services. Many of these units will be for families with a member who has been diagnosed has having a disability.

Summary of Community Development Resources for Proposed FY 2013 Action Plan

The total recommended investment available for the FY 2013 Action Plan is in the following table:

Source	Amount	Comments
HOME	\$519,569	FY 2013 Grant estimated
ESGP	\$222,139	FY 2013 Grant estimated
HOPWA	\$0	The City is not eligible for HOPWA funds but, as shown on Table 2, supports applications for them.
CDBG	\$2,138,165	FY 2013 Grant estimated
CDBG	\$0	Reprogrammed funds from earlier allocations
Program Income	\$203,610	[See narrative below]
Float Funds	\$0	No activities planned using this type of funding.
Total	\$3,083,482	
Total Available for FY 2013 Action Plan Activities	\$2,879,872	[Some program Income funds are available for allocation to FY 2013 projects. See narrative below.]

Program Income

The City does anticipate having program income available for allocation to projects in FY 2013. Although there will be program income generated, most of these funds are generated by revolving loan funds which have already been obligated for CDBG eligible activities via individual subrecipient contracts. Neighborhood Housing Services (now incorporated with One Roof Community Housing) and HRA's rental rehabilitation are in the form of repaid revolving loan fund reimbursements generated by the projects, which remain with the projects to fund future eligible activities.

The 2011 Grantee Performance Report and financial audits project \$203,610 in estimated program income to be generated in 2013. These program income funds will be utilized by the two agencies for housing rehabilitation activities.

Program income generated by the collection of payments from "due on sale" loans or deferred grants in the form of housing lien reimbursements or the reallocation of funds from previous program years in the amount of \$0 in CDBG-funded activities will be utilized in the FY 2013 funding recommendations.

In addition, the City owns or controls tax forfeited land that could be used for housing, community development, or economic development projects. The City may use proceeds from the sale of property during the FY 2012 Community Development program in the amount of \$192,500 from the sale of the former Lincoln Hotel.

Funding Sources and Leveraging

FY 2013 ACTION PLAN FUNDING SUMMARY		
Funding Source	Amount	% of Total
CDBG	\$2,138,165	7.3%
HOME	\$519,569	1.8%
ESGP	\$222,138	0.8%
Other	\$26,281,322	90.1%
Total	\$29,161,194	

The table above summarizes the various funding sources proposed to underwrite the FY 2013 Action Plan. As shown in the table, \$2,879,872 in CDBG/HOME/ESGP funds will leverage an additional \$26,281,322. The ratio of Community Development funds to leveraged funds is 1:9.1. "Other" funding sources include other federal programs, foundations, City, self-generated fees, donations, and private donors.

It should be noted that funding amounts are estimates and may change pending success of applicants' requests to foundations, fund drives, and level of actual self-generated fees. The leverage amount in this year's Action Plan is higher due to the investment of Minnesota Housing Finance Agency into the Hillside Apartments development. We are still encountering a down turn in foundation and other federal funding resources due to the slow economic recovery.

The City requires all grantees receiving ESGP funds to submit evidence, such as contracts or grant award letters, that they have obligated dollar-for-dollar matching funds from nonfederal revenue source(s), to identify and include the match in the project budget, and to document expenses covered by matching funds with each request for grant monies. The match requirements are incorporated within the executed grant agreement between the City of Duluth and the subgrantee.

To ensure documentation of match for the HOME Program, all grant agreements in categories requiring match include the following stipulation: "At City's request, (*subgrantee*) shall be responsible for requiring that a Matching Contribution be available or in place with regard to such HOME funds which, when taken together with the aggregate of HOME grants previously extended under the HOME Program, meets the requirements for Matching Contributions as set forth in the HOME Program statutes and regulations promulgated thereunder." In the past, the City has asked HOME-funded projects to provide documentation of awarded foundation and/or State of Minnesota grants. These sources have provided match contributions far exceeding the annual liability, and allowed for significant excess match to be carried over into future years.

As required by HUD regulations, the City has adopted policies encouraging involvement in the HOME Program by minority and women-owned businesses. This document, "Affirmative Marketing/Outreach to Minority and Women-Owned Businesses," is on file in the office of Community Development. The City has also developed guidelines on recapture and/or resale restrictions for applicable affordability periods that govern homeownership projects. For these guidelines, see Appendix C - Recapture/Resale Guidelines for Home Buyer Activities.

Managing the Process

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

Action Plan Managing the Process response:

On behalf of the City of Duluth, the Community Development Division of the Planning and Construction Services Department has the lead agency responsibility for formulating plans and strategies for housing and community development efforts. The Division is directly responsible for administering and developing the Consolidated Plan, which outlines the community's goals and investment strategies for the Community Development Block Grant (CDBG) Program, HOME Investment Partnerships Program (HOME) and Emergency Solutions Grant Program (ESGP). Also, the Community Development Division works with other City departments, the Housing and Redevelopment Authority of Duluth, neighborhood and citywide non-profit groups to implement the Community Development program.

An advisory group of citizens assists with reviewing community development strategies by providing direct citizen input into the planning and prioritization process. That group is the Community Development Committee (CD Committee). The CD Committee is made up of 11 communitywide representatives. The CD Committee is advisory to the City Administration and the City Council.

The participation process for the Community Development Program is detailed in the *City of Duluth Citizen Participation Plan, February 2009* publication. In general terms, the process consists of two tiers: CD Committee, which provides community perspectives on the Community Development Program; the Neighborhood Forums (hearings) which have CDBG-eligible Target Areas and represent neighborhood perspectives. These forums are meant to provide a more interactive setting from which to seek input on neighborhood priorities and needs.

The Community Development Division, as the lead entity, strives to involve many partners in addressing community development needs and issues. As noted in the

following section, there are many other participants involved with housing and community development issues and programs in Duluth. As the lead agency, the Division strives to achieve close cooperation among these other entities.

Two major events helped to shape the principles in the development of the Consolidated Plan from a community needs assessment and the direction of fund distribution. One item was the Community Impact Report developed and released by the United Way. This report outlined trend data in the basic areas of community development from housing, education, social service delivery and youth development. Many of the Community's partners provided information and discussed how the focus on children will have a major benefit on the youth development and future service needs. The other event that shaped the fund distribution philosophy was the meeting of the Duluth Grantor's Alliance in March 2011. This alliance is made up of all the foundations in the community, along with the City, County and the United Way. The Alliance outlined the impact of funding reductions and the funding decisions area Foundations would be making in 2011 and 2012 due to the decline in the market place.

The Duluth Grantor's Alliance has continued to play a major role in the coordination of funder's effort to address community needs. Following the major flood that took place in June, 2012, the Grantor's Alliance immediately called together the funders and the non-profit agencies that were working on addressing the emergency needs of flood victims. This allowed for a more comprehensive response across the disaster area, which includes Carlton, St. Louis, and Lake County, and Douglas County in Wisconsin. The full impact of the disaster is still evolving, and the ramifications are expected to be felt for another two to three years. This may result in a future re-evaluation of Consolidated Plan priorities.

During the course of preparing the Consolidated Plan, Community Development staff met with numerous individuals and agencies to gain information and insight into Duluth's housing and community development needs. These agencies have working programs and statistical information pertaining to persons with low and moderate incomes. The following agencies were consulted and have a combined interest with the City in furthering community development goals:

- St. Louis County Health & Human Services Department
- Arrowhead Regional Development Commission
- Duluth Affordable Housing Coalition
- Center for Alcohol and Drug Treatment
- Human Development Center
- Housing and Redevelopment Authority of Duluth (HRA)
- Community Action of Duluth
- Duluth Workforce Center
- Duluth Workforce Development Division
- Community Development Committee
- St. Louis County Community Development
- Local Initiatives Support Corporation
- Superior Community Development Office
- United Way of Greater Duluth

Ordean Foundation
Northland Foundation

During the 2013 Action Plan year, the City's Community Development Division will participate in a process with the other major Emergency Food System funders, the Ordean Foundation, the United Way of Greater Duluth, and the Northland Foundation, including the Second Harvest Northern Lakes Food Bank. It is anticipated that this process will yield a good partnership with the funders and service agencies in assessing the a better connection to food services to the youth, in particular after school nutrition programs.

Community Development staff will continue coordination activities in 2013 with St. Louis County Health and Human Services to facilitate the restructuring of the Continuum of Care process to align with regulations set forth under the HEARTH Act Amendment to the McKinney Vento Act, and revisions to the federal ruling for the Emergency Solutions Grant (ESG) and Continuum of Care (CoC) programs. Of primary focus in the 2013 Program Year, will be implementing a Coordinated Intake and Assessment Process for Duluth and St. Louis County (the region covered under the CofC). In 2012, City and County staff, along with the Affordable Housing Coalition (AHC) and Rural Housing Coalition (RHC) (the two groups comprised of all the homeless, and affordable housing and service providers in Duluth (AHC) and in Northern St. Louis County (RHC) and others) began the process of restructuring the CoC process by creating a Leadership Council that is made up of County Board and City Council appointed representatives that oversee all of the activities under the County's 10-Year Plan to End Homelessness, including the CoC, the ESG and the Family Homeless Prevention and Assistance (FHPAP) programs, funding allocations and other activities.

In June, 2012, Duluth experienced a major flood event that resulted in a Presidential Disaster Declaration. Many homes and businesses had damage, including destruction of property, structural damage to buildings, basement flooding that ruined furnances and other major appliances, and loss of personal items. Impacts from this flood event are expected to last for a minimum of two to three years. The City of Duluth, as well as the community's non-profit social service and housing rehab agencies, will continue to coordinate with the long-term flood recovery efforts that will be ongoing in 2013.

Citizen Participation

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

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

Action Plan Citizen Participation response:

Early in the development of the Action Plan, a series of community forums were held in Community Development Target Areas that served as Community Development and Housing Needs public hearings. The purpose of these forums was to gain comment, information and insights into community needs and opportunities. The community forums were held at the Harrison Community Center on May 22nd and Grant Community Center on May 24th. These forums were aimed at engaging citizens from all our Community Development neighborhoods in a dialogue on issues and needs for persons with low and moderate incomes in a less formal and more interactive setting. People were explained the funding process for the programs and then were asked how they would prioritize the funding to meet community need. This exercise was first completed by housing and social service agencies at the Affordable Housing Collation on May 5, 2012. A summary of the prioritization can be found in Appendix B.

A public hearing was held by the CD Committee on June 26, 2012, for the purpose of reviewing the previous year's program performance as outlined in the 2011 CAPER. This enabled citizens to ask questions about monitoring issues and learn more about the program's outcomes. Also, the committee reviewed the priority needs tables from the Consolidated Plan.

A 30-day public comment period was advertised in the Duluth News Tribune on November 1st continuing until December 3rd. This notice was also placed on the City's website.

A second public hearing was held on December 4, 2012, to receive public comment on the proposed FY 2013 funding recommendations and the goals of the 2012 Annual Action Plan of the 2010-2014 Consolidated Plan.

All meetings for the Community Development Program are conducted according to the state "open meeting law," including community forums and CD Committee meetings. Meetings of these groups are held during evening hours at public locations accessible to persons with disabilities. Copies of the meeting notices are forwarded to the Office of the City Clerk, where they are placed on public display and kept on file. In addition to the traditional time and location information, the ads and news releases include information on the purpose and proposed content of the subject matter to be heard. In the event a Public Hearing is expected to be attended by a significant number of non-English speaking or hearing impaired individuals, a translator is provided.

Information relating to the Action Plan and specific project proposals is maintained in the Community Development Office, Room 407, City Hall and is available for the public to view and obtain copies; also, a summary of this information is available on the Community Development Division's website.

In addition, a library of information relevant to housing and CDBG issues and programs is available at the Community Development Office.

Public Comment on Action Plan

Appendix A contains a summary of public comments and the City's responses to the comments on the Action Plan. Appendix B has a summary of each public hearing held during the development of the FY 2013 Annual Action Plan of the 2010-2014 Consolidated Plan.

Efforts to Broaden Citizen Participation

Participation from citizens is necessary for a community to craft and implement community development initiatives that meet the needs of its citizens. The City of Duluth has been fortunate to have broad participation in the planning process, but the process of obtaining and enhancing citizen participation is constantly changing with new technologies and social patterns. More people are connecting to the internet for various activities: gathering information about programs or meetings, obtaining updates on current events, providing opinions on public programs, just to name a few. A growing trend with public meetings is the use of cable access television to provide people with an additional access to public processes. In the Consolidated Planning process these mediums have been utilized to provide more access to the planning and recommendation process through the City's website and televising meetings on the Public Access channels. This will remain a constant method for expanding participation, including publishing monthly ads on the Community Development process in the Hillsideer Newspaper, which is a free newspaper that is focused on a large part of the City's Core Community Development Target Area.

A successful method of broadening participation has been the "Community Forums." These sessions allowed citizens to interact in smaller groups to determine neighborhood needs and issues. Then each group reported back priorities to the larger group. A primary goal for the Action Plan in that process was to encourage people with low and moderate incomes from outside the current CDBG Target Areas to become active in the Action Plan development process. Our partners in the community (Community Action Duluth, Churches United in Ministry, Damiano Center, and the HRA) assisted with getting the notice out to under-served populations, including public housing residents, and by bringing program participants to those forums. Another method of expanding this Community Forum approach has been to have an "On-line Community Forum" during the two-week time period of the traditional forums. By utilizing the City's Website and hosting an on-line forum with different questions each day, the Community Development Division was able to get more participation from people who would not have otherwise had the opportunity to attend in person. A summary of these comments may be found Appendix B.

Institutional Structure

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

Action Plan Institutional Structure response:

In 2013, to strengthen partnerships for the delivery of services as identified in the Annual Action Plan, the Community Development Division will continue working with St. Louis County on implementing a Coordinated Intake and Assessment Process and strengthening the *Ten-Year Plan to End Homelessness*. In addition, City and County staff will continue to focus developing more analysis of the HMIS data from ESG sub-grantees and other Continuum of Care agencies for better quality planning and system coordination with service providers and working towards our goal of reducing the average number of days in shelter.

Another initiative will be the coordination with the City's Community Development Division and other major Emergency Food System funders such as the Ordean Foundation, the United Way of Greater Duluth, and the Northland Foundation, as well as the Second Harvest Northern Lakes Food Bank. It is anticipated that this process will yield a good partnership with the funders and service agencies in assessing the a better connection to food services / nutrdition to the youth, in particular "out of" and "after school" nutrition programs.

Monitoring

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

Action Plan Monitoring response:

The Community Development Division and City Auditor's Office will conduct an annual risk assessment of subrecipients. This risk assessment will be based upon material weaknesses cited in audits, and on their performance in submitting appropriate documentation of expenditures, demographic information and other contract requirements. A high-risk subrecipient has material weaknesses and/or significant deficiencies in their audit relating to the above-mentioned federal programs, lacks sufficient accounting policies and procedures to safeguard federal assets, and/or submits inaccurate payment request documentation and/or late demographic reports. On-site monitoring consists of financial monitoring and programmatic compliance. We will continue ongoing technical assistance training on regulations, including lead-based paint, environmental review, income verification, procurement and other federal requirements as a method for continuous staff training with the City's subrecipients.

The CD Committee will hold a CAPER (Consolidated Annual Performance Evaluation Report) Public Hearing for the purpose of reviewing accomplishments during the previous year within 90 days of the completion of the City's Community

Development Program year. The records presented at this hearing are available during normal business hours for public inspection in the Community Development Office.

Lead-based Paint

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

Action Plan Lead-based Paint response:

At this time, the Duluth HRA plans to assess, remediate and clear 91 units of lead-based paint hazards in the coming year. Given the age of the affordable housing stock in Duluth, lead paint remains a major concern, especially for families with young children. Of these units, 50 will be owner occupied, by households with incomes up to 80% of annual median income. The lead hazards will be remediated; however, lead paint will remain in the structure.

The City of Duluth, in collaboration with the HRA, successfully secured a three year, \$1,144,684 grant from the Office of Healthy Homes and Lead Hazard Control to expand the HRA's efforts to address lead paint in rental properties that participate in the Section 8 Housing Voucher Choice program, as well as single family homes. Tenants that will benefit from the reduction in lead hazards will be extremely low-income and low-income families. The American Lung Association will use \$100,000 of the grant funds for a Healthy Homes initiative for families with children who have asthma.

HOUSING

Specific Housing Objectives

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

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

Action Plan Specific Objectives response:

See table 3A for priorities and specific objectives.

Rental Housing Development:

One Roof Community Housing, in partnership with the Duluth HRA, has acquired several adjacent dilapidated rental housing properties in the Central Hillside target

area, in part using FY 2011 CDBG funds. The existing properties will be demolished, and a new 44 unit permanent supportive housing project for homeless families called Hillside Apartments will be constructed on the site. One Roof and Center City Housing, both designated CHDOs, are acting as co-developers. In addition to rental units, CHUM will locate new emergency family shelter and social service offices in the building. Funding sources for the project may include HUD homeless funding (SHP), Minnesota Housing, local public dollars, private sector foundation grants, Low-Income Housing Tax Credits, and a capital campaign.

In 2013, Center City Housing will be using HOME funding for pre-development activities related to future affordable rental housing development.

Housing Rehab:

The Housing Resource Connection will provide homeowner and rental rehab programs, utilizing additional resources including federal lead paint hazard control funds, Greater Minnesota Housing Fund Community Revitalization Fund (CRF) program, reinvestment of program income generated within the HRA's Rental Rehab Revolving Loan Fund, and private matching funds from rental property owners.

Energy Efficiency:

In the 2013 program year, Arrowhead Economic Opportunity Agency, using federal Department of Energy and State of Minnesota Energy Assistance Program funds, will partner with the Equilibrium3 for weatherization. This coordination will insure that comprehensive weatherization (minimum of 20% improvement) will be provided to low income houses including air sealing, insulation, mechanical systems, and necessary health and safety inspections.

Acquisition / Demolition:

The Duluth HRA will utilize local Duluth Economic Development Authority funds for demolition of condemned, vacant and blighted properties.

Special Needs Housing Development:

The Hillside Apartments project proposed for the Central Hillside Neighborhood will include rental units designated for permanent supportive housing, with units designated for families with a disabled member. (See Rental Housing Development section above for additional details on this project)

Tenant-Based Rental Assistance:

The Duluth HRA will oversee the administration of 20 housing vouchers for homeless families under the HOME funded Tenant-Based Rental Assistance Program.

Needs of Public Housing

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

Action Plan Public Housing Strategy response:

In 2013, the Duluth HRA will be awarded HOME program funding for tenant based rental assistance for homeless individuals and families to secure permanent rental housing. Case management services will be provided to ensure housing stability. Of the \$132,500 in HOME funding, the HRA will use \$7,500 for the management of the program, and \$125,000 for housing vouchers.

Public housing residents participate in City funded programs such as Community Action's IDA savings program; and One Roof's acquisition, rehab, resale programs. Residents are encouraged to take advantage of the HRA's Family Self-Sufficiency and Section 8 Housing Voucher homeownership programs.

The City is satisfied that public housing residents are involved with the HRA management through their representative on the Board of Commissioners and active Resident Clubs.

The HRA is a High Performer under HUD's Section 8 program's SEMAP system, and a Standard Performer under Public Housing Assessment System (PHAS), which grades the HRA on management operations, physical conditions, customer service, and financial condition. They expect to regain a High Performer rating in the PHAS in 2012.

Barriers to Affordable Housing

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

Action Plan Barriers to Affordable Housing response:

Co-Locating Permitting and Planning

The offices related to the "One Stop Shop" development services have been co-located on the second floor of City Hall. The coming year will see even greater integration of planning and permitting services, providing a more efficient "user friendly" service for housing development and rehabilitation.

New Zoning Code

The new Unified Development Code was adopted by the City in the summer of 2010. City staff is now working on the adoption of the citywide zoning code, with completion expected in 2013.

Lateral Sewer Lines

Late in 2008, the HRA was awarded CDBG funds to assist low- and moderate income households to repair private sewer lines. Originally, the HRA anticipated helping 60 households by June, 2010. However, the Duluth City Council approved additional local support in the form of partial grants to homeowners. CDBG funds are being used to cover costs above the grant amount. This will significantly increase the number of lines repaired with CDBG, to as many as 200 households. In 2013, the program will continue to assist homeowners.

Demolition of Blighted Properties

The HRA will utilize local DEDA funds to acquire and demolish blighted properties, focusing on the At Home in Duluth neighborhood revitalization areas.

Increased Per Unit Rehab Guidelines

In 2013, the newly formed Housing Resource Connection will increase the coordination of housing rehab programs, resulting in combined funding of rehab projects. By increasing the number of sources, all deficiencies can be addressed at the same time. Total project costs will increase, as all projects will meet the same Rehab Standards.

"Gate Keeper" Approach to Rehab Programs

The Housing Resource Connection (HRC) is a collaborative partnership between One Roof, Duluth HRA, AEOA, Ecolibrium3 and the City's Community Development Division. The HRC is a "one stop shop" for rehab assistance in Duluth. This effort includes uniform intake, inspection services, loan origination and servicing, coordination of rehab efforts, and the co-location of staff. In 2013, applications for assistance will be taken online, at the HRC website.

Lead-Based Paint Funding

The City of Duluth, in cooperation with the Duluth HRA, successfully secured lead-based paint funding from the Office of Healthy Homes and Lead Hazard Control. The year 2013 will be the third year of the three year project focused on properties participating in the Section 8 and TBRA rental subsidy programs.

Foreclosed Properties

One Roof will continue through 2013 to acquire, rehab and resell vacant, foreclosed properties in neighborhoods experiencing high foreclosure rates. The number of foreclosures is decreasing as economic conditions improve.

Housing Market Survey

A survey to determine the actual median value of homes in Duluth will be conducted when HUD issues regulations disallowing the use of the Single Family Mortgage Limits under Section 203(b) of the National Housing Act. HUD's use of the

Duluth/Superior statistical metropolitan area as the basis for determining median value underestimates values within the City of Duluth.

20% Energy Efficiency Requirement

In 2013 funding agreements, any rehab projects using CDBG or HOME Program dollars will be required to increase by 20% the energy efficiency of existing homes.

Tenant-based Rental Assistance

In-kind resources (partial staff salaries, office space, utilities, program supplies and postage) will be used by the Duluth HRA in 2013 to administer, on behalf of the City, the HOME funded Tenant-Based Rental Assistance Program.

Special Assessment Policies

Community Development staff worked with the Special Assessment Board to analyze policies that serve as a barrier to addressing tax forfeit vacant lots and dilapidated structures. Excessive assessments have made the purchase and rehabilitation of existing housing, as well as the rebuilding on cleared sites, cost prohibitive. In 2010, new policies were adopted that limited garbage assessments to only the prior four years, and eliminated those assessments less than \$500. Community Development staff works with the Board to reduce or waive special assessments on lots or buildings that are part of an affordable housing project on a case-by-case basis.

HOME/ American Dream Down payment Initiative (ADDI)

1. Describe other forms of investment not described in § 92.205(b).
2. If the participating jurisdiction (PJ) will use HOME or ADDI funds for homebuyers, it must state the guidelines for resale or recapture, as required in § 92.254 of the HOME rule.
3. If the PJ will use HOME funds to refinance existing debt secured by multifamily housing that is that is being rehabilitated with HOME funds, it must state its refinancing guidelines required under § 92.206(b). The guidelines shall describe the conditions under which the PJ will refinance existing debt. At a minimum these guidelines must:
 - a. Demonstrate that rehabilitation is the primary eligible activity and ensure that this requirement is met by establishing a minimum level of rehabilitation per unit or a required ratio between rehabilitation and refinancing.
 - b. Require a review of management practices to demonstrate that disinvestments in the property has not occurred; that the long-term needs of the project can be met; and that the feasibility of serving the targeted population over an extended affordability period can be demonstrated.
 - c. State whether the new investment is being made to maintain current affordable units, create additional affordable units, or both.
 - d. Specify the required period of affordability, whether it is the minimum 15 years or longer.

- e. Specify whether the investment of HOME funds may be jurisdiction-wide or limited to a specific geographic area, such as a neighborhood identified in a neighborhood revitalization strategy under 24 CFR 91.215(e)(2) or a Federally designated Empowerment Zone or Enterprise Community.
 - f. State that HOME funds cannot be used to refinance multifamily loans made or insured by any federal program, including CDBG.
4. If the PJ is going to receive American Dream Down payment Initiative (ADDI) funds, please complete the following narratives:
 - a. Describe the planned use of the ADDI funds.
 - b. Describe the PJ's plan for conducting targeted outreach to residents and tenants of public housing and manufactured housing and to other families assisted by public housing agencies, for the purposes of ensuring that the ADDI funds are used to provide down payment assistance for such residents, tenants, and families.
 - c. Describe the actions to be taken to ensure the suitability of families receiving ADDI funds to undertake and maintain homeownership, such as provision of housing counseling to homebuyers.

Action Plan HOME/ADDI response:

The City of Duluth is not a recipient of ADDI funds.

HOMELESS

Specific Homeless Prevention Elements

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

1. Sources of Funds—Identify the private and public resources that the jurisdiction expects to receive during the next year to address homeless needs and to prevent homelessness. These include the McKinney-Vento Homeless Assistance Act programs, other special federal, state and local and private funds targeted to homeless individuals and families with children, especially the chronically homeless, the HUD formula programs, and any publicly-owned land or property. Please describe, briefly, the jurisdiction's plan for the investment and use of funds directed toward homelessness.
2. Homelessness—In a narrative, describe how the action plan will address the specific objectives of the Strategic Plan and, ultimately, the priority needs identified. Please also identify potential obstacles to completing these action steps.
3. Chronic homelessness—The jurisdiction must describe the specific planned action steps it will take over the next year aimed at eliminating chronic homelessness by 2013. Again, please identify barriers to achieving this.
4. Homelessness Prevention—The jurisdiction must describe its planned action steps over the next year to address the individual and families with children at imminent risk of becoming homeless.

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

Action Plan Special Needs response:

The City of Duluth has long partnered with St. Louis County (SLC) and in 2007, completed a business plan to end homelessness, *Heading Home St. Louis County, A Ten Year Plan to End Homelessness*. *The 10-Year Plan to End Homelessness* was incorporated into the City's Consolidated Plan and Annual Action Plans. The goals and strategies outlined in the Plan, along with CoC goals implemented by HUD and the Family Homeless Prevention and Assistance Program (FHHPAP) goals implemented by the state of Minnesota (through MN Housing Finance Agency) are used to develop the City's annual and five-year goals and strategies under the CDBG and ESG programs. While the SLC Health and Human Services Department is the lead entity for both the *Ten-Year Plan to End Homelessness*, the region's Continuum of Care (CoC), process and other homeless activities under the FHHPAP city and county staff work closely to implement the activities associated with the planning and provision of housing and services for homeless individuals, families and youth are coordinated through a network of homeless service providers, the Affordable Housing Coalition (AHC) in Duluth, the Rural Housing Council (RHC) in Northern St. Louis County, the Committee to End Homelessness and the Implementation Team for the *Ten-Year Plan to End Homelessness*.

The goal of the *Ten-Year Plan to End Homelessness* and the *Continuum of Care*, through a countywide perspective and distribution of resources, is to help homeless individuals, families and youth to be rapidly re-housed in the most permanent housing possible, increase their housing stability and the housing security that goes along with stability, and to prevent new occurrences of homelessness. With the understanding that homelessness is not caused merely by lack of shelter, but rather involves underlying, unmet physical, economic and/or social needs, the supportive services provided for the homeless are designed to meet those needs. Support services include housing search and placement assistance and referrals to other community resources such as mental health treatment, drug and alcohol treatment, employment training, family support, life skills training, and providing for basic needs such as food and clothing. The SLC Health and Human Services Department and the City of Duluth Community Development Division are collectively responsible for managing the *Continuum of Care* process (since 1995) and the *Ten-Year Plan to End Homelessness* (starting in 2007). In 2010, through the *Continuum of Care* SuperNOFA process, Duluth agencies that help the homeless received \$1,065,699 to provide emergency shelter, transitional and permanent supportive housing beds, housing search and placement assistance and other housing services to help homeless families, singles and youth to obtain and maintain housing stability. In addition, the City's Housing and Redevelopment Authority receives \$292,908 annually to provide shelter plus care vouchers to homeless persons in Duluth. Under the Family Homeless Prevention and Assistance Program (FHHPAP), a program funded through the State of Minnesota and the Minnesota Housing Finance Agency, four Duluth agencies, the American Indian Community Housing Organization, Life House, The Salvation Army and Legal Aid, will receive

approximately \$325,000 in funding to provide prevention and rapid re-housing assistance, legal aid services and advocacy for homeless individuals, families and youth in Duluth. Through the FHPAP program Duluth agencies will assist more than 350 households to move toward greater housing stability through the rapid re-housing and prevention assistance provided by these agencies.

The City-County coordination of homeless activities under the countywide *Ten Year Plan to End Homelessness* is further supported through the allocation of funds under the CDBG, HOME and Emergency Solutions Grant (ESG) programs. In 2013, a portion (60%) of the City's allocation of ESG funds (\$205,466) will be used for the operation of six shelter and transitional housing facilities in Duluth. They include the CHUM Emergency Shelter who provides shelter and services to homeless individuals and families, Safe Haven and American Indian Community Housing Organization Battered Women's Shelters, Minnesota Assistance Council for Veterans (MACV) who provides transitional and permanent supportive housing to homeless veterans. The Salvation Army and Center City Housing who provide transitional and permanent supportive housing to families, single women and women with children. In addition, the City will target 35% of the 2013 ESG funds for homeless prevention activities. The City will also allocate a portion of its overall CDBG funds to address homelessness. Under the 2013 Public Service Category, the City will allocate \$154,975 to programs to support programs and services for homeless persons. These funds will provide emergency shelter and transitional housing support services to help homeless individuals and families obtain permanent housing and improve access to education, employment, medical assistance and other housing support services. Homeless projects funded under the CDBG Public Service category include Safe Haven Shelter, The Salvation Army, CHUM, Life House, AICHO, MAC-V and Center City Housing. Other programs funded under the Public Service category that also assist the homeless include the Duluth Hunger Program, which operates emergency food pantries and soup kitchens throughout the City, Lake Superior Community Health Center, which provides free health care services to homeless and other low-income people in Duluth.

Under the Public Facilities category, the City will allocate \$225,000 for construction of 6 family homeless shelter units within an overall housing project for homeless families that will also provide 44 additional permanent supportive housing units in the Duluth community.

In addition to 2013 CDBG funds allocated for homeless housing and shelter, the City will also allocate HOME Program funds in the amount of \$250,000 to assist with the construction of 44 units of Permanent Supportive Housing for the homeless. The six shelter units identified above will be a part of this overall housing project for the homeless. Lastly, the City has been allocating HOME funds to support a Tenant-Based Rental Assistance Program for several years and will allocate \$125,000 for the TBRA program in 2013. The HRA will administer the TBRA program, which provides rental vouchers to homeless families who are currently not eligible for Section 8 or Public Housing assistance. Program participants may receive rental assistance for up to two years, or until they are approved for a rental assistance voucher under the Section 8 program.

Specifically, the City of Duluth, in conjunction with the Consolidated Plan and the Ten-Year Plan to End Homelessness, will address homelessness in 2013 in a variety of ways. HOME funds will be used to move homeless individuals and families to independent living and housing stability by providing housing vouchers through the Tenant-Based Rental Assistance Program. CDBG Public Service funds and ESGP funds will be used to provide emergency shelter and transitional housing beds and support services to homeless individuals, families and youth. Persons exiting out of these programs will be assisted in obtaining stable housing and moving to independent living. Also in 2013, HPRP funds will be used to provide rapid re-housing assistance and case management services to homeless individuals, families and youth who are homeless to help them move to independent living and achieve housing stability.

The goals established in the Consolidated Plan to address chronic homelessness are to create additional permanent housing units targeted specifically for this population. One of the goals outlined in the *SLC Ten-Year Plan to End Homelessness* was to establish uniform discharge protocols and procedures that prevent people who are being released from county institutions from being discharged into homelessness. Adult Protocol Business Plan was completed in 2008. The discharge plan outlined transition process steps, based on an evidence-based model called Critical Time Intervention, a standardized assessment utilized by all discharging entities upon client admission to identify those at risk of homelessness, specific services to be offered to all clients and additional services offered to at-risk clients. The Discharge Plan also outlines collaborative partner roles and responsibilities, including coordination, information sharing, staffing patterns for institutional-based and community-based staff, and training. In 2010, St. Louis County received funding to conduct a pilot project with County correctional facilities to implement the discharge plan. Implementation of the project went well, but no new funds were allocated toward discharge planning activities once the pilot project ended. However, many of the established protocols implemented under the pilot continue to be used. Members of the Affordable Housing Coalition along with City and County staff, correctional staff and hospital emergency staff, under the leadership of the Minnesota Assistance Council for Veterans, have just begun planning the evaluation of the pilot project and implementation of discharge protocols, and in 2013 will continue to evaluate that aspect of homeless prevention.

In addition, City and County staff, in coordination the Leadership Council and members of the Homeless Response Committees under the Affordable Housing Coalition and the Rural Housing Coalition, will continue to realign the goals and objectives in the 10-Year Plan to End Homelessness with the HEARTH Act, and the revised ESG and CoC program regulations.

Emergency Shelter Grants (ESG)

(States only) Describe the process for awarding grants to State recipients, and a description of how the allocation will be made available to units of local government.

Action Plan ESG response:

The City of Duluth does not receive state ESG funds.

COMMUNITY DEVELOPMENT

Community Development

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

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

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

Action Plan Community Development response:

Table 3A on the following pages outlines the City's response to the long and short-term Community Development objectives.

In the event that the City's funding level is reduced, depending on the amount, the programs will be reduced proportionately.

Table 3A Summary of Specific Annual Objectives																	
IDIS Code	Housing Objective Priority Need	Funding Source	Performance Indicator	2011 Goal	2011 Actual	2011 Source Amount	2012 Goal	2012 Actual	2012 Source Amount	2013 Goal	2013 Actual	2013 Source Amount	Percent of 5yr Goal	5 Year Goal	5 Year Actual	% Achieved of 5 Yr actual	Outcome/Objective
05S	Rental Housing Subsidies		Households	17	32		20	0		20			130%	50	43	86%	
	Tenant Based Rental Assistance - HRA	HOME	Households		10		20		\$ 125,000	20		\$ 125,000					DH-1
	Tenant Based Rental Assistance - HRA	HOME	Households	17	22	\$ 104,500											DH-1
12	New Construction		Housing Units							44			63%	70	0	0%	
	Hillside Apartments - One Roof Community Hsg	HOME	Housing Units							44		\$ 250,000					DH-1
13	Direct Homeownership Assistance		Households	12	8		11	0					51%	70	9	13%	
	FAIM IDA's & Down Payment Asst.- Comm. Action	CDBG	Households	12	8	\$ 60,000	11		\$ 55,000								DH-1
14A	Single Unit Residential Rehab.		Housing Units	9	38		40	0		79	0		48%	350	56	16%	
	Duluth Property Rehab. Program - HRA	CDBG	Housing Units		24		40		\$ 225,000	75							DH-2
	Duluth Property Rehab. Program - HRA	HOME	Housing Units	9	0	\$ 180,000				4		\$ 79,619					DH-2
	Duluth Lateral Lines RLF - HRA	CDBG	Housing Units		14												
14B	Multi-Unit Residential Rehab.		Housing Units	60	41		60	0		30	0		90%	250	41	16%	
	Duluth Property Rehab. Program - HRA	CDBG	Housing Units		41		60		\$ 200,000	30		\$ 188,741					DH-2
	Upper Transitional Rehab - Center City Housing	HOME	Housing Units		0												DH-2
	Lower Transitional Rehab - Center City Housing	HOME	Housing Units		0												DH-2
	Duluth Property Rehab. Program - HRA	CDBG	Housing Units	60	0	\$ 219,000											DH-2
14F	Energy Efficiency Improvements		Housing Units	87	85		44	0		72			64%	550	147	27%	
	Duluth Weatherization Program - AEOA	CDBG	Housing Units	30	36	\$ 180,000	44		\$ 171,320								DH-2
	Duluth Energy Efficiency Program - Common Ground	CDBG	Housing Units		49												DH-2
	Duluth Energy Efficiency Program - Equilibrium 3	CDBG	Housing Units	57	0	\$ 116,500											
	Coordinated Duluth Weatherization Prog- AEOA/ECO	CDBG	Housing Units							72		\$ 180,407					DH-2
14G	Acquisition for Rehabilitation		Housing Units	40	6		7	0					53%	110	6	5%	
	Rehabilitation & Resale - NCLT	HOME	Housing Units		6		7		\$ 316,839								DH-2
	Multi-Family Development - NCLT	CDBG	Housing Units	32	0	\$ 200,000											DH-2
	Rehabilitation & Resale - NCLT	HOME	Housing Units	8	0	\$ 327,467											
14H	Rehabilitation Administration		Organization	1	1		1	0		1	0		80%	5	2	40%	
	Duluth Property Rehab. Program - HRA	CDBG	Organization	1	1	\$ 436,253	1		\$ 325,659								DH-2
	Housing Service Connection - HRA/One Roof Cmty	CDBG	Organization							1		\$ 325,659					
21I	CHDO Pre-development		Organization	2	2		2	0		1			70%	10	4	40%	
	Predevelopment - NCLT	HOME	Organization	1	1	\$ 17,999	1		\$ 12,890								DH-2
	Predevelopment - Center City Housing	HOME	Organization	1	1	\$ 17,999	1		\$ 12,890	1		\$ 13,000					DH-2
	Total of Housing Objective					\$ 1,859,718			\$ 1,444,598			\$ 1,162,426					

IDIS Code	Economic Development Objective Priority Need	Funding Source	Performance Indicator	2011 Goal	2011 Actual	2011 Source Amount	2012 Goal	2012 Actual	2012 Source Amount	2013 Goal	2013 Actual	2013 Source Amount	Percent of 5yr Goal	5 Year Goal	5 Year Actual	% Achieved of 5 Yr actual	Outcome/ Objective
18A	ED Direct Financial Assistance		Jobs	57	54		35	0		33			83%	200	95	48%	
	SOAR Duluth At Work - Project SOAR	CDBG	Jobs	20	22	\$ 160,000	14		\$ 112,000	15		\$ 120,000					EO-1
	Employment & Training - CHUMWorks	CDBG	Jobs	15	17	\$ 120,000	9		\$ 72,000	9		\$ 72,000					EO-1
	NYS JET (Jobs, Education & Training) - NYS	CDBG	Jobs	5	6	\$ 40,000	2		\$ 16,000								EO-1
	Futures Program - Life House	CDBG	Jobs	6	6	\$ 48,000	3		\$ 24,000	3		\$ 24,000					EO-1
	Circles of Support - Community Action Duluth	CDBG	Jobs	11	3	\$ 90,500	7		\$ 56,000	6		\$ 48,000					EO-1
18B	Economic Development Technical Assistance		Businesses	8	9					8			55%	40	19	48%	
	Growing Neighborhood Businesses- NE Entrepreneur	CDBG	Businesses	8	9	\$ 66,500	8		\$ 64,000	8		\$ 64,000					EO-1
	Total of Economic Development Objective					\$ 525,000			\$ 344,000			\$ 328,000					
IDIS Code	Public Facilities Objective Priority Need	Funding Source	Performance Indicator	2011 Goal	2011 Actual	2011 Source Amount	2012 Goal	2012 Actual	2012 Source Amount	2013 Goal	2013 Actual	2013 Source Amount	Percent of 5yr Goal	5 Year Goal	5 Year Actual	% Achieved of 5 Yr actual	Outcome/ Objective
03C	Homeless Facilities		Facilities	0	0		0	0		2			200%	1	0	0%	
	Hillside Apartments Public Facility	CDBG	Facilities							1		\$ 225,000					SL-3
	LIFELINE Building	CDBG	Facilities							1		\$ 142,000					SL-3
03D	Youth Centers		Facilities	0	0		1	0									
	Lincoln Park School for Boys & Girls Club						1		\$ 50,000								SL-3
03E	Neighborhood Facilities		Facilities	0	2		1	0					50%	6	2	33%	
	Memorial Park Community Center	CDBG	Facilities		1												SL-3
	Damiano Accessibility Project	CDBG	Facilities		1												SL-3
	Damiano Soup Kitchen Renovations	CDBG	Facilities				1		\$ 313,790								SL-3
03K	Street Improvements		Households	20	7		0	0					10%	200	7	4%	
	Street Assessment Assistance	CDBG	Households	20	7	\$ 84,000											SL-2
03L	Sidewalks		Facilities	20	10		0	0					38%	110	10	9%	
	Curb Ramp Accessibility & Sidewalk Improvement VII	CDBG	Facilities	20	10	\$ 61,495											SL-3
	Total of Public Facilities Objective					\$ 145,495			\$ 363,790			\$ 367,000					

City of Duluth

IDIS Code	Public Services Objective Priority Need	Funding Source	Performance Indicator	2011 Goal	2011 Actual	2011 Source Amount	2012 Goal	2012 Actual	2012 Source Amount	2013 Goal	2013 Actual	2013 Source Amount	Percent of 5yr Goal	5 Year Goal	5 Year Actual	% Achieved of 5 Yr actual	Outcome/ Objective
03T	Transitional Housing Services		People	245	279		1321	0		2566			483%	900	561	62%	
	Transitional Housing Program - S. Army/WCDO	CDBG	People	180	190	\$ 52,272											DH-1
	Permanent Support Housing - CCHC	CDBG	People	65	89	\$ 19,360	91		\$ 15,840	72		\$ 15,280					DH-1
	Homeless Stabilization Services - CHUM	CDBG	People				900		\$ 30,055	900		\$ 27,950					DH-1
	Oshki Transitional Housing Services - AICHO	CDBG	People				30		\$ 4,290	40		\$ 3,150					DH-1
	Transitional Housing Services - CCHC	CDBG	People				120		\$ 19,394	91		\$ 18,810					DH-1
	Transitional Housing Services - MACV	CDBG	People				80		\$ 15,000	80		\$ 15,000					DH-1
	Family Transitional Housing Services - Salvation Army	CDBG	People				100		\$ 17,616	100		\$ 16,730					DH-1
	Coordinated In-take Process	CDBG	People							1283		\$ 12,085					DH-1
05	Essential Services		People	9100	14995		14409	0		15320			111%	43000	31905	74%	
	Duluth Hunger Project - CHUM	CDBG	People	8000	13324	\$ 72,600	12000		\$ 64,703	12000		\$ 65,550					SL-1
	Clothes that Work - Damiano Center	CDBG	People	1100	1671	\$ 19,360	1100		\$ 17,617	1200		\$ 16,500					SL-1
	Feeding Kids thru Youth Programs - YMCA	CDBG	People				1309		\$ 21,170	2120		\$ 20,810					SL-1
05D	Youth Services		People	950	1357		0	0					44%	4000	2995	75%	
	Youth Development Collaborative - YMCA	CDBG	People	950	1357	\$ 84,422											SL-1
05E	Transportation Services		People	0	0		0	0					0%	100	0	0%	
																	EO-2
05G	Services for Battered/Abused Spouses		People	550	561		500	0		500			103%	2000	1247	62%	
	Battered Women's Shelter Programs	CDBG	People	550	561	\$ 30,976	500		\$ 17,617	500		\$ 17,100					DH-1
05I	Crime Awareness		People	0	0		0	0					0%	20000	0	0%	
05K	Tenant/Landlord Counseling		People	0	0		0	0					17%	1250	0	0%	
	Housing Access Center - Damiano	CDBG	People														DH-1
05M	Health Services		People	2700	4467		6300	0		6300			150%	12000	11947	100%	
	Primary Health Care for Low-Income People	CDBG	People	2700	4467	\$ 74,536	6300		\$ 66,480	6300		\$ 62,890					SL-1
05N	Abused and Neglected Youth		People	600	679		520	0		600			64%	3600	1328	37%	
	LIFELINE Expressway of Youth Services	CDBG	People	600	679	\$ 33,880	520		\$ 30,943	600		\$ 28,870					SL-1
05Q	Substance Payments		People	165	265		0	0					38%	875	430	49%	
	Emergency Heating Assistance - Salvation Army	CDBG	People	165	265	\$ 24,200											DH-1
	Total for Public Services Objective					\$ 411,606			\$ 320,725			\$ 320,725					
IDIS Code	Homeless Objective Priority Need	Funding Source	Performance Indicator	2011 Goal	2011 Actual	2011 Source Amount	2012 Goal	2012 Actual	2012 Source Amount	2013 Goal	2013 Actual	2013 Source Amount	Percent of 5yr Goal	5 Year Goal	5 Year Actual	% Achieved of 5 Yr actual	Outcome/ Objective
03T	Transitional Housing Services		People	1355	1586		1200	0		1321			76%	6900	2792	40%	
	CHUM Stabilization Services for Homeless	ESGP	People	1100	1327	\$ 37,000	900		\$ 31,124	900		\$ 31,744					DH-1
	MACV-Duluth	ESGP	People	75	69	\$ 19,000	80		\$ 4,540	80		\$ 4,608					DH-1
	Transitional Housing Program - Salvation Army/WCDO	ESGP	People	180	190	\$ 41,000											DH-1
	Family Transitional Housing Operations - Salvation Army	ESGP	People				100		\$ 26,606	100		\$ 27,136					DH-1
	Transitional Housing Operations - Center City Hsg	ESGP	People				120		\$ 30,622	91		\$ 31,232					DH-1
	Youth Transitional Housing Opns - Life House	ESGP	People				30		\$ 7,530	20		\$ 7,680					DH-1
	Shelter and Transitional Housing- AICHO	ESGP	People							130		\$ 10,752					DH-1
	Rapid Rehousing/Homeless Prevention Assistance	HESG	People							50		\$ 64,346					
05G	Battered & Abused Spouses Services		People	550	561		500	0		500			68%	3000	1247	42%	
	Battered Women's Shelter Programs	ESGP	People	550	561	\$ 23,000	500		\$ 19,578	500		\$ 19,968					DH-1
	Total of Homeless Objective					\$ 120,000			\$ 120,000			\$ 197,466					
	Outcome/Objectives	Availability/ Accessibility															
	Decent Housing	DH-1															
	Suitable Living Environment	SL-1															
	Economic Opportunity	EO-1															

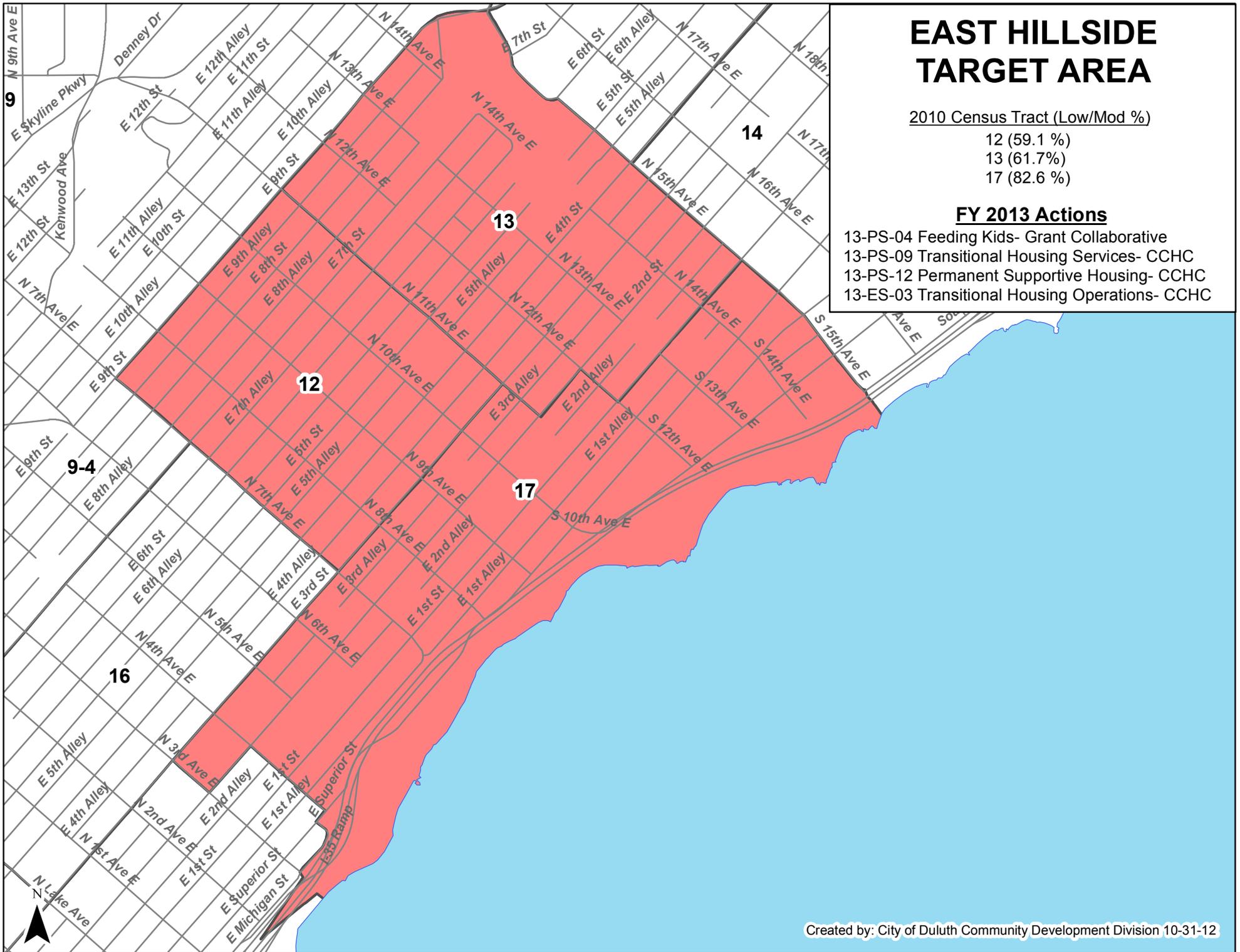
EAST HILLSIDE TARGET AREA

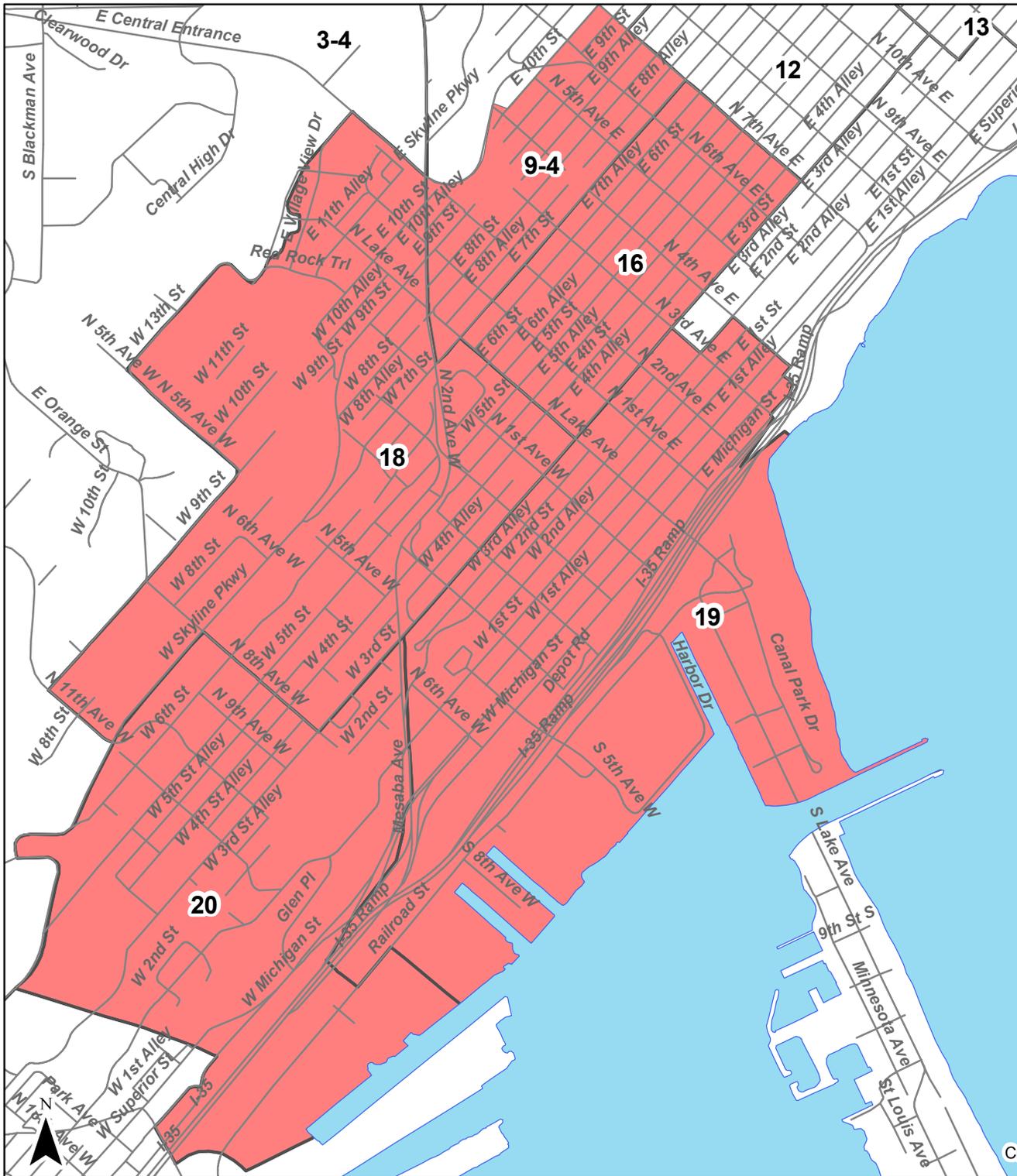
2010 Census Tract (Low/Mod %)

12 (59.1 %)
13 (61.7%)
17 (82.6 %)

FY 2013 Actions

- 13-PS-04 Feeding Kids- Grant Collaborative
- 13-PS-09 Transitional Housing Services- CCHC
- 13-PS-12 Permanent Supportive Housing- CCHC
- 13-ES-03 Transitional Housing Operations- CCHC





CENTRAL HILLSIDE TARGET AREA

2010 Census Tract (Low/Mod %)

- 9-4 (51.7%)
- 16 (75.4%)
- 18 (72.1%)
- 19 (91.1%)
- 20 (52.0%)

FY 2013 Actions

- 13-CD-01 Housing Predevelopment- CCHC
- 13-HM-01 Homeless Rental Assist- HRA
- 13-HS-01 Housing Resource Connection- HRA/One Roof
- 13-HS-04/13-PF-01 Hillside Apartments- One Roof
- 13-ED-01 SOAR Duluth At Work- SOAR
- 13-ED-02 Support Services for Employment- CHUM
- 13-ED-03 Growing Neighborhood Businesses- Entrepreneur Fund
- 13-ED-04 Futures Program- Life House
- 13-PF-03 LIFELINE Building- Life House
- 13-PS-01 Hunger Project- CHUM/Damiano/UGM
- 13-PS-03 Clothes That Work/Social Serv- Damiano
- 13-PS-04 Feeding Kids- YMCA
- 13-PS-05 Basic Needs Homeless Youth- Life House
- 13-PS-06 Homeless Stabilization Services- CHUM
- 13-PS-08 Transitional/Perm Support Hsg- AICHO
- 13-ES-01 CHUM Emergency Shelter Op- CHUM

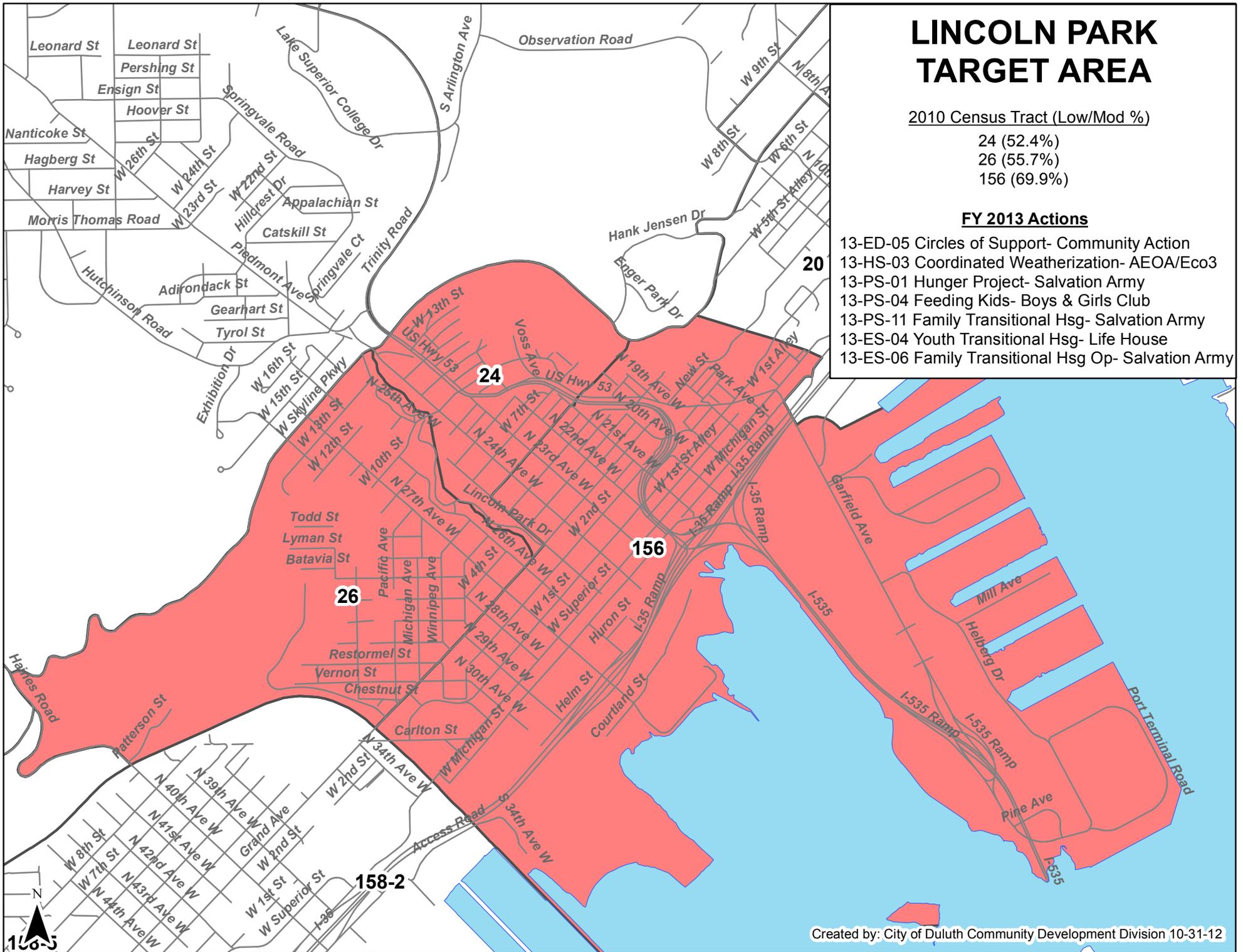
LINCOLN PARK TARGET AREA

2010 Census Tract (Low/Mod %)

24 (52.4%)
26 (55.7%)
156 (69.9%)

FY 2013 Actions

- 13-ED-05 Circles of Support- Community Action
- 13-HS-03 Coordinated Weatherization- AEOA/Eco3
- 13-PS-01 Hunger Project- Salvation Army
- 13-PS-04 Feeding Kids- Boys & Girls Club
- 13-PS-11 Family Transitional Hsg- Salvation Army
- 13-ES-04 Youth Transitional Hsg- Life House
- 13-ES-06 Family Transitional Hsg Op- Salvation Army



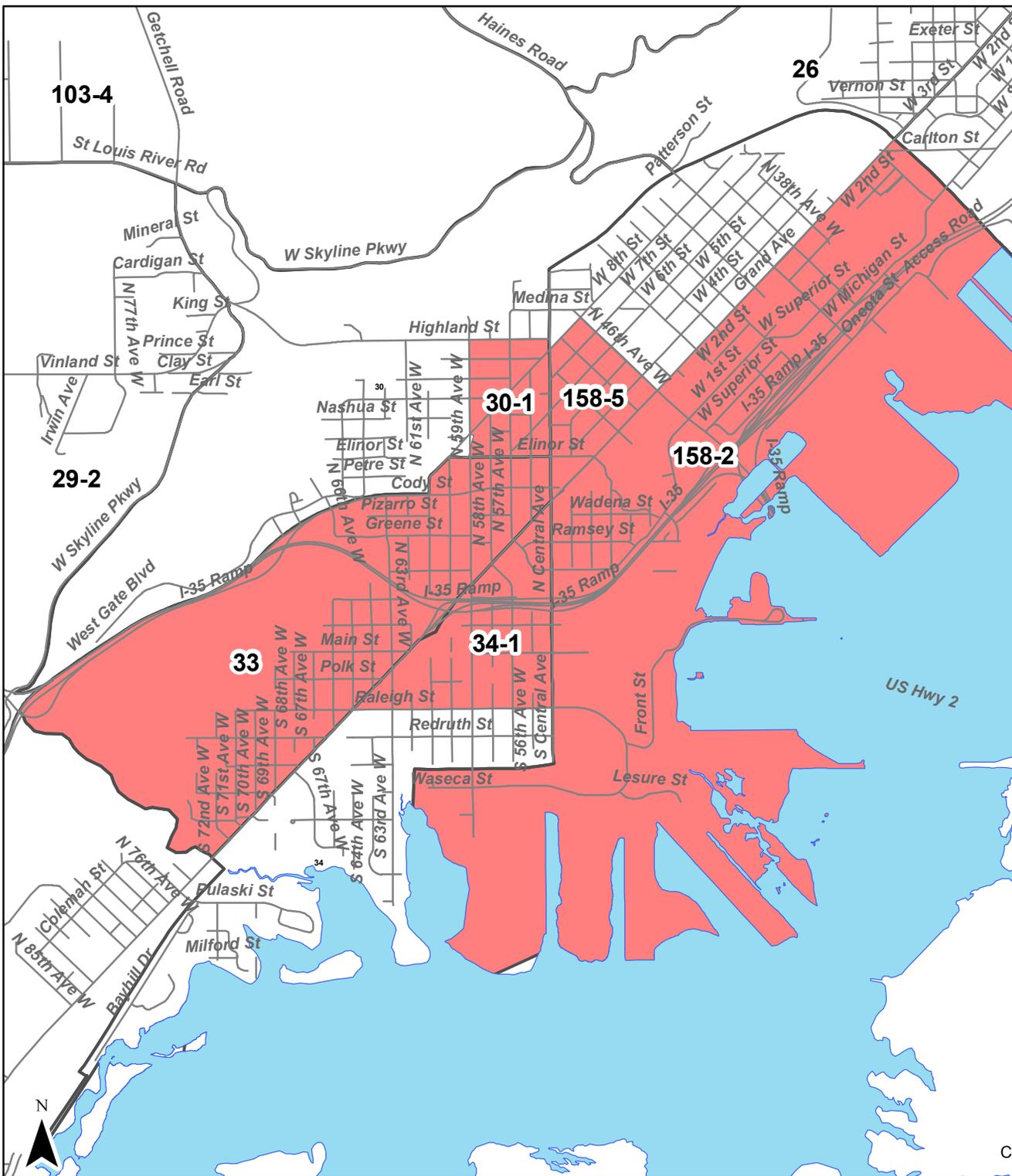
WEST DULUTH TARGET AREA

2010 Census Tract (Low/Mod %)

- 30-1 (62.8%)
- 33 (54.0%)
- 34-1 (66.3%)
- 158-2 (70.7%)
- 158-5 (51.2%)

FY 2013 Actions

- 13-PS-02 Primary Health Care- LSCHC
- 13-PS-05 Feeding Kids- Copeland Valley
- 13-PS-10 Services for Homeless Veterans- MACV
- 13-ES-05 Transitional Housing Operations- MACV



GARY NEW DULUTH, FOND DU LAC, & MORGAN PARK TARGET AREA

2010 Census Tract (Low/Mod %)

37 (53.4%)

38-3U (51.2%)

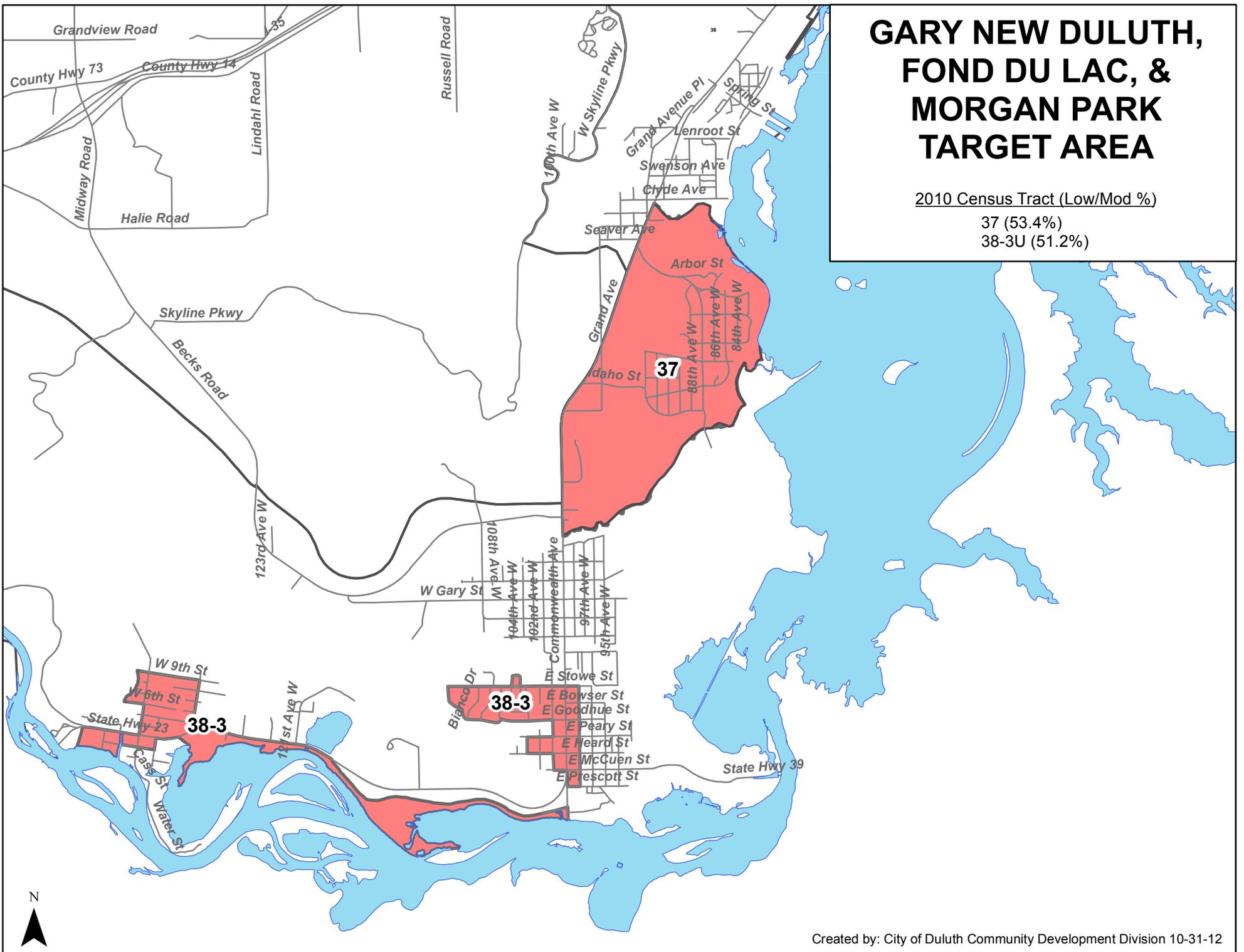


Table 3C
Consolidated Plan Listing of Projects

Jurisdiction's Name City of Duluth

Priority Need

Housing

Project

Housing Resource Connection (HRC)

Activity

Rehab & Construction Management

Description

The HRC will provide low interest loans and grants for rehab assistance to eligible homeowners and rental property owners within Duluth. The CDBG funds will help to pay for program service delivery including staff, inspections, developing scopes of work, construction oversight, lead-based paint compliance, loan closing services, processing loan payments, and filing documents on the land.

Objective category: Suitable Living Environment Decent Housing Economic Opportunity
Outcome category: Availability/Accessibility Affordability Sustainability

Location/Target Area:

Citywide – Preference for housing in 1) SNAP areas, 2) CDBG eligible areas, and 3) balance of the City
(Street Address): 12 East 4th Street
(City, State, Zip Code): Duluth, MN 55805

Specific Objective Number 4 & Lead-based Paint	Project ID 13-01
HUD Matrix Code 14H	CDBG Citation 507.202
Type of Recipient Local Government	CDBG National Objective LMH
Start Date (mm/dd/yyyy) 4/1/2013	Completion Date (mm/dd/yyyy) 6/30/2014
Performance Indicator 09 Organization	Annual Units 1
Local ID 13-HS-01	Units Upon Completion 1

Funding Sources:

CDBG	\$325,659
ESG	
HOME	
HOPWA	
Total Formula	
Prior Year Funds	
Assisted Housing	
PHA	
Other Funding	\$225,000
Total	\$550,659

The primary purpose of the project is to help: the Homeless Persons with HIV/AIDS Persons with Disabilities Public Housing Needs

Table 3C
Consolidated Plan Listing of Projects

Jurisdiction's Name City of Duluth

Priority Need
Affordable Housing

Project
Housing Resource Connection

Activity
Single Unit Residential Rehab

Description

HRC will provide low interest and deferred loans for the rehabilitation of single-family owner-occupied homes in Duluth. CDBG funds will be used for emergency rehabs, HOME funds for homeowner rehab to address code deficiencies and lead paint hazards, and for the rehab of acquired properties for sale to eligible homebuyers. Applications are accepted at the HRC offices located at 12 East 4th Street, Duluth, MN 55805, or online at the HRC website.

Objective category: Suitable Living Environment Decent Housing Economic Opportunity
Outcome category: Availability/Accessibility Affordability Sustainability

Location/Target Area:

Citywide – Preference for housing in 1) Neighborhood Focus areas, 2) CDBG eligible areas
(Street Address): 12 East 4th Street
(City, State, Zip Code): Duluth, MN 55805

Specific Objective Number	Project ID
8	13-02
HUD Matrix Code	CDBG Citation
14A	507.202
Type of Recipient	CDBG National Objective
Local Government	LMH
Start Date (mm/dd/yyyy)	Completion Date (mm/dd/yyyy)
4/1/2013	6/30/2014
Performance Indicator	Annual Units
Housing Units	75
Local ID	Units Upon Completion
13-HS-01 and 13-HM-02	75

Funding Sources:

CDBG	\$188,741
ESG	
HOME	\$79,619
HOPWA	
Total Formula	
Prior Year Funds	
Assisted Housing	
PHA	
Other Funding	\$900,000
Total	\$1,168,360

The primary purpose of the project is to help: the Homeless Persons with HIV/AIDS Persons with Disabilities Public Housing Needs

**Table 3C
Consolidated Plan Listing of Projects**

Jurisdiction's Name City of Duluth

Priority Need
Affordable Housing

**Project
Housing Resource Connection**

Activity
Multi-unit Residential Rehab

Description

HRC will provide low interest and deferred loans for the rehabilitation assistance to rental property owners within the City of Duluth. Rental owners can apply for low interest loans to renovate their properties, which then must serve low to moderate income tenants, less than 80% of the area median income based upon household size. Funding for this project is generated by an existing revolving loan fund. Applications are accepted at the HRC offices located at 12 East 4th Street, Duluth, MN, 55805, or online at the HRC website.

Objective category: Suitable Living Environment Decent Housing Economic Opportunity
Outcome category: Availability/Accessibility Affordability Sustainability

Location/Target Area:

**Citywide – Preference for housing in 1) SNAP areas, 2) CDBG eligible areas, and 3) balance of the City
(Street Address): 12 East 4th Street
(City, State, Zip Code): Duluth, MN 55805**

Specific Objective Number 4	Project ID 13-03
HUD Matrix Code 14B	CDBG Citation 507.202
Type of Recipient Local Government	CDBG National Objective LMI
Start Date (mm/dd/yyyy) 4/1/2013	Completion Date (mm/dd/yyyy) 6/30/2014
Performance Indicator Housing Units	Annual Units 30
Local ID 13-HS-01	Units Upon Completion 30

Funding Sources:

CDBG
ESG
HOME
HOPWA
Total Formula
Prior Year Funds	\$ 250,000 RLF
Assisted Housing
PHA
Other Funding	\$505,192
Total	\$755,192

The primary purpose of the project is to help: the Homeless Persons with HIV/AIDS Persons with Disabilities Public Housing Needs

**Table 3C
Consolidated Plan Listing of Projects**

Jurisdiction's Name City of Duluth

Priority Need
Economic Development

Project
SOAR Career Solutions Duluth At Work (SOAR D@W)

Activity
ED Direct Financial Assistance to For-Profits

Description
SOAR Career Solutions will provide job skills training, case management, job placement and job retention support to assist 18 Duluth residents at or below 50% of Area Median Income to obtain employment and maintain their jobs to increase their income by 25% over three years.

Objective category: Suitable Living Environment Decent Housing Economic Opportunity
Outcome category: Availability/Accessibility Affordability Sustainability

Location/Target Area: City-wide
(Street Address): 205 West 2nd St.
(City, State, Zip Code): Duluth, MN 55802

Specific Objective Number 22	Project ID 13-05
HUD Matrix Code 18A	CDBG Citation 570.203(b)
Type of Recipient Non-profit	CDBG National Objective LMJ
Start Date (mm/dd/yyyy) 04/01/2013	Completion Date (mm/dd/yyyy) 09/30/2016
Performance Indicator 13 Jobs	Annual Units 15 Jobs
Local ID 13-ED-01	Units Upon Completion 15 Jobs

Funding Sources:

CDBG	\$120,000
ESG	
HOME	
HOPWA	
Total Formula	
Prior Year Funds	
Assisted Housing	
PHA	
Other Funding	\$957,100
Total	\$1,077,100

The primary purpose of the project is to help: the Homeless Persons with HIV/AIDS Persons with Disabilities Public Housing Needs

Table 3C
Consolidated Plan Listing of Projects

Jurisdiction's Name City of Duluth

Priority Need

Economic Development

Project

CHUM Support Services for Employment

Activity

ED Direct Financial Assistance to For- Profits

Description

Nine LMI Individuals with limited or poor work histories will be assisted in finding entry level positions and provided supportive services, including case management, to successfully maintain their jobs while building a foundation for advancement and self-sufficiency. Participants will realize a 25% increase in income within 3 years.

Objective category: Suitable Living Environment Decent Housing Economic Opportunity
Outcome category: Availability/Accessibility Affordability Sustainability

Location/Target Area: Citywide
(Street Address): CHUM
(City, State, Zip Code): 102 West 2nd Street
 Duluth, MN 55802

Specific Objective Number	Project ID
22	13-06
HUD Matrix Code	CDBG Citation
18A	570.203(b)
Type of Recipient	CDBG National Objective
Non-Profit	LMJ
Start Date (mm/dd/yyyy)	Completion Date (mm/dd/yyyy)
4/1/2013	9/30/2016
Performance Indicator	Annual Units
9 Jobs	9
Local ID	Units Upon Completion
13-ED-02	9

Funding Sources:

CDBG	\$72,000
ESG	
HOME	
HOPWA	
Total Formula	
Prior Year Funds	
Assisted Housing	
PHA	
Other Funding	\$200,000
Total	\$272,000

The primary purpose of the project is to help: the Homeless Persons with HIV/AIDS Persons with Disabilities Public Housing Needs.

**Table 3C
Consolidated Plan Listing of Projects**

Jurisdiction's Name City of Duluth

Priority Need
Economic Development

Project
Growing Neighborhood Businesses

Activity
Economic Development Technical Assistance

Description

The Northeast Entrepreneur Fund's Growing Neighborhood Businesses program will provide technical assistance and peer support for 8 existing small business owners in Duluth Target Neighborhoods to help them grow their business revenue by at least 25% within 2 years.

Objective category: Suitable Living Environment Decent Housing Economic Opportunity
Outcome category: Availability/Accessibility Affordability Sustainability

Location/Target Area:

Community Development Target Areas - Morgan Park, Lincoln Park, West Duluth, Central & East Hillside
(Street Address): 202 West Superior Street, Suite 311
(City, State, Zip Code): Duluth, MN 55802

Specific Objective Number 23	Project ID 13-07	Funding Sources: CDBG \$64,000 ESG 0 HOME 0 HOPWA 0 Total Formula \$64,000 Prior Year Funds 0 Assisted Housing PHA 0 Other Funding Total \$64,000
HUD Matrix Code 18B	CDBG Citation 570.203(b)	
Type of Recipient Non-profit	CDBG National Objective LMA	
Start Date mm/dd/yyyy 4/01/2013	Completion Date (mm/dd/yyyy) 03/31/2015	
Performance Indicator 08 Businesses	Annual Units 8	
Local ID 13-ED-03	Units Upon Completion 8	

The primary purpose of the project is to help: the Homeless Persons with HIV/AIDS Persons with Disabilities Public Housing Needs

**Table 3C
Consolidated Plan Listing of Projects**

Jurisdiction's Name City of Duluth

Priority Need
Economic Development

Project
Life House Employment Program for Youth

Activity
ED Direct Financial Assistance to For-Profits

Description
The Futures Program will assist three eligible youth ages 16-20, from CDBG targeted neighborhoods, in becoming self-sufficient through employment training, job placement, education, and other services which will lead to a 25% income increase over a three-year period.

Objective category: Suitable Living Environment Decent Housing Economic Opportunity
Outcome category: Availability/Accessibility Affordability Sustainability

Location/Target Area: City-wide

(Street Address): 102 West First Street
(City, State, Zip Code): Duluth, MN 55802

Specific Objective Number 22	Project ID 13-08
HUD Matrix Code 18A	CDBG Citation 570.203(b)
Type of Recipient Non-profit	CDBG National Objective LMJ
Start Date (mm/dd/yyyy) 04/01/2013	Completion Date (mm/dd/yyyy) 09/30/2016
Performance Indicator 13 Jobs	Annual Units 3 Jobs
Local ID 13-ED-04	Units Upon Completion 3 Jobs

Funding Sources:

CDBG	24,000
ESG	
HOME	
HOPWA	
Total Formula	
Prior Year Funds	
Assisted Housing	
PHA	
Other Funding	\$38,779
Total	\$62,779

The primary purpose of the project is to help: the Homeless Persons with HIV/AIDS Persons with Disabilities Public Housing Needs

**Table 3C
Consolidated Plan Listing of Projects**

Jurisdiction's Name City of Duluth

Priority Need
Economic Development

Project
Circles of Support – Community Action of Duluth

Activity
ED Direct Financial Assistance to For-Profits

Description
The Futures Program will assist single mothers, from CDBG targeted neighborhoods, in becoming self-sufficient through employment training, job placement, education, and other services which will lead to a 25% income increase over a three-year period. The employers who've provided job commitments will work with the agency to design customized training to meet the business's needs. This is for a three year program.

Objective category: Suitable Living Environment Decent Housing Economic Opportunity
Outcome category: Availability/Accessibility Affordability Sustainability

Location/Target Area: City-wide

(Street Address): 102 West First Street
(City, State, Zip Code): Duluth, MN 55802

Specific Objective Number 22	Project ID 13-09
HUD Matrix Code 18A	CDBG Citation 570.203(b)
Type of Recipient Non-profit	CDBG National Objective LMJ
Start Date 04/01/2013	Completion Date 09/30/2016
Performance Indicator 13 - Jobs	Annual Units 6
Local ID 13-ED-05	Units Upon Completion 6

Funding Sources:

CDBG	\$48,000
ESG	
HOME	
HOPWA	
Total Formula	
Prior Year Funds	
Assisted Housing	
PHA	
Other Funding	\$79,725
Total	\$127,725

The primary purpose of the project is to help: the Homeless Persons with HIV/AIDS Persons with Disabilities Public Housing Needs

Table 3C
Consolidated Plan Listing of Projects

Jurisdiction's Name City of Duluth

Priority Need

Public Facility

Project

One Roof Community Housing – Hillside Apartments

Activity

Construction of Multi-family Housing

Description

This project will be completed by One Roof Community Housing and Center City Housing. Within the development will be community office space for CHUM who serves the homeless populations in Duluth. CDBG funding on Public Facilities will go towards the 6 homeless units which will be part of the larger development also to include permanent supportive housing.

Objective category: Suitable Living Environment Decent Housing Economic Opportunity
Outcome category: Availability/Accessibility Affordability Sustainability

Location/Target Area:

Duluth's Central Hillside Neighborhood

Specific Objective Number 12	Project ID 13-10
HUD Matrix Code 03C	CDBG Citation 570.201(c)
Type of Recipient Non-Profit	CDBG National Objective LMI
Start Date (mm/dd/yyyy) 4/01/2013	Completion Date (mm/dd/yyyy) 3/31/2014
Performance Indicator Housing Units	Annual Units 6
Local ID 13-PF-01	Units Upon Completion 6

Funding Sources:

CDBG	\$ 225,000
ESG	
HOME	
HOPWA	
Total Formula	
Prior Year Funds	
Assisted Housing	
PHA	
Other Funding	\$ 781,500
Total	\$1,006,500

The primary purpose of the project is to help: the Homeless Persons with HIV/AIDS Persons with Disabilities Public Housing Needs

Table 3C
Consolidated Plan Listing of Projects

Jurisdiction's Name City of Duluth

Priority Need
Public Facilities

Project
LIFELINE Building for Homeless Youth – Life House

Activity
Make improvements to the building where transitional housing and vital services are provided for homeless youth.

Description
The project would make improvements to the LIFELINE Building, a nonprofit-owned facility located in the Central Hillside, CDBG Target Neighborhood. Improvements to the building will increase the accessibility and delivery of vital services (basic needs) for homeless youth ages 14-20 in Duluth, MN.

Objective category: Suitable Living Environment Decent Housing Economic Opportunity
Outcome category: Availability/Accessibility Affordability Sustainability

Location/Target Area: Central Hillside Neighborhood
(Street Address): 206 West 4th Street
(City, State, Zip Code): Duluth, MN 55806

Specific Objective Number 12	Project ID 13-11
HUD Matrix Code 03D	CDBG Citation 570.201(c)
Type of Recipient Non-Profit	CDBG National Objective LMA
Start Date (mm/dd/yyyy) 4/1/2013	Completion Date (mm/dd/yyyy) 3/31/2014
Performance Indicator 11 - Public Facility	Annual Units 1
Local ID 13-PF-03	Units Upon Completion 1

Funding Sources:

CDBG	\$142,000
ESG	
HOME	
HOPWA	
Total Formula	
Prior Year Funds	
Assisted Housing	
PHA	
Other Funding	\$50,000
Total	\$192,000

The primary purpose of the project is to help: the Homeless Persons with HIV/AIDS Persons with Disabilities Public Housing Needs

Table 3C
Consolidated Plan Listing of Projects

Jurisdiction's Name City of Duluth

Priority Need
Public Services

Project
Duluth Hunger Project

Activity
Essential Services

Description

The Duluth Hunger Project is a coalition of four agencies working together to prevent and alleviate chronic hunger and malnutrition among the lowest income of Duluth's residents, through congregate meal sites and emergency food shelf programs.

Objective category: Suitable Living Environment Decent Housing Economic Opportunity
Outcome category: Availability/Accessibility Affordability Sustainability

Location/Target Area: City-wide

(Street Address): 102 West 2nd Street
(City, State, Zip Code): Duluth, MN 55802

Specific Objective Number 13	Project ID 13-12
HUD Matrix Code 05	CDBG Citation 570.201(e)
Type of Recipient Non-profit	CDBG National Objective LMC
Start Date (mm/dd/yyyy) 04/01/2013	Completion Date (mm/dd/yyyy) 03/31/2014
Performance Indicator 01 People	Annual Units 12,000
Local ID 13-PS-01	Units Upon Completion 12,000

Funding Sources:

CDBG	65,550
ESG	
HOME	
HOPWA	
Total Formula	
Prior Year Funds	
Assisted Housing	
PHA	
Other Funding	818,369
Total	\$883,919

The primary purpose of the project is to help: the Homeless Persons with HIV/AIDS Persons with Disabilities Public Housing Needs

Table 3C
Consolidated Plan Listing of Projects

Jurisdiction's Name City of Duluth

Priority Need

Public Service

Project

Primary Health Care Services

Activity

Health Services

Description

Support the provision of affordable, primary health care, including dental care, for uninsured and underinsured low and moderate income individuals and families in accessible locations within the City.

Objective category: Suitable Living Environment Decent Housing Economic Opportunity
Outcome category: Availability/Accessibility Affordability Sustainability

Location/Target Area: Citywide
(Street Address): Lake Superior Community Health Center
(City, State, Zip Code): 4325 Grand Avenue
 Duluth, MN 55807

Specific Objective Number	Project ID
18	13-13
HUD Matrix Code	CDBG Citation
05M	570.201(e)
Type of Recipient Non-Profit	CDBG National Objective
	LMC
Start Date (mm/dd/yyyy)	Completion Date (mm/dd/yyyy)
4/1/2013	3/31/2014
Performance Indicator	Annual Units
People	6,300
Local ID	Units Upon Completion
13-PS-02	6,300

Funding Sources:

CDBG	\$ 62,890
ESG	
HOME	
HOPWA	
Total Formula	
Prior Year Funds	
Assisted Housing	
PHA	
Other Funding	\$4,184,234
Total	\$4,247,124

The primary purpose of the project is to help: the Homeless Persons with HIV/AIDS Persons with Disabilities Public Housing Needs

**Table 3C
Consolidated Plan Listing of Projects**

Jurisdiction's Name City of Duluth

Priority Need
Public Services

Project
Clothes That Work & Social Services

Activity
Essential Services

Description

The Damiano Center provides low to moderate income people with access to free professional attire and transportation services to help them get to or find work. Clothing is through our Clothes That Work program, transportation services through Damiano Social Services.

Objective category: Suitable Living Environment Decent Housing Economic Opportunity
Outcome category: Availability/Accessibility Affordability Sustainability

Location/Target Area: City-wide

(Street Address): 206 W. 4th Street
(City, State, Zip Code): Duluth, MN 55806

Specific Objective Number 13	Project ID 13-14
HUD Matrix Code 05	CDBG Citation 570.201(e)
Type of Recipient Non-profit	CDBG National Objective LMC
Start Date (mm/dd/yyyy) 04/01/2013	Completion Date (mm/dd/yyyy) 03/31/2014
Performance Indicator 01 People	Annual Units 1,200
Local ID 13-PS-03	Units Upon Completion 1,200

Funding Sources:

CDBG	\$16,500
ESG	
HOME	
HOPWA	
Total Formula	
Prior Year Funds	
Assisted Housing	
PHA	
Other Funding	\$100,900
Total	\$117,400

The primary purpose of the project is to help: the Homeless Persons with HIV/AIDS Persons with Disabilities Public Housing Needs

Table 3C
Consolidated Plan Listing of Projects

Jurisdiction's Name City of Duluth

Priority Need
Public Services

Project
Feeding Kids through Youth Programs

Activity
Youth Services

Description
Feeding Kids Through Youth Programs is part of the food security network of Duluth, providing over 70,000 meals and snacks annually to 2,120 children of Duluth through our existing Out of School Time Programs.

Objective category: Suitable Living Environment Decent Housing Economic Opportunity
Outcome category: Availability/Accessibility Affordability Sustainability

Location/Target Area: City-wide

(Street Address): 302 West First Street
(City, State, Zip Code): Duluth, MN 55802

Specific Objective Number 13	Project ID 13-15
HUD Matrix Code 05	CDBG Citation 570.201(e)
Type of Recipient Non-profit	CDBG National Objective LMC
Start Date (mm/dd/yyyy) 04/01/2013	Completion Date (mm/dd/yyyy) 03/31/2014
Performance Indicator 01 People	Annual Units 2,120
Local ID 13-PS-04	Units Upon Completion 2,120

Funding Sources:

CDBG	\$ 20,810
ESG	
HOME	
HOPWA	
Total Formula	
Prior Year Funds	
Assisted Housing	
PHA	
Other Funding	\$ 1,171,175
Total	\$ 1,191,985

The primary purpose of the project is to help: the Homeless Persons with HIV/AIDS Persons with Disabilities Public Housing Needs

Table 3C
Consolidated Plan Listing of Projects

Jurisdiction's Name City of Duluth

Priority Need
Public Services

Project
Life House Basic Needs Center for Youth

Activity
Abused and Neglected Children

Description
The Life House Basic Needs Center for Youth assists 600 at-risk youth annually, ages 14-20, in Duluth, to address basic needs (food, clothing, shelter) and connect with on-site and community resources that help with stabilization.

Objective category: Suitable Living Environment Decent Housing Economic Opportunity
Outcome category: Availability/Accessibility Affordability Sustainability

Location/Target Area: City-wide

(Street Address): 102 West First Street
(City, State, Zip Code): Duluth, MN 55802

Specific Objective Number 21	Project ID 13-16
HUD Matrix Code 05N	CDBG Citation 570.201(e)
Type of Recipient Non-profit	CDBG National Objective LMC
Start Date (mm/dd/yyyy) 04/01/2013	Completion Date (mm/dd/yyyy) 03/31/2014
Performance Indicator 01 People	Annual Units 600
Local ID 13-PS-05	Units Upon Completion 600

Funding Sources:

CDBG	\$ 28,870
ESG	
HOME	
HOPWA	
Total Formula	
Prior Year Funds	
Assisted Housing	
PHA	
Other Funding	\$ 50,000
Total	\$ 78,870

The primary purpose of the project is to help: the Homeless Persons with HIV/AIDS Persons with Disabilities Public Housing Needs

Table 3C
Consolidated Plan Listing of Projects

Jurisdiction's Name City of Duluth

Priority Need

Public Service /Emergency Solution Grant

Project

CHUM Emergency Shelter

Activity

Congregate and family emergency shelter operation and
Stabilization services and rapid re-housing assistance

Description

CHUM Emergency Shelter will provide shelter stabilization services and rapid re-housing assistance to homeless singles and families staying at the congregate and family shelters. ESG funds will be used for the operation of the 44-bed congregate and 4-unit family shelter facilities.

Objective category: Suitable Living Environment Decent Housing Economic Opportunity
Outcome category: Availability/Accessibility Affordability Sustainability

Location/Target Area: Citywide
(Street Address): CHUM
(City, State, Zip Code): 102 West 2nd Street
 Duluth, MN 55802

Specific Objective Number 14	Project ID 13-17
HUD Matrix Code 03T	CDBG Citation 570.201(e)
Type of Recipient Non-Profit	CDBG National Objective LMC
Start Date (mm/dd/yyyy) 4/1/2012	Completion Date (mm/dd/yyyy) 3/31/2013
Performance Indicator 01 People	Annual Units 900
Local ID 13-PS-06 & 13-ES-01	Units Upon Completion 900

Funding Sources:

CDBG	\$27,950
ESG	\$31,744
HOME	
HOPWA	
Total Formula	
Prior Year Funds	
Assisted Housing	
PHA	
Other Funding	\$950,069
Total	\$1,009,763

The primary purpose of the project is to help: the Homeless Persons with HIV/AIDS Persons with Disabilities Public Housing Needs .

**Table 3C
Consolidated Plan Listing of Projects**

Jurisdiction's Name City of Duluth

Priority Need

Public Services/Emergency Solutions Program

Project

Safe Haven Shelter for Battered Women

Activity

Operation of the battered women's shelter,
Support services and rapid re-housing assistance

Description

Safe Haven Shelter will provide shelter stabilization services and rapid re-housing assistance to women and their children who are homeless from fleeing domestic violence. ESG funds will be used for the operation of the 39-bed shelter facility.

Objective category: Suitable Living Environment Decent Housing Economic Opportunity
Outcome category: Availability/Accessibility Affordability Sustainability

Location/Target Area: City-wide

(Street Address): PO Box 3558
(City, State, Zip Code): Duluth, MN 55803

Specific Objective Number	Project ID
15	13-18
HUD Matrix Code	CDBG Citation
O5G	570.201(e)
Type of Recipient	CDBG National Objective
Non-profit	LMC
Start Date	Completion Date
04/01/2013	03/31/2014
Performance Indicator	Annual Units
People	500
Local ID	Units Upon Completion
13-PS-07 &/13-ES-02	500

Funding Sources:

CDBG	\$ 17,100
ESG	\$ 19,968
HOME	
HOPWA	
Total Formula	
Prior Year Funds	
Assisted Housing	
PHA	
Other Funding	\$1,157,329
Total	\$1,194,397

The primary purpose of the project is to help: the Homeless Persons with HIV/AIDS Persons with Disabilities Public Housing Needs

Table 3C
Consolidated Plan Listing of Projects

Jurisdiction's Name City of Duluth

Priority Need
Public Services

Project
Oshki Odaadiziwini Waaka'Igan Transitional Housing Program and Gimaajii Mino Bimaadizimin Permanent Housing

Activity
Operating Costs of Homeless/AIDS Patients Programs

Description
AICHO's Transitional Housing site (Ohki Odaadiziwini Waaka'Igan) will provide five units of safe, affordable transitional housing services for Native American women and their children for up to 18 months. In addition, participants will receive up to 6 months of follow up services to facilitate their successful transitional programming and into permanent housing. AICHO's Permanent Housing site (Gimaajii Mino Bimaadizimin) will provide 28 units of permanent supportive housing. CDBG funding will provide supportive services for these operations.

Objective category: Suitable Living Environment Decent Housing Economic Opportunity
Outcome category: Availability/Accessibility Affordability Sustainability

Location/Target Area:
(Street Address): 419 North First Avenue West #C
(City, State, Zip Code): Duluth, MN 55806

Specific Objective Number 14	Project ID 13-19
HUD Matrix Code 03T	CDBG Citation 570.201(e)
Type of Recipient Non-profit	CDBG National Objective LMC
Start Date 4/1/2013	Completion Date 3/31/2014
Performance Indicator People	Annual Units 30
Local ID 13-PS-08	Units Upon Completion 30

Funding Sources:

CDBG	\$ 3,150
ESG	
HOME	
HOPWA	
Total Formula	
Prior Year Funds	
Assisted Housing	
PHA	
Other Funding	\$ 30,436
Total	\$ 33,586

The primary purpose of the project is to help: the Homeless Persons with HIV/AIDS Persons with Disabilities Public Housing Needs

Table 3C
Consolidated Plan Listing of Projects

Jurisdiction's Name City of Duluth

Priority Need
Public Services

Project
Center City Housing Transitional Housing Program

Activity
Operation of Transitional Housing units,
Supportive services and rapid re-housing assistance.

Description
Center City Housing Corp. will provide transitional housing and supportive services to homeless single women and women with children who are experiencing homelessness through the operation of transitional housing units. ESGP funds will be used for the operation of the units (two facilities) and CDBG funds will be used to provide supportive services to help program participants achieve housing stability.

Objective category: Suitable Living Environment Decent Housing Economic Opportunity
Outcome category: Availability/Accessibility Affordability Sustainability

Location/Target Area: **City-wide**
(Street Address): **105 ½ West First St.**
(City, State, Zip Code): **Duluth, MN 55802**

Specific Objective Number 14	Project ID 13-20
HUD Matrix Code 03T	CDBG Citation 570.201(e)
Type of Recipient Non-profit	CDBG National Objective LMC
Start Date (mm/dd/yyyy) 04/01/2013	Completion Date (mm/dd/yyyy) 03/31/2014
Performance Indicator 01 People	Annual Units 91
Local ID 13-PS-09 & 13-ES-03	Units Upon Completion 91

Funding Sources:

CDBG	\$18,810
ESG	\$31,232
HOME	
HOPWA	
Total Formula	
Prior Year Funds	
Assisted Housing	
PHA	
Other Funding	\$316,088
Total	\$366,130

The primary purpose of the project is to help: the Homeless Persons with HIV/AIDS Persons with Disabilities Public Housing Needs

**Table 3C
Consolidated Plan Listing of Projects**

Jurisdiction's Name City of Duluth

Priority Need
Public Services

Project
MACV-Duluth Transitional Housing for Veterans

Activity
Operating Costs of Homeless

Description
Minnesota Assistance Council for Veteran's (MACV) regional program, MACV-Duluth, is the only veteran specific housing program that addresses the needs of veterans currently experiencing homelessness. MACV Duluth will provide transitional housing and support services to help 80 homeless veterans to improve their housing stability. ESGP funds will be used for operation of the transitional housing facilities. CDBG funds will be used to provide the housing support services to help participants obtain housing stability.

Objective category: Suitable Living Environment Decent Housing Economic Opportunity
Outcome category: Availability/Accessibility Affordability Sustainability

Location/Target Area: City-wide
(Street Address): 5209 Ramsey St.
(City, State, Zip Code): Duluth, MN 55802

Specific Objective Number 14	Project ID 13-21
HUD Matrix Code 03T	CDBG Citation 570.201(e)
Type of Recipient Non-profit	CDBG National Objective LMC
Start Date (mm/dd/yyyy) 04/01/2013	Completion Date (mm/dd/yyyy) 03/31/2014
Performance Indicator 01 People	Annual Units 80
Local ID 13-PS-10/13-ES-05	Units Upon Completion 80

Funding Sources:

CDBG	\$ 15,000
ESG	\$ 4,608
HOME	
HOPWA	
Total Formula	
Prior Year Funds	
Assisted Housing	
PHA	
Other Funding	\$338,000
Total	\$357,608

The primary purpose of the project is to help: the Homeless Persons with HIV/AIDS Persons with Disabilities Public Housing Needs

Table 3C
Consolidated Plan Listing of Projects

Jurisdiction's Name City of Duluth

Priority Need
Public Services

Project
Transitional Housing Program

Activity
Operating Costs of Homeless Programs

Description
Salvation Army will provide transitional housing (53 beds) and support services to assist homeless families (100 persons) move toward greater housing stability.

Objective category: Suitable Living Environment Decent Housing Economic Opportunity
Outcome category: Availability/Accessibility Affordability Sustainability

Location/Target Area: **City-wide**
(Street Address): **215 S 27th Ave. West**
(City, State, Zip Code): **Duluth, MN 55802**

Specific Objective Number 14	Project ID 13-22
HUD Matrix Code 03T	CDBG Citation 570.201(e)
Type of Recipient Non-profit	CDBG National Objective LMC
Start Date (mm/dd/yyyy) 04/01/2013	Completion Date (mm/dd/yyyy) 03/31/2014
Performance Indicator People	Annual Units 100
Local ID 13-PS-11/13-ES-06	Units Upon Completion 100

Funding Sources:

CDBG	\$16,730
ESG	\$27,136
HOME	
HOPWA	
Total Formula	
Prior Year Funds	
Assisted Housing	
PHA	
Other Funding	\$230,817
Total	\$274,683

The primary purpose of the project is to help: the Homeless Persons with HIV/AIDS Persons with Disabilities Public Housing Needs

Table 3C
Consolidated Plan Listing of Projects

Jurisdiction's Name City of Duluth

Priority Need
Public Services

Project
CCHC Permanent Supportive Housing

Activity
Operating Costs of Homeless Program

Description
Center City Housing will provide 14 units of permanent supportive housing for homeless/long-term homeless families (72 persons). Programming will include housing, supportive services, advocacy and referral to help residents maintain housing stability.

Objective category: Suitable Living Environment Decent Housing Economic Opportunity
Outcome category: Availability/Accessibility Affordability Sustainability

Location/Target Area: **Citywide**
(Street Address): **1401 East 2nd St.**
(City, State, Zip Code): **Duluth, MN 55805**

Specific Objective Number 28	Project ID 13-23
HUD Matrix Code 03T	CDBG Citation 570.201(e)
Type of Recipient Non-profit	CDBG National Objective LMC
Start Date (mm/dd/yyyy) 04/01/2013	Completion Date (mm/dd/yyyy) 03/31/2014
Performance Indicator 01 People	Annual Units 72
Local ID 13-PS-12	Units Upon Completion 72

Funding Sources:

CDBG	\$ 15,280
ESG	
HOME	
HOPWA	
Total Formula	
Prior Year Funds	
Assisted Housing	
PHA	
Other Funding	\$109,330
Total	\$124,610

The primary purpose of the project is to help: the Homeless Persons with HIV/AIDS Persons with Disabilities Public Housing Needs

Table 3C
Consolidated Plan Listing of Projects

Jurisdiction's Name City of Duluth

Priority Need
Public Services

Project
Coordinated Homeless In-take Process

Activity
Operating Costs of Homeless Programs

Description
Developing a coordinated assessment and in-take process for persons who are homeless or may become homeless. This will be coordinated with our ESG and St. Louis County's Continuum of Care program.

Objective category: Suitable Living Environment Decent Housing Economic Opportunity
Outcome category: Availability/Accessibility Affordability Sustainability

Location/Target Area: **City-wide**
(Street Address): **215 S 27th Ave. West**
(City, State, Zip Code): **Duluth, MN 55802**

Specific Objective Number 26	Project ID 13-24
HUD Matrix Code 03T	CDBG Citation 570.201(e)
Type of Recipient Non-profit	CDBG National Objective LMC
Start Date (mm/dd/yyyy) 04/01/2013	Completion Date (mm/dd/yyyy) 03/31/2014
Performance Indicator persons	Annual Units 1,283
Local ID 13-PS-13	Units Upon Completion 1,283

Funding Sources:

CDBG	\$12,085
ESG	
HOME	
HOPWA	
Total Formula	
Prior Year Funds	
Assisted Housing	
PHA	
Other Funding	
Total	\$12,085

The primary purpose of the project is to help: the Homeless Persons with HIV/AIDS Persons with Disabilities Public Housing Needs

Table 3C
Consolidated Plan Listing of Projects

Jurisdiction's Name City of Duluth

Priority Need
Emergency Solutions Grant

Project
Life House Youth Housing Program

Activity
HMIS Data entry and reporting for Homeless Youth

Description
The Life House Housing Program provides 15 units of transitional housing and support services for homeless youth ages 16-21. ESG funds will be used for participation in the regions HMIS system, under St. Louis County Continuum of Care. Life House serves as the primary access point into the homeless support system for youth in the City of Duluth.

Objective category: Suitable Living Environment Decent Housing Economic Opportunity
Outcome category: Availability/Accessibility Affordability Sustainability

Location/Target Area:
(Street Address): 102 West First Street
(City, State, Zip Code): Duluth, MN 55802

Specific Objective Number 27	Project ID 13-25
HUD Matrix Code 03T	CDBG Citation 570.201(e)
Type of Recipient Non-Profit	CDBG National Objective LMC
Start Date (mm/dd/yyyy) 4/1/2013	Completion Date (mm/dd/yyyy) 3/31/2014
Performance Indicator People	Annual Units 20
Local ID 13-ES-04	Units Upon Completion 20

Funding Sources:

CDBG
ESG	\$ 7,680
HOME
HOPWA
Total Formula
Prior Year Funds
Assisted Housing
PHA
Other Funding	\$ 94,011
Total	\$101,691

The primary purpose of the project is to help: the Homeless Persons with HIV/AIDS Persons with Disabilities Public Housing Needs

**Table 3C
Consolidated Plan Listing of Projects**

Jurisdiction's Name **City of Duluth**

Priority Need

Emergency Solutions Grant

Project

AICHO Dabinoo'Igan Emergency Shelter and Oshki Odaadiziwini Waaka'Igan Transitional Housing

Activity

AICHO Emergency Shelter and Transitional Housing Operation

Description

The American Indian Community Housing Organization (AICHO) operates a 10-bed emergency shelter (Dabinoo'Igan) for homeless Native American women and their children fleeing domestic violence and 5 units of transitional housing (Ohki Odaadiziwini Waaka'Igan) for homeless Native American women and their children.

Objective category: Suitable Living Environment Decent Housing Economic Opportunity
Outcome category: Availability/Accessibility Affordability Sustainability

Location/Target Area:

(Street Address): 419 North First Avenue West #C

(City, State, Zip Code): Duluth, MN 55806

Specific Objective Number 26	Project ID 13-26
HUD Matrix Code 03T	CDBG Citation 570.201(e)
Type of Recipient Non-profit	CDBG National Objective LMC
Start Date 4/1/2013	Completion Date 3/31/2014
Performance Indicator People	Annual Units 130
Local ID 13-ES-07	Units Upon Completion 130

Funding Sources:

CDBG
ESG	\$10,752
HOME
HOPWA
Total Formula
Prior Year Funds
Assisted Housing
PHA
Other Funding	\$ 30,436
Total	\$ 41,161

The primary purpose of the project is to help: the Homeless Persons with HIV/AIDS Persons with Disabilities Public Housing Needs

**Table 3C
Consolidated Plan Listing of Projects**

Jurisdiction's Name City of Duluth

Priority Need
Emergency Solutions Grant

Project
Wilder Research Foundation

Activity
HMIS Data Administration

Description
The Amherst Wilder Foundation administers the Homeless Management Information System (HMIS) for the St. Louis County Continuum of Care and the City, which is the regional, including Duluth, Homeless Response System. As part of the HMIS administration, Wilder Foundation will collect and analyze the City's ESG data and provide technical support to the City and its ESG providers, and submit required ESG data reports to the City of Duluth.

Objective category: Suitable Living Environment Decent Housing Economic Opportunity
Outcome category: Availability/Accessibility Affordability Sustainability

Location/Target Area: Citywide
(Street Address): 451 Lexington Pkwy
(City, State, Zip Code): St. Paul, MN 55104

Specific Objective Number 14	Project ID 13-27
HUD Matrix Code 03T	CDBG Citation 570.201(e)
Type of Recipient Non-Profit	CDBG National Objective LMC
Start Date (mm/dd/yyyy) 4/1/2013	Completion Date (mm/dd/yyyy) 3/31/2014
Performance Indicator Organization	Annual Units 1
Local ID 13-ES-08	Units Upon Completion 1

CDBG
ESG	\$ 8,000
HOME
HOPWA
Total Formula
Prior Year Funds
Assisted Housing
PHA
Other Funding	\$
Total	\$ 8,000

Funding Sources:
The primary purpose of the project is to help: the Homeless Persons with HIV/AIDS Persons with Disabilities Public Housing Needs

Table 3C
Consolidated Plan Listing of Projects

Jurisdiction's Name City of Duluth

Priority Need
Emergency Solutions Grant

Project
To Be Determined

Activity
Direct Cash Assistance Flex Fund to help the homeless and prevent homelessness.

Description
Under the Emergency Solutions Grant, \$64,346 in direct cash assistance will be available to agencies in the City of Duluth who provide rapid re-housing and prevention assistance to homeless individuals and families. *Administrator of this fund will be determined during the comment period.* It is anticipated that 60% of these funds will be used for rapid re-housing and 40% will be used for prevention.

Objective category: Suitable Living Environment Decent Housing Economic Opportunity
Outcome category: Availability/Accessibility Affordability Sustainability

Location/Target Area: Citywide
(Street Address): 102 West 1st Street
(City, State, Zip Code): Duluth, MN 55802

Specific Objective Number 26	Project ID 13-28
HUD Matrix Code 03T	CDBG Citation 570.201(e)
Type of Recipient Non-Profit	CDBG National Objective LMC
Start Date (mm/dd/yyyy) 4/1/2013	Completion Date (mm/dd/yyyy) 3/31/2014
Performance Indicator Organization	Annual Units 1
Local ID 13-ES-09	Units Upon Completion 1

CDBG
ESG	\$ 64,346
HOME
HOPWA
Total Formula
Prior Year Funds
Assisted Housing
PHA
Other Funding	\$
Total	\$ 64,346

Funding Sources:
The primary purpose of the project is to help: the Homeless Persons with HIV/AIDS Persons with Disabilities Public Housing Needs

**Table 3C
Consolidated Plan Listing of Projects**

Jurisdiction's Name City of Duluth

Priority Need
Affordable Housing

Project
Tenant Based Rental Assistance Program (TBRA)

Activity
Rental Housing Subsidies

Description

The program will provide rental assistance to approximately twenty households who would otherwise be homeless. The City and the HRA of Duluth have established this program to provide rental assistance as a significant component in the continuum of services to prevent and/or end homelessness. Note that the City does not accept applications for this program; interested persons should contact the HRA at (218) 529-6300.

Objective category: Suitable Living Environment Decent Housing Economic Opportunity
Outcome category: Availability/Accessibility Affordability Sustainability

Location/Target Area:

Community Wide
222 E 2nd St
Duluth, MN 55805

Specific Objective Number 3	Project ID 13-29
HUD Matrix Code 05-S	CDBG Citation
Type of Recipient Local Government	CDBG National Objective
Start Date (mm/dd/yyyy) 4/1/2013	Completion Date (mm/dd/yyyy) 3/31/2014
Performance Indicator Household	Annual Units 20
Local ID 13-HM-01	Units Upon Completion 20

Funding Sources:

CDBG
ESG
HOME	\$125,000
HOPWA
Total Formula
Prior Year Funds
Assisted Housing
PHA
Other Funding	\$ 29,385
Total	\$154,385

The primary purpose of the project is to help: the Homeless Persons with HIV/AIDS Persons with Disabilities Public Housing Needs

Table 3C
Consolidated Plan Listing of Projects

Jurisdiction's Name City of Duluth

Priority Need
Affordable Housing

Project
Center City Housing Corporation

Activity
CHDO Operating Expenses

Description
This proposal is for funding to pay for staffing costs incurred from April 1, 2013 to March 31, 2014 for project predevelopment for affordable housing development activity in Duluth.

Objective category: Suitable Living Environment Decent Housing Economic Opportunity
Outcome category: Availability/Accessibility Affordability Sustainability

Location/Target Area:
Community Wide
206 West 4th Street,
Duluth, MN 55806

Specific Objective Number 1	Project ID 13-30
HUD Matrix Code 21 I	CDBG Citation
Type of Recipient Non-Profit	CDBG National Objective
Start Date (mm/dd/yyyy) 4/1/2013	Completion Date (mm/dd/yyyy) 3/31/2014
Performance Indicator Organization	Annual Units 1
Local ID 13-CD-01	Units Upon Completion 1

Funding Sources:

CDBG
ESG
HOME	\$13,000
HOPWA
Total Formula
Prior Year Funds
Assisted Housing
PHA
Other Funding	\$
Total	\$13,000

The primary purpose of the project is to help: the Homeless Persons with HIV/AIDS Persons with Disabilities Public Housing Needs

**Table 3C
Consolidated Plan Listing of Projects**

Jurisdiction's Name City of Duluth

Priority Need

Affordable housing.

Project

One Roof Community Housing – Hillside Apartments

Activity

Construction of Multi-family Housing

Description

One Roof's proposal is to construct 44 units of permanent supportive housing for homeless families, co-located with program and office space, and emergency family shelter space for CHUM. The building name is Hillside Apartments, and will be located on 4th Street on the corner of Lake Avenue. This project was awarded \$200,000 in CDBG funds for property acquisition / site preparation in FY 2011.

Objective category: Suitable Living Environment Decent Housing Economic Opportunity
Outcome category: Availability/Accessibility Affordability Sustainability

Location/Target Area:

Duluth's Central Hillside Neighborhood

Specific Objective Number 30	Project ID 13-31
HUD Matrix Code 12	CDBG Citation 570.201(m)
Type of Recipient Non-Profit	CDBG National Objective LMI
Start Date (mm/dd/yyyy) 4/01/2013	Completion Date (mm/dd/yyyy) 3/31/2015
Performance Indicator Housing Units	Annual Units 44
Local ID 13-CH-02 (13-HS-04)	Units Upon Completion 44

Funding Sources:

CDBG
ESG
HOME	\$ 250,000
HOPWA
Total Formula
Prior Year Funds	\$ 200,000
Assisted Housing
PHA
Other Funding	\$ 9,758,859
Total	\$10,208,859

The primary purpose of the project is to help: the Homeless Persons with HIV/AIDS Persons with Disabilities Public Housing Needs

**Table 3C
Consolidated Plan Listing of Projects**

Jurisdiction's Name City of Duluth

Priority Need

General Program Administration

Project

Community Development Program Administration

Activity

Administration of CDBG, HOME and ESGP programs

Description

Operation, reporting and monitoring of federally funded activities. Also, these funds assist with the implementation of the City's Citizen Participation process that leads to the development of the Consolidated Plan and the Annual Action Plan.

Objective category: Suitable Living Environment Decent Housing Economic Opportunity
Outcome category: Availability/Accessibility Affordability Sustainability

Location/Target Area:

Citywide

(Street Address): 411 West First Street

(City, State, Zip Code): Duluth, MN 55802

Specific Objective Number	Project ID 13-32
HUD Matrix Code 21A	CDBG Citation 570.206
Type of Recipient Local Government	CDBG National Objective
Start Date (mm/dd/yyyy) 04/01/2013	Completion Date (mm/dd/yyyy) 03/31/14
Performance Indicator	Annual Units
Local ID 13-AD-01, 13-AD-03, and 13-AD-04	Units Upon Completion

Funding Sources:

CDBG	\$407,633
ESG	\$ 16,660
HOME	\$ 44,450
HOPWA	
Total Formula	
Prior Year Funds	
Assisted Housing	
PHA	
Other Funding	
Total	\$468,743

The primary purpose of the project is to help: the Homeless Persons with HIV/AIDS Persons with Disabilities Public Housing Needs

**Table 3C
Consolidated Plan Listing of Projects**

Jurisdiction's Name City of Duluth

Priority Need
Planning

Project
Neighborhood Planning

Activity
Planning and Administration

Description
Implementation of the City's Citizen Participation Plan and strategic planning with the Community Development Target Areas to identify key implementation strategies. This activity will also work with the Community's At-Home in Duluth neighborhood program

Objective category: Suitable Living Environment Decent Housing Economic Opportunity
Outcome category: Availability/Accessibility Affordability Sustainability

Location/Target Area:

Community Development Target Areas - Morgan Park, West Duluth, Lincoln Park, Central Hillside, East Hillside and Endion.

(Street Address): 411 West First Street
(City, State, Zip Code): Duluth, MN 55802

Specific Objective Number	Project ID 13-33
HUD Matrix Code 20	CDBG Citation 570.205
Type of Recipient Local Government	CDBG National Objective
Start Date (mm/dd/yyyy) 04/01/2013	Completion Date (mm/dd/yyyy) 03/31/2014
Performance Indicator	Annual Units
Local ID 13-AD-02	Units Upon Completion

Funding Sources:

CDBG	\$20,000
ESG	
HOME	
HOPWA	
Total Formula	
Prior Year Funds	
Assisted Housing	
PHA	
Other Funding	
Total	\$20,000

The primary purpose of the project is to help: the Homeless Persons with HIV/AIDS Persons with Disabilities Public Housing Needs

Table 3C
Consolidated Plan Listing of Projects

Jurisdiction's Name City of Duluth

Priority Need
Affordable Housing

Project
Tenat Based Rental Assistance Program (TBRA)

Activity
Program Administration

Description
The City and the HRA have established this program to provide rental assistance as a significant component in the continuum of services to prevent homelessness, see Project 13-29. This funding will provide for the program administration costs of administering this program on behalf of the Participating Jurisdiction. Note that the City does not accept applications for this program; interested persons should contact the HRA at (218) 529-6300.

Objective category: Suitable Living Environment Decent Housing Economic Opportunity
Outcome category: Availability/Accessibility Affordability Sustainability

Location/Target Area:
Community Wide
301 E 2nd St
Duluth, MN 55805

Specific Objective Number 3	Project ID 13-34
HUD Matrix Code 05-S	CDBG Citation 570.204
Type of Recipient Local Government	CDBG National Objective LMH
Start Date (mm/dd/yyyy) 4/01/2013	Completion Date (mm/dd/yyyy) 3/31/2014
Performance Indicator 09 Organization	Annual Units 1
Local ID 13-AD-05	Units Upon Completion 1

Funding Sources:

CDBG
ESG
HOME	7,500
HOPWA
Total Formula
Prior Year Funds
Assisted Housing
PHA
Other Funding	\$29,385
Total	\$36,885

The primary purpose of the project is to help: the Homeless Persons with HIV/AIDS Persons with Disabilities Public Housing Needs

Antipoverty Strategy

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

Action Plan Antipoverty Strategy response:

The following activities will be funded in the FY 2013 Action Plan to address specific policies of the Antipoverty strategy:

Policy #1: Provide occupational training programs coupled with career development and job placement in partnership with the City's workforce Development Division to enable people to obtain employment.

- SOAR Duluth at Work- \$120,000 for 15 participants to obtain jobs
- CHUM Support Services for Employment- \$72,000 for 9 participants to obtain jobs
- Life House Futures Program- \$24,000 for 3 participants to obtain jobs
- Circles of Support Program- \$48,000 for 6 participants to obtain jobs

Policy #2: Assist families with removing barriers to obtaining employment through long term or sustainable solutions that reduce the cost of essentials or burdens to household incomes (e.g. child care, health care, transportation).

- Clothes that Work and Social Services- \$16,500 for 1,200 people to have work attire for interviews to obtain employment

Policy #3: Focus on efforts to reduce the costs on households' budgets through energy efficiency programs that lower utilities and/or programs that assist with building assets of families through planned savings programs or assistance with homeownership opportunities.

- Duluth Weatherization - \$180,000 for 72 households to make energy efficiency improvements that reduce utility costs. This program is a joint venture between two agencies, the Arrowhead Economic Opportunity Agency (AEOA) and Equilibrium 3.
- HRA and One Roof rehab programs are now required to make improvements that will result in increased energy efficiency.

Policy #4: Increase the amount of affordable housing units within the City that have long-term affordability restrictions (greater than 30 years), to maintain housing for low-to-moderate-income residents within our community.

- The Hillside Apartment project will provide 44 units of permanent supportive housing for formerly homeless families. As a project supported by low-income housing tax credits, it will remain part of the affordable housing stock for a minimum of 30 years.

NON-HOMELESS SPECIAL NEEDS HOUSING

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

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

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

Action Plan Specific Objectives response:

The Housing Resource Connection, located at 12 East 4th Street, is streamlining the housing rehabilitation application process. It allows potential participants to file a housing rehab application on-line or come to a single physical location to submit an application. As a result, applying for programs and getting information will be significantly easier for potential participants, especially those with special needs.

Housing Opportunities for People with AIDS

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

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

plans identified in its approved Consolidated Plan.

7. Describe any barriers (including non-regulatory) encountered, actions in response to barriers, and recommendations for program improvement.
8. Please describe the expected trends facing the community in meeting the needs of persons living with HIV/AIDS and provide additional information regarding the administration of services to people with HIV/AIDS.
9. Please note any evaluations, studies or other assessments that will be conducted on the local HOPWA program during the next year.

Action Plan HOPWA response:

The City of Duluth does not receive state HOPWA funds.

Specific HOPWA Objectives

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

Specific HOPWA Objectives response:

The City of Duluth does not receive state HOPWA funds.

Other Narrative

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

Efforts to Further Fair Housing

Outlined below are the goals and actions from the Fair Housing Plan that will be addressed in Program Year 2013. The full and updated Analysis of Impediments to Fair Housing for Duluth was adopted by City Council on January 25, 2010.

IMPEDIMENT 1: LACK OF INFORMATION AND EDUCATION

Through the key informant discussions in 2009, an overwhelming number of participants indicated that a lack of knowledge and information about fair housing laws and regulations acted as an impediment to fair housing.

Goal A: Disseminate general fair housing information to 500 tenants and landlords.

2013 Action:

1. The Housing Access Program (HAP) was a major player in Fair Housing activities within the City. On March 31, 2010, due to funding issues, they went out of business. The city has seen the past few years as re-building capacity

in terms of a single agency providing fair housing information. Given current availability of resources it does not seem likely that a single agency will be possible. It seems more likely that existing agencies will need to coordinate and cooperate in fair housing as noted in number 3 below.

2. HRA will continue to provide fair housing information in its packets to prospective tenants in public housing and persons who secure housing vouchers.
3. Other agencies such as Legal Aid, Indian Legal Aid, United Way's 2-1-1 Information line, Home Line, and The Salvation Army will provide general information to tenants and landlords.

Goal B: Develop and implement training to increase the knowledge and understanding of fair housing rights and responsibilities, to include reasonable accommodations for CDBG & ESG housing providers and tenants.

2013 Action:

1. As noted under Impediment 1, Goal A, the Housing Access Program (HAP) went out of business. At present the City does not have a single point of contact or an organization providing a wide range of fair housing services which HAP provided in previous years. The city will continue to work with others in development and implementation of training through promotion and other.

Goal C: Coordination of resources to provide community education and outreach.

2013 Action:

1. The Community Development Office will host one annual meeting or summit which is to include representatives from agencies and the private sector which work with persons whom may be impacted by discrimination in housing. The purpose of this meeting is to increase knowledge of programs, improve communication between agencies, and reduce duplication where possible.

IMPEDIMENT 2: HOUSING DISCRIMINATION AGAINST PROTECTED CLASSES

When asked about housing discrimination, key informants and focus group participants agreed that illegal housing discrimination occurs in Duluth. Discrimination may occur unknowingly at times, or without knowledge of the legal ramifications that may result, or because enforcement through the state or federal process is difficult and time consuming, and therefore, not often pursued, or because it commonly occurs in one's life experience and becomes accepted behavior. Regardless of why, how or where discrimination occurs, activities that discriminate against the more vulnerable of our population, against people protected under the Fair Housing Act, is an impediment to fair and equal housing choice. It is illegal and acting in accordance with fair housing law is the responsibility of all citizens.

Goal A: Establish guidelines for "acceptable" and "not acceptable" lease language, with "acceptable" language encouraged and "not acceptable" language prohibited in all leases and rental applications used in the City of Duluth.

2013 Action:

1. The Duluth Human Rights Officer and Community Development staff continue to meet with landlords as well at the Arrowhead Multi-Housing Association and the Housing and Redevelopment Authority, with the purpose of continuing the discussion on “acceptable” and “not acceptable” language in rental leases. The intent is to develop a standard lease or "best management practice" for use by Duluth rental housing property owners, landlords and management companies of what is "acceptable" and "not acceptable" and/or discriminatory. Lease “best management practices” will be disseminated to landlords, management companies, the Arrowhead Multi-Family Association, the HRA and secondary education campuses.

Appendix A: Citizen Participation

The City is required by HUD regulations to respond to all substantive comments received during the public review of the draft Action Plan. This section is divided into two parts. The first comments are those that concern the project funding decisions and those that pertain to policy aspects of the plan - and offers the City's responses to these items. The second section presents all written comments and, in some cases, the City's written responses, received concerning the plan.

Comments regarding funding: Comment Period ends December 3, 2012.

November 20, 2012, letter from Kathy Bogen, Grant Community School Collaborative

November 29, 2012, letter from Pam Kramer, LISC

November 29, 2012, letter from Angie Miller, Community Action Duluth

November 29, 2012, letter from David Schaeffer, YMCA

November 29, 2012, letter from Chris Francis and Blair Gagne, YMCA

November 29, 2012, letter from Russ Salgy, Valley Youth Centers

November 29, 2012, letter from Mimi Stender, Community Action Duluth

November 30, 2012, letter from Tim McLoughlin, Boys and Girls Club

November 30, 2012, letter from Martin Lepak, AEOA

December 3, 2012, letter from Harley Blake, Community Action Duluth

December 3, 2012, letter from Treasure Jenkins, Community Action Duluth

Response:

Comments regarding policy, background information, CDBG process, and priorities: Comment Period ends December 3, 2012.



GRANT COMMUNITY SCHOOL COLLABORATIVE

A partnership dedicated to youth development, lifelong learning,
celebration of diversity and community engagement.

CDBG Review Board Members
Room 407 City Hall
Duluth, MN 55802

November 20th, 2012

Dear Review Board members,

Thank you for the time that each of you is dedicating to making decisions relative to the allocation of CDBG funds in our community. The programs supported by these precious dollars enhance quality of life for so many of our citizens.

I am writing to describe for you the impact that CDBG dollars makes in the lives of the children who participate in the Out of School Time programs operated by the Grant Community School Collaborative, and to encourage you to continue to allocate funds to the Feeding Kids Through Youth Programs project.

The Grant Community School Collaborative serves over 250 children on a regular basis throughout the year who participate in after-school and summer enrichment learning that includes tutoring, life-skills classes, arts, sciences, and leadership opportunities. The programs offer far more than learning new skills or getting help with schoolwork: They build connections with caring staff and volunteers who provide encouragement, understanding, and the positive guidance that is so important as children are navigating the world of growing up in an environment of uncertainties inherent in poverty.

An essential component of any after-school or summer program is serving nutritious snacks and meals for the children. With 89% of our children coming from low-moderate income families, the food we provide makes a significant contribution to their daily nutrition. Through our partnership with Second Harvest Northern Lakes Food Bank, we are able to offer a wide variety of fresh fruits and vegetables, milk, sandwiches, and hot meal items very economically. Additionally, food preparation and healthy choices are integral to many of the after-school and summer activities thus building positive eating habits and self sufficiency skills early in life.

We hope that you will continue to support the Feeding Kids Through Youth programs project: It makes such a difference in the lives of our children now and long into the future.

Most sincerely,

Kathy Bogen, Executive Director, Grant Community School Collaborative



November 29, 2012

Dear City of Duluth Community Development Committee Members:

Thank you for your careful discernment and deliberation in regards to the allocation of Duluth's Community Development Block Grant funding. At Duluth LISC, we understand the need to be strategic in how funds are invested to reap the maximum benefit for our community. We also understand the challenges of making hard decisions that affect programming and community resources.

As co-facilitator of *Duluth at Work* alongside the City of Duluth Community Development Division, we thank you for your commitment to Economic Development and the provision of CDBG resources to support jobs, training and wrap around services, as well as small business support for low-income individuals. As you complete the public comment process, we wish to add a few points for your final consideration.

In evaluating how to invest resources, we ask that you bear in mind that a per person allocation of \$8,000 for workforce programs at CHUM, Community Action Duluth, Life House and SOAR Career Solutions ensures each program participant will receive three years of support to best position them for long term success. The three years of support is one of the six best practices of the program. Others include peer mentoring, case management, early employer involvement and training support, small career/business or similarity "sector-based" support and comprehensive support services to remove barriers to success. While the committee may determine a different funding level than recommended by staff or requested by projects, we ask that you consider maintaining funding in increments of \$8,000 to allow each participant to benefit from the full array of best practices. We should note that this \$8,000 figure also pertains to the Northeast Entrepreneur Funds' *Growing Neighborhood Businesses* program.

Positive outcomes often come from great collaboration, and the *Duluth at Work* portfolio demonstrates that well. Project staff from each organization meet monthly to collaboratively troubleshoot common barriers, develop cohesive solutions, share job leads and participate in group training. As we enter the fifth year of *Duluth at Work*, we are gaining momentum, achieving efficiency, and adding new services; all of this is resulting in higher pay levels and improved outcomes. Our hope is that through continued CDBG, foundation support and new funding resources, we will be able to assist even more participants in raising their incomes and assets. In addition, we hope that *Duluth at Work* can also continue to help provide a much-needed, steady source of trained workers (and viable sustainable small businesses) to our local economy.

Once again, thank you for your support for *Duluth at Work* and your service to our community.

Sincerely,

Pam Kramer, Executive Director
Duluth LISC

Dear CDBG Committee,

The Circles @ Work Program is one of the best programs ever created. I held the position of Matched Circle Coordinator at Community Action Duluth, for 7 years. My duties included partnering low income families with community volunteers.

I have firsthand knowledge of the value of the Circles at Work Program. I witnessed the remarkable awareness that comes about for low income families and community volunteers when each becomes familiar with the circumstance of the other.

The distance between socio-economic groups burdens the poor in the form of self blame, loneliness and a lack of resources. Conversely, the distancing of classes burdens the middle class and wealthy through stereotyping and misinformation. Circles @ Work interrupts this cycle.

The majority of the women on my caseload were high school graduates with college courses completed and some had a college degree. However, the component that was missing was a lack of resources. Once resources such as gainful employment, reliable transportation, further education and community networking became established, I witnessed the change in self esteem and watched women progress in their lives.

Circles @ Work is a social change program that greatly benefits our community. I might add that change takes time. My hope is that Circles @ Work receives full funding, for the upcoming year. Thank you for your consideration.

Sincerely,

Treasure A. Jenkins

1731 E Superior Street

Apt 101

Duluth, MN 55812

To whom it may concern,

I've been volunteering at Community Action Duluth since early in 2006. I first started out with what was then called Circles of Support. We helped mostly single mothers, but occasionally families and single women and men. I have been involved in three circles and the experience was very rewarding seeing the participants progress in their ability to engage in the community, create a network, traverse the system and advance from poverty to a more positive situation. The program is now more focused on just single mothers who need a hand up not a hand out and on helping them find suitable work. I know that CAD needs to keep this program operating so they can help more of these very deserving mothers find their way.

Sincerely,

Harley Blake

Community Action Duluth Board member

November 29, 2012

To CDBG Committee Members,

I am writing this letter in support of Community Action Duluth's **Circles@Work** program (Circles). This program needs and merits the full requested amount of CDBG funding. I currently serve on the Board of Directors for Community Action Duluth and have served as a volunteer ally for Circles in the recent past. In these roles, I have been able to observe up close the positive impact this program has on the participants.

A single mom living in poverty seeking worthwhile employment faces complex barriers that require a wholehearted, long-term commitment, determination, time and support. Single moms may not have adequate childcare, transportation, or even basic necessities that enable a person to find and keep employment. Over time these barriers are solved through the support of Circles and the allies partnered with the participant.

Circles is an amazing program that is vital to this community and vital to the lives of the participating single moms. Circles gives these participants hope, resources, and positive relationships that are critically important to them in their unique and stressful situations. Please consider granting the Circles@Work Program the full requested amount of CDBG funding.

Sincerely,

Mimi Stender

Community Action Duluth Board Member and former Circles Program Ally



PLAY ▷ GROW ▷ SUCCEED

VALLEY YOUTH CENTERS
OF DULUTH

November 29, 2012

Keith Hamre,
Manager Community Development Division
407 City Hall
Duluth, MN 55802
khamre@duluthmn.gov

Dear Mr. Hamre,

I am writing to show our organization's support of the CDBG process thus far in taking the position to fund the "Feeding Kids Through Youth Programs" application.

It is great to know that our services are recommended for funding because our service delivery to youth covers a broad base of services. We offer services from academics, mentoring, positive recreation, and basic needs. Being recognized as having high quality basic needs services showcases our ability to fill this need in our neighborhood(s).

It is our hope that the recommendation becomes finalized so that for the 2012-2013 funding cycle year, our organization can continue serving snacks and meals to the participant youth that come through our doors every day.

Sincerely,
Russ Salgy
Agency Director
Valley Youth Centers
720 N. Central Ave. Duluth, MN 55807
rsalgy@valleyyouthcenters.org



November 30, 2012

Community Development Committee
Community Development Division
Duluth City Hall
Duluth, Minnesota 55802

Dear Community Development Committee Members,

I am writing this letter on behalf of the Duluth Affordable Housing Coalition (AHC). At the November 20, 2012 AHC meeting the CDBG / ESG / HOME Summary proposed for fiscal year 2013 was reviewed and discussed. After much discussion a motion was made, supported, and passed unanimously, requesting a letter be sent from AHC to the Community Development Committee (CDC) asking for reconsideration of the Affordable Housing funding amounts recommended. The request for reconsideration was given much consideration in light of all the difficulties already faced by the CDC, and the AHC wishes to assure all CDC committee members your diligence and dedication to the City of Duluth are greatly appreciated.

The Affordable Housing Coalition requests the CDC to consider appropriating additional funding to Affordable Housing Proposals. Consensus of the AHC membership present, was that Affordable Housing is the most essential program necessary to help maintain and provide for basic needs, self sufficiency, and a sustainable community. As all other programs support affordable housing and are an integral part of the community, funding of low to moderate Income housing addresses individual needs, and provides long lasting economic benefits to the community. Therefore after much consideration it was determined the best way to improve Duluth's housing stock and bolster the economy long term is to provide additional funding for residents of existing housing units located within the City of Duluth.

In conclusion, after lengthy discussion the Affordable Housing Coalition requests the Community Development Committee to reconsideration the CDBG funding recommendations and allocate additional funds to assist Affordable Housing needs in the City of Duluth.

Sincerely,

Martin Lepak, Chair
Duluth Affordable Housing Coalition

November 30, 2012

Keith Hamre, Manager
Community Development Division
407 City Hall
Duluth, MN 55802
khamre@duluthmn.gov



Dear Mr. Hamre,

I am writing in support of the "Feeding Kids Through Youth Programs" application. The Boys & Girls Club would like to thank the Community Development Office and Committee for their initial funding recommendations. Please keep the funding at this level in the final allocation.

The impact of the food program at the Lincoln Park Boys & Girls Club is seen every day that our doors are open. We have over 600 Club members and they all participate in our food program to different degrees, adding up to close to 30,000 meals and snacks throughout the year. Many of these meals are the only chance the Club members have at an evening meal. These Club members tell us that they eat breakfast and lunch at school and dinner at the Club. With the generous support of the CDBG funding we are able to support the nutritional needs of these children. What could mean Duluth children going to bed hungry every night is averted by the partnership of the Boys & Girls Club and CDBG.

I want to thank the Community Development Office and Committee for their initial funding recommendations and urge you to keep the funding at this level in the final allocation. Thank you for supporting the youth of Duluth, the Boys and Girls Club of Lincoln Park and quality youth programming.

Sincerely,

Tim McLoughlin
Director of Operations
Boys & Girls Clubs of the Northland
218-727-1549



November 29, 2012

Keith Hamre, Manager
Community Development Division
407 City Hall
Duluth, MN 55802
khamre@duluthmn.gov

FOR YOUTH DEVELOPMENT
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY



Dear Mr. Hamre,

We are writing in support of the "Feeding Kids Through Youth Programs" application. We want to share our appreciation to the Community Development Office and Committee for their initial funding recommendations for fiscal year 2013, and we urge you to keep the funding at this level in the final allocation.

The Duluth Area Family YMCA will use its collaborative funding to support Mentor Duluth and Out of School Time Programming. Within Mentor Duluth, YStyle is an academic mentoring program that matches positive adults and youth. Together, matches learn how to work hard, set goals and be healthy, ending with matches participating in either an indoor triathlon or a 5K race. A component of our YStyle curriculum is healthy eating; YStyle provides nutritious snacks afterschool directly following the YStyle workouts, and CDBG funding will allow us to continue this practice.

The Y's Out of School Time Department operates K.E.Y. Zone programs operate at nine local schools in conjunction with Duluth Public Schools ISD 709. Academic and enrichment based programming is available to families before and after school and is focused on "helping students develop confidence and motivation for school and life." Funding will provide snacks at Homecroft, Lakewood, Lester Park, and Congdon Elementary Schools at the beginning of afternoon programming, ensuring that no children in our programming will be hungry.

As professionals who have made a career out of helping the youth of our community, we want to thank the Community Development Office and Committee for their initial funding recommendations for fiscal year 2013, and urge you to keep the funding at this level in the final allocation. Thank you for supporting the youth of Duluth and quality youth programming in our community.

Sincerely,

Chris Francis
Chief Executive Officer

Blair Gagne
Chief Operating Officer, Community Services Director



November 29, 2012

Keith Hamre, Manager
Community Development Division
407 City Hall
Duluth, MN 55802
khamre@duluthmn.gov



FOR YOUTH DEVELOPMENT
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY

Dear Mr. Hamre,

I am writing in support of the "Feeding Kids Through Youth Programs" application. I want to share our appreciation to the Community Development Office and Committee for their initial funding recommendations for fiscal year 2013, and I urge you to keep the funding at this level in the final allocation.

Feeding Kids Through Youth Programs is part of the food security network of Duluth, providing over 90,000 meals and snacks annually to the children of Duluth through our existing Out of School Time Programs.

With the financial pressures on our organizations from reduced funding, we are struggling to continue to provide quality services to all of the children that need them, and our agencies are forced to contemplate reduction of services. Therefore, Feeding Kids Through Youth Programs would use this funding to help us maintain our current levels of services and staffing with regards to serving food to children. We anticipate serving 27,060 meals and 67,450 snacks to 2,120 children and youth during the 2013 fiscal year. With your support, we can ensure that no children are hungry during our programming time!

I want to thank the Community Development Office and Committee for their initial funding recommendations for fiscal year 2013, and urge you to keep the funding at this level in the final allocation. Thank you for supporting the youth of Duluth and quality youth programming in our community.

Sincerely,

David N. Schaeffer
YMCA Mentor Duluth Director
Member and Fiscal Agent of the Feeding Kids through Youth Programs
Collaborative



November 29th 2012

Greetings Community Development Committee:

The Community Action Duluth Circles@Work program assists single moms to become employed. The 2010 Census documented that a massive percentage of single mothers in Duluth live in poverty.

Families with only a woman present and only a related child under the age of 5 had a poverty rate of 90.5%.

These are the families we are working with in a comprehensive program designed to meet the needs of single mothers and their children.

Our Duluth@Work program provides the following enhancements that are not provided by other agencies because we have tailored our program to meet the needs of single moms:

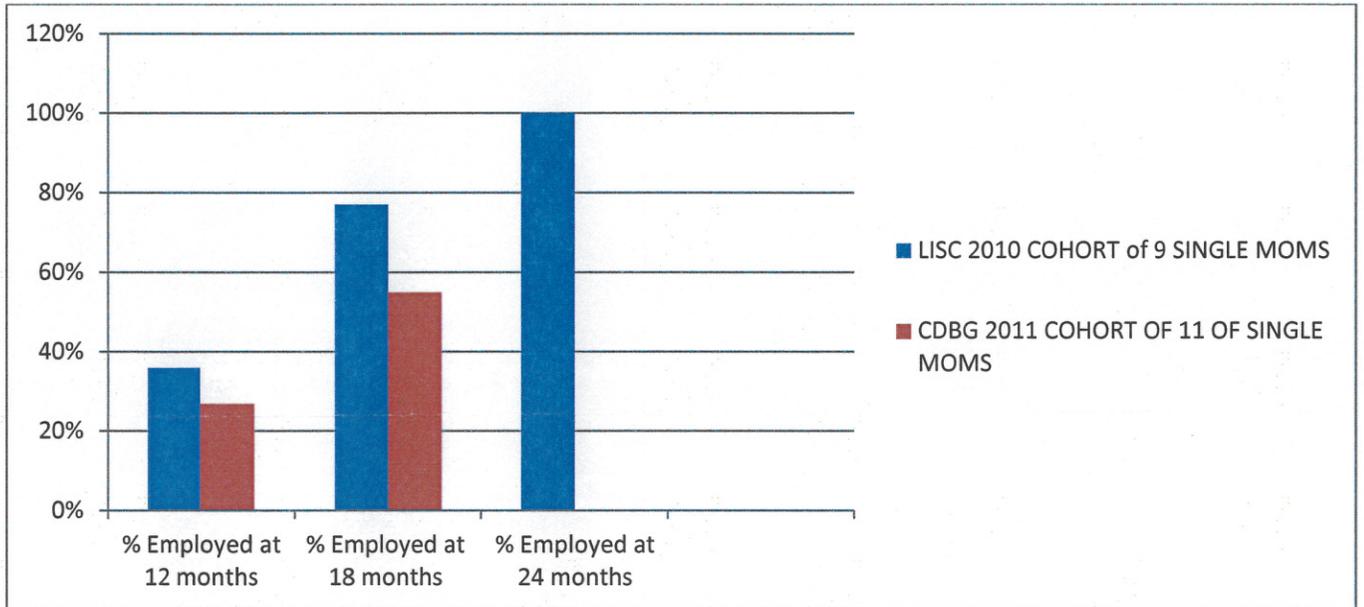
- Evening classes, workshops and cohort meetings
- One site quality childcare during cohort meetings, trainings and workshops
- Food is provided to children and parents
- A middle income ally is provided to each participant to provide encouragement and support related to specific employment goals.

Participants receive a set of comprehensive and holistic services provided on-site. These services are provided in coordination with the employment coaching provided by Circles@Work and create positive outcomes that lead to increased financial stability.

Every single one of these programs increases employability and stability!

- Financial coaching including credit and housing counseling
- Free tax preparation
- On-site opportunity to open a savings account at a local credit union and/or a low/no fee pre-paid debit card to provide a transition from unbanked to banked
- Financial classes and workshops
- Affordable car purchase program with a low-interest rate and down payment assistance
- Leadership development and community engagement opportunities that reduce isolation and increase confidence.

Our outcomes demonstrate that our program is working! 100% of single moms enrolled in the 2010 cohort are employed.



The single moms we work with face numerous barriers and challenges as they transition from public assistance to employment. Due to these challenges our program participants take longer to become employed than some other Duluth@Work cohorts at other agencies. However, our track record demonstrates that the approach we have developed to provide customized services designed to meet the complex needs of single moms is working.

I am asking you to restore the Cirlces@Work funding to the level recommended by the Community Development manager. Thank-you for considering this request.

Sincerely,

Angie Miller
Executive Director
Community Action Duluth

Appendix B / Public Process

- Affordable Housing Coalition May 5, 2012.
- Neighborhood Forums / May 22 and May 24, 2012.
- On-line Forums / May 14 through May 25, 2012.
- Public Hearing on the Monitoring & Implementation of CDBG Programs / June 26, 2012.
- Community Development Meeting to make Funding Recommendations on FY 2013 CDBG, HOME and ESGP Applications / October 30, 2012.
- Public Hearing on FY 2013 Action Plan / December 4, 2012.
- Council Resolution Approving the 2013 Annual Action Plan portion of the 2010-2014 Consolidated Plan and Authorizing a Request for HUD Federal Community Development Block Grant (CDBG), HOME Program and Emergency Solution Grant Program (ESGP) Funds. / January, 2013.
- Council Resolution Authorizing a Request for HUD Federal Community Development Block Grant (CDBG) Funds for the 2013 Program Year as well as Approving the Reallocation of Certain Prior CDBG Funds and Authorizing Agreements with Appropriate Agencies. / January, 2013.
- Council Resolution Authorizing a Request for HUD HOME Funds for the 2013 Program Year and Authorizing Contracts. / January, 2013.
- Council Resolution Authorizing a Request for HUD Emergency Solution Grant Program Funds for the 2013 Program Year and Authorizing Contracts. / January, 2013.

CDBG Community Forums: May 22nd (Harrison), May 24th (Grant)
Proposed Agenda

Part I: Social and Gathering Information: The purpose of this section is for people to familiarize themselves with current projects, issues, and priorities that have been set through neighborhood planning and prior CDBG funding

6:30 Opening

- Welcome and introductions
- Why we're here and what we're going to do tonight
- Short "CDBG 101" presentation by City (including the committee, the process, the current projects, the Public Services/CDBG distinction, all useful for later)

6:45 Ice cream and fruit social and resource investigation

- Exhibits/tables of current CDBG-funded projects, and critical issues
- Neighborhood Plan tables

Part II: Reaction and input: The purpose of this section is for people to participate in setting priorities and allocation of CDBG resources

7:05 Feedback from resource investigation at the tables

- What did you see that really struck you?
- What didn't you see? What was missing that you think is important?

7:15 Breakout groups (three tasks, seven minutes per task, and 3 minutes for report back after)

- #1: Review current split of CDBG allocation dollars and decide if it's about right or whether it needs adjusting, and if so how
- #2: Now suppose Duluth's CDBG funding is cut 10% and look at the allocation chart. How would you adjust it for these circumstances?
- #3: Same exercises, but combined, for the Public Services allocation

Part III: Consolidation of learning: The purpose of this section is to bring the various experiences back together and to achieve a collective understanding,

7:45 Summary of recommendations from the breakout groups

8:00 Response, questions and answers, further discussion (maybe committee members, agencies, or City staff have questions for the group, we could ask the question, and then do the "rounds" – giving everyone a chance to speak to get a sense of the group rather than just the usual suspects)

8:15 Next steps

8:25 Recap

8:30 Adjourn

2012 Public Forums Discussion Meeting Summary

On May 22 and May 24, 2012, the Community Development Department held community input sessions. The format for these meetings was to explain the Community Development Block Grant (CDBG) process and how projects are prioritized. To illustrate the selection process, handouts showing the current allocations were provided. Afterwards, everyone was given a pie chart (attached) so they could decide how they would like the CDBG funding allocated, and then they were given another pie chart with a 10% decrease. This exercise illustrated the funding process that the Community Development Committee goes through. This exercise was repeated for the Public Services portion.

Comments from the meeting included: "this is hard" "why is Public Services limited" "why are there cuts" and "is there a way to get more money." At these two forums, and at an Affordable House Coalition meeting, the public agencies that receive funding also had to go through these exercises. The tabulated results are attached.

2012 Public Forums CDBG Program Discussion Percentage Breakdown

	Affordable Housing	Economic Development	Public Facilities	Public Services	Planning Administration
Harrison	33	22	12	18	15
Harrison (reduction)	30	20	11	19	15
Grant	35	18	15	16	17
Grant (reduction)	30	16	11	13	14
AHC	41	14	13	15	17
AHC (reduction)	38	13	10	15	15
Agency	39	18	13	15	15
Agency (reduction)	37	14	10	14	14
Total Average Response	37	18	13	15	16
Total Average (reduction)	33	16	11	15	15

2012 Public Forums CDBG Program Discussion Percentage Breakdown

	Affordable Housing	Economic Development	Public Facilities	Public Services	Planning Administration
2011 target	35	15	15	15	20
2011 spent	46.6	20.2	5.6	15	19.9
2012 target	30	15	20	15	20
2012 allocated	39.4	13.9	14.7	15	19.2

2012 Public Forums
Public Services Discussion
Percentage Breakdown

	Food and clothing	Health and dental care	Emergency shelter services	Transitional housing for homeless	Services for homeless youth	Supportive housing for homeless	Other
Harrison	27	19	16	11	9	6	3
Grant	31	20	19	13	10	6	1
AHC	29	22	7	13	22	15	1
2012 Allocation	32	20	5	10	20	13	0

FY 2013 ONLINE FORUM SUMMARY

In conjunction with the Public Forums that were held in May 2012, an Online Forum was also held. There was a different topic posted every few days. The Online Forum was available from May 14th, 2012 through May 25th, 2012.

CD FORUM QUESTION 1: Last Year the funding categories were broken down by the following percentages: Affordable Housing 39%, Economic Development 13%, Public Facilities 14%, Public Services 15%, and Planning/Administration 19%. Do you agree with these percentages? Would you prefer to shift funds from one category to another? Would you like to see more affordable housing, more job opportunities, etc? Let us know what you think! Please explain your answer.

CD FORUM QUESTION 2: What barriers are keeping you, or someone you know, from obtaining suitable housing? What type of program or assistance would help most in attaining suitable housing?

CD FORUM QUESTION 3: The City is limited in how much money it puts into fund Public Services. Which of the following would you place a priority on? Food and clothing, health and dental care, emergency shelter services, transitional housing for homeless, services for homeless youth, or supportive housing for homeless.

CD FORUM QUESTION 4: What is the biggest need that you see in your neighborhood. What is the biggest need in Duluth?

Question ID	Date Posted	Display Name	Neighborhood	Comment
1	5/14/2012	Homeowner	East Hillside	30% affordable housing 20% public facilities 15% Public services 20% economic development 15% administration Administration should not be more than 15% of the total budget.
1	5/15/2012	Citizen	Hillside	I believe that we should allocate more to Economic Development. Helping people find and maintain employment affects so many other areas of the community. How can we thrive as a city and county if our citizens aren't working to their potential? However, I'm not saying that we hand out jobs left and right. People won't learn that way. I am saying that we should train people and give them the tools they need to find employment. Not everyone knows how to write a resume or cover letter or answer interview questions. If we focus on equipping our citizens for employment, we will find higher success rates and less job hopping.
2	5/16/2012	JS	Central Hillside	Housing is only truly affordable if all costs are considered. We need to continue with programs that provide for affordable rental, purchase, and living (which includes energy/utility costs). Duluth's housing stock is old and needs to continue to be updated for energy efficiency, blight reduction, and neighborhood stabilization.
2	5/16/2012	Dave	Lincoln Park	We need more affordable hosing but not for families that don't WANT to work. What we need is more help for people to purchase housing NOT renting. Help with down payments would be ideal. Plus make people clean up their yards and keep it looking like you care.

3	5/18/2012	laxley	townhomes	I think those are wonderful things to spend money on. Food and clothing are a necessity and a lot of kids don't have just that. They need food to develop correctly and to function further in life, so I think kids should be first priority. People need medical and dental care because if they don't have it they will suffer and look for other ways to make it go away which could be unhealthy. Anything with housing is positive too because a lot of poor people trying to get on to their own two feet instead of relying on others can't afford housing. Housing is outrageously expensive. Kudos to all of the people who helped support and pay for all of these things to help our community!
4	5/24/2012	laxley	townhomes	I don't see any need in my neighborhood but I do see a lot of needs in downtown Duluth. We need to work to better the areas that are crumbling to the ground. We need to educate people so they can help with the up keep of stuff. The more we help educate people the better off everybody will be.
4	5/24/2012	DS	Chester	The biggest need for both my neighborhood and for Duluth in general is providing for the needs of our youth. By being proactive and supporting children and their families in all aspects (food, shelter, education, youth programming) we are able to help break families out of the cycle of poverty. It is much more cost effective to be proactive rather than reactive, while also positively impacting the lives of more people.



Notice of Public Comment Period on the City of Duluth's 2011 Consolidated Annual Performance and Evaluation Report (CAPER) and Community Development Monitoring Public Hearing

The City of Duluth's Community Development Division announces a 15-day comment period on its 2011 Consolidated Annual Performance and Evaluation Report, prior to the submission of the report to the U.S. Department of Housing and Urban Development (HUD). The public comment period is Thursday, June 14 to Friday, June 29.

The Consolidated Plan is both a planning document and application for funding through the Community Development Block Grant (CDBG) program, HOME Investment Partnerships Program (HOME) and the Emergency Shelter Grant Program (ESGP). It describes the community's needs, specific goals and objectives that are designed to achieve the community vision. The 2011 Performance Report will summarize the annual and five-year accomplishments and assess progress toward meeting the vision in the Plan.

Duluth's Consolidated Plan has the following three goals against which an assessment of performance in the City's previous fiscal year will be summarized: 1) An adequate supply of quality housing so that safe, affordable and appropriate housing opportunities are available for all Duluthians; 2) Quality, stable neighborhoods for Duluth's citizens; and 3) Creation and preservation of employment opportunities in the City across the entire spectrum of job skills.

Copies of the 2011 Consolidated Annual Performance and Evaluation Report will be available beginning June 14 at the City of Duluth Community Development Office (Room 407, City Hall), the City Clerk's office (Room 302), on the City's web site, and at the Duluth Public Library and all branches.

Comments may be mailed, faxed or transmitted via E-mail. For more information or to receive a copy of the report, contact the Community Development Division, Room 407 City Hall, Duluth, MN 55802. Phone: 730-5480. Fax: 730-5915. E-mail: khamre@duluthmn.gov

Also, a public hearing (conducted by the Community Development Committee), will be held to review the activities and progress of current recipients of CDBG, HOME and ESGP funding. The Consolidated Annual Performance and Evaluation Report (CAPER) will be reviewed at the public hearing. This is an opportunity to come and find out about the program or to ask any questions about activity accomplishments.

**Tuesday, June 26, 2012 - 6:00 p.m.
Duluth City Council Chambers
Third Floor, City Hall - 411 West First Street**

The public is strongly encouraged to attend this important public hearing. Committees making decisions on this funding need to hear from the general public, especially from these programs' beneficiaries - persons with low and moderate incomes, persons of color and persons with disabilities.

If you have special needs, such as an interpreter, please contact the Community Development Division at 730-5480 so that your needs can be accommodated. For hearing impaired persons please call the City's TTY/Information Assistance at 730-5000 or the Minnesota Relay Service at 1-800-627-3529.

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Large Display Legal Ad - Duluth News Tribune – Thursday, June 14, 2012

Notice of Public Comment Period and Public Hearing on the City of Duluth FY 2013 Action Plan for Housing and Community Development

* Federal Funding Recommendations Included *

The City of Duluth is seeking citizen comment on the Draft FY 2013 Action Plan for Housing and Community Development. Current community issues, especially those affecting persons with low and moderate incomes, persons of color, and persons with disabilities, and the City’s progress toward five-year community development goals are outlined in the Plan. **This Plan includes the recommendations for approximately \$3.4 million in funds to the City of Duluth from three programs of the U.S. Department of Housing and Urban Development. The Community Development Committee (CD Committee) plans and advises on the use of these funds to the Duluth City Council.**

CD Committee Recommendations for 2013 Funding:

Community Development Block Grant (CDBG) Program (at least 70% of CDBG funds must benefit persons with low or moderate incomes)

Housing (all are applications are for housing improvements that will benefit people with low or moderate incomes)

Housing Resource Connection – Duluth HRA & One Roof	\$ 514,000
Coordinated Duluth Weatherization Project- AEOA & Ecolibrium3	\$ 180,000

Economic Development (all applications will create full-time jobs or assist businesses to create jobs to be filled by persons having low or moderate incomes at the time of employment)

SOAR Duluth At Work – SOAR Career Solutions	\$ 140,000
CHUM Support Services for Employment – CHUM	\$ 72,000
Growing Neighborhood Businesses – Northeast Entrepreneur Fund	\$ 64,000
Futures Program for Homeless Youth - Life House	\$ 24,000
Circles of Support – Community Action Duluth	\$ 28,000

Public Facility Improvements (all applications will provide improvements to neighborhoods having a majority of persons with low and moderate incomes)

One Roof Community Housing – Hillside Apartments	\$ 225,000
LIFELINE Building for Homeless Youth – Life House	\$ 142,000

Public Service (all applications will provide programs or

services to persons with low or moderate incomes) Federal regulations stipulate a maximum of 15% of grant funds to public service applications.)

Duluth Hunger Project - CHUM	\$ 65,550
Primary Health Care Services - Lake Superior Community Health Ctr	\$ 62,890
Clothes that Work & Community Services – Damiano Center	\$ 16,500
Feeding Kids through Youth Services – YMCA	\$ 20,810
Basic Needs Center for Homeless Youth- Life House	\$ 28,870
Homeless Emergency Shelter Stabilization Services – CHUM	\$ 27,950
Safe Haven Shelter Program – Safe Haven Shelter	\$ 17,100
Transitional Hsg & Permanent Supportive Housing – AICHO	\$ 3,150
Women’s Transitional Housing Program – CCHC	\$ 18,810
Homeless Veterans Housing & Services – MACV	\$ 15,000
Family Transitional Housing Program - Salvation Army	\$ 16,730
Permanent Supportive Housing Program – CCHC	\$ 15,280
Coordinated Homeless In-take Process	\$ 12,085

Planning

Program Administration – CD Division	\$ 407,633
Neighborhood Revitalization Planning – CD Division	\$ 20,000
HOME Program Administration – CD Division	\$ 44,450
ESGP Program Administration – CD Division	\$ 16,678
HOME TBRA Administration – Duluth HRA	\$ 7,500

HOME Investment Partnerships Program - Proposed Year 2013 Funding Recommendations

Homeless Rental Assistance Program (TBRA) – Duluth HRA	\$ 125,000
Housing Resource Connection Duluth HRA / One Roof	\$ 79,619
Housing Predevelopment – Center City Housing Corp	\$ 13,000
Hillside Apartments – One Roof Community Housing	\$ 250,000

Emergency Solutions Grants Program - Proposed Year 2013 Funding Recommendations

Duluth Emergency Shelter Program – CHUM	\$ 31,774
Shelter for Battered Women - Safe Haven	\$ 19,968
Family Transitional Hsg Services – CCHC	\$ 31,232
Housing Program for Homeless Youth- Life House	\$ 7,680
Veterans Transitional Housing Operations - MACV	\$ 4,608
Family Transitional Housing Operations – Salvation Army	\$ 27,136
Operating Support – AICHO	\$ 10,752
HMIS – Wilder Foundation	\$ 8,000
Rapid Rehousing /Homeless Prevention Assistance	\$ 64,346

There is a 30-day public review period on this Draft Plan and the funding recommendations which runs from November 1 – December 3, 2012. Copies of the Plan are available at the City of Duluth Community Development Division (Room 407 City Hall), Duluth City Clerk's Office (Room 330 City Hall), the Duluth Public Library and all branches of the library. Also included in the Consolidated Plan is an analysis of impediments to Fair Housing.

A public hearing will be held by the CD Committee at 6:30 p.m. on Tuesday, December 4, 2012, in Room 303 - 3rd Floor - City Hall. The purpose of the public hearing is for citizens to comment on the Draft Plan and the funding recommendations. Members of the public, especially persons having low and moderate incomes, persons of Color, and persons with disabilities, are encouraged to attend and comment on the 2013 Action Plan.

For more information or to forward comments on this Draft Action Plan, contact:

**Keith Hamre
Community Development
Room 407 City Hall
Duluth, MN 55802**

**730-5480 (phone) 730-5915 (fax)
khamre@duluthmn.gov**

A brief summary of the funding recommendations is available on the City's website, please visit <http://www.duluthmn.gov/planning/cd/index.cfm>.

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Page 1 of 2

**Notice of Public Comment
Period and Public Hearing
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Action Plan for Housing and
Community Development**

*** Federal Funding Recom-
mendations Included ***

The City of Duluth is seeking citizen comment on the Draft FY 2013 Action Plan for Housing and Community Development. Current community issues, especially those affecting persons with low and moderate incomes, persons of color, and persons with disabilities, and the City's progress toward five-year community development goals are outlined in the Plan. **This Plan includes the recommendations for approximately \$3.4 million in funds to the City of Duluth from three programs of the U.S. Department of Housing and Urban Development. The Community Development Committee (CD Committee) plans and advises on the use of these funds to the Duluth City Council.**

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**MEETING SUMMARY OF THE
COMMUNITY DEVELOPMENT COMMITTEE (CDC)
MEETING AND PUBLIC HEARING
TUESDAY, DECEMBER 4, 2012 – 6:00 P.M.
CITY COUNCIL CHAMBERS – DULUTH CITY HALL**

Present: Debra Branley, Jim Gaylord, Bill Kimbler, Michael Ramsey, Daryl Yankee, Daniel Nyquist, Kristi Gordon, John Evans, Barbara Carr, Justin Perpich

Absent: None.

Staff: Keith Hamre, Char McLennan, Suzanne Kelley, Karen Olesen, Ben VanTassel, Jade Seelye (intern).

Others Present: List Attached.

Roll Call: A quorum was present. Chair Kimbler called the meeting to order at 6:00 p.m.

1. Introductions

Chair Kimbler announced that a public hearing would take place on the FY 2013 Action Plan.

CD Manager Hamre said the plan has been available for comment since November 1st at the three branch libraries, City Hall, and on the city website. The purpose of the public hearing is for citizens to comment on the Plan and the funding recommendations.

2. Overview of Public Comments received during the 30-day Public Comment Period

Hamre listed the public comments that were received by the Committee during the 30-Day Public Comment Period.

Kathy Bogen- Grant Community School Collaborative

Pam Kramer- Duluth LISC/Duluth At Work

Treasure A. Jenkins- Supporter of Community Action Duluth Circles at Work Program

Harley Blake- Community Action Duluth Board Member

Mimi Stender- Community Action Duluth Board Member

Russ Salgy- Valley Youth Centers of Duluth

Martin Lepak- Duluth Affordable Housing Coalition Chair

Tim McLoughlin- Boys & Girls Clubs of the Northland/Feeding Kids Through Youth Programs

Chris Francis (CEO)/Blair Gagne (COO)- Duluth Area Family YMCA/Feeding Kids Through Youth Programs

David Schaeffer- Duluth Area Family YMCA/Feeding Kids Through Youth Programs
Angie Miller- Community Action Duluth/Circles At Work

Hamre also noted that a Committee of the Whole meeting has been scheduled with the City Council on December 17th with the Community Development Committee to discuss the Action Plan recommendations.

3. Opportunity for people to comment on the FY 2013 Action Plan Funding Recommendations

Chair Kimbler opened the Public Hearing and advised those who speak will be limited to 3 minutes each. Speakers included:

Kate Wigren- Community Action Duluth (CAD), Circles At Work Program Director. Kate thanked the CD Committee for the work they do, and stated that CAD requested \$64,000, CD Manager recommended \$56,000, and the CD Committee recommended \$28,000. The recommended format is for \$8,000 per participant. Kate read a letter from Angie Miller, stating that Circles At Work provides additional services beyond coaching. Mothers take longer to transition from relying on public assistance to joining the work force because of the barriers. She asked that the Circles At Work program be funded at the amount of the original CD Manager recommendation.

Sara Polensky- Sara was able to find the support she needed to build skills and enroll in school, and this opened up a brighter future because of the Circles At Work program.

Karn Juusola- Karn stated that she volunteers with Circles At Work and has seen many lives changed. The barriers of single parenthood are tough barriers to overcome. This program helps them to overcome those barriers and become self-sufficient.

Samantha Etheridge- Samantha has been connected with CAD for 5 years. In 2011 she started with the Circles At Work Program and has received a lot of support. Her CAD mentor has provided her with tremendous support and she would not be in school without this help. Circles At Work has changed her life.

Tim Peterson- Life House- Finance Director. Tim stated that over 600 at risk youth are served at Life House each year. He provided reassurance that Life House continues to be under strong leadership. Tim and Jeff Woolverton have over 3 years working on the Life House leadership team. He provided examples of homeless youth who have changed their lives through Life House, and he stated that the number of youth Life House has served over the last few years has steadily increased. Life House is committed to providing support for Homeless Youth in Duluth.

Dave Schaeffer- Feeding Kids Through Youth Programs- Dave offered thanks to the CD Committee for their work. He urged to keep the funding at the same level and listed all of the organizations involved in the program. The funding will ensure that the programs maintain current levels of staff in serving food; 27,000 meals and 67,000 snacks. He listed some of the health and educational effects of hunger, and stated that the program helps to make kids educationally and socially successful.

Sarah Priest- Community Action Duluth- Sarah thanked the Committee for their work and tough decisions and told a story of a participant who has benefitted greatly from the FAIM Program. She stated that in the FAIM program, 97% of people who have purchased a home remain in that home. CDBG funding is one of few in the country that is funding similar programs. She asked that the committee fund the housing counseling and IDA program this year. She also referenced the many letters that were written last year in support of this program.

Theresa Johnson- Community Action Duluth- Participant of Circles At Work, and wanted to share the importance of the program. Theresa stated the program helps to alleviate the barriers of finding employment for single mothers. The program is very much needed, and she would like the Committee to continue funding the program.

The Public Hearing was closed.

4. Final FY 2012 Action Plan and Funding Recommendations for Transmittal to City Council

Hamre stated that currently the CDBG/HOME/ESG funding amounts are estimates of what the city will receive, and urged the committee to discuss what staff should do if there is more money or less funding received from the Department of Housing and Urban Development. Hamre stated that if the "fiscal cliff" is reached it could mean about a 7-8% cut to the funding amounts for 2013.

Economic Development

Dan Nyquist recommended that the committee restore the funding for CAD Circles At Work to the Manager's recommendation of \$56,000, stating there is a need for this program in Duluth.

Gaylord noted that we should fund the categories in \$8,000 increments as the Duluth At Work model is designed. Branley reminded the Committee that the reason for the reduction in funding was because many of the 2011 participants did not become employed, and that the focus is about funding a successful program that results in participants getting jobs. Yankee stated that he would like to see efficiencies and the possibility of consolidating programs. Ramsey noted

that SOAR has done a good job at meeting benchmarks and that reducing their amount would be punishing a good performing program.

Nyquist motioned, Gaylord seconded to fund the Economic Development Category at the following amounts; CAD Circles At Work at \$56,000, SOAR Duluth At Work at \$112,000, CHUM Employment Services at \$72,000, Entrepreneur Fund Growing Neighborhood Businesses at \$64,000, and Life House Futures Program at \$24,000. Motion Failed; 2-8 (Yes- Nyquist, Gaylord. No- Branley, Kimbler, Ramsey, Yankee, Gordon, Evans, Carr, Perpich)

Chair asked Kate Wigren (CAD Circles At Work Program Director) to address the differences between what CAD and SOAR provide for their Duluth At Work Programs. Wigren stated that CAD provides childcare for meetings and referrals to SOAR are done when appropriate. The initial intense participant support up front is what CAD does that is unique. She said that even though only three participants had gotten jobs, all had completed training after the first year and more jobs were attained after that first year. SOAR also does more specific trainings for certain occupations and deals with soft skills, crisis needs, etc. CAD also does utilize some of SOAR's programming after a number of needs/barriers have been met.

Carr asked if participants could use Bethany Crisis Shelter or Little Treasures when childcare was needed to attend meetings, rather than rely upon Circles At Work to provide it. Wigren noted there are some distance barriers and explained that childcare assistance is not always available.

Hamre explained why the Duluth At Work uses the base of \$8,000 for each participant. He explained that the premise is based on the Portland model which is \$8,000 for each participant over a three-year period. He also mentioned that the program looks to see them employed for two years to build solid work history and references, which are critical.

Nyquist asked Mary Mathews (Entrepreneur Fund) if the businesses had already been lined up for the year. Mathews responded that they have 9 businesses ready for the program.

Gaylord motioned, Evans seconded that the economic category be funded at the following amounts; CAD Circles at Work at \$48,000, SOAR Duluth at Work at \$120,000, CHUM Employment Services at \$72,000, Entrepreneur Fund Growing Neighborhood Businesses at \$64,000, Life House Futures Program at \$24,000. Motion passed; 6-4 (Yes- Nyquist, Gaylord, Evans, Branley, Yankee, Perpich; No- Ramsey, Kimbler, Carr, Gordon)

Affordable Housing

Hamre recommended the CD Committee change their recommendation for HRA to switch from multi-family rehab units to single-family rehab units. The Duluth HRA is working with One Roof Community Housing in completing more Purchase/Rehab/Resale as the HRA already has significant funding to rehab multi-family units in 2013.

Kimbler motioned, Ramsey seconded to fund the Duluth HRA to rehab single-family units, rather than multi-family units. Motion passed; Unanimous.

Nyquist questioned why CAD IDA Housing Counseling and Downpayment Assistance application wasn't recommended for funding this year. Hamre explained that the program's application received the lowest scores and with lacking funds available, funding all the housing programs would be difficult.

No changes were made to the previously recommended funding amounts for Affordable Housing.

Public Facilities

No changes were made to the previously recommended funding amounts for Public Facilities.

Public Services

Hamre noted to the Committee that a program matrix was developed to better inform them what each program does.

Nyquist asked if the Community Development had received any comments from the American Indian Community Housing Organization (AICHO). Hamre noted that we had not received any comments from AICHO, but that they are experiencing staff turnover. Their Executive Director has left and Michelle Lebeau is the interim Executive Director.

No changes were made to the previously recommended funding amounts for Public Services.

Administration

Nyquist questioned who receives the Tenant Based Rental Assistance (TBRA) Administrative funds. Hamre answered that the HRA administers that program and uses the funds for that program.

No changes were made to the previously recommended funding amounts for Administration.

Emergency Solutions Grant

Hamre noted that the \$72,346 extra will be used to pay for homeless prevention and rapid rehousing needs. The Community Development staff is currently working through the process of determining which agency will administer those funds.

No changes were made to the previously recommended funding amounts for Emergency Solutions Grant.

HOME Program

No changes were made to the previously recommended funding amounts for the HOME Program.

Hamre noted that there was \$407 that was unallocated at the last meeting, and the Committee should identify what to do with it.

Kimbley motioned, Gaylord seconded to allocate the \$407 to the Coordinated Duluth Weatherization Program, increasing their allocation to \$180,407. Motion Passed; Unanimous.

Hamre recommended that the Committee make a recommendation if there are reductions or increases to the funding amounts, where CD staff should apply the increases/reductions. Kimbley motioned to make equal reductions across the program. Carr stated that making decreases/increases across the board would not take the program's performance into the decision and that if more/less funding is received it would be best to make an amendment at a future meeting. Kimbley withdrew his motion and a recommendation on what to do with changes in the amount was not made.

5. Approval of Meeting Summary for October 30, 2012

Carr motioned, Yankee seconded to approve the meetings summary for October 30, 2012 as presented. Motion passed; Unanimous.

Next Meeting

Hamre noted that the City Council Committee of the Whole meeting on December 17th would give the CD Committee a chance to recommend their amounts to the Council and discuss the process.

The next meeting date will depend on what funding news the CD Office hears from the Department of Housing and Urban Development. The Action Plan will be submitted to HUD by February 15, 2013.

Hamre asked that the Committee discuss at the next meeting the application process and what changes could be made to improve it.

Ramsey motioned, Evans seconded to adjourn at 7:23 PM. Motion passed, Unanimous.

Respectfully submitted by Ben VanTassel

PUBLIC HEARING ATTENDANCE

Heather Smith- Salvation Army
Pam Benson- Duluth HRA
Lynne Snyder- Duluth HRA
Kate Wigren- Community Action Duluth
Tim Peterson- Life House
Jeff Woolverton- Life House
Amy Westbrook- SOAR
Alexis Carlson- SOAR
John Bartikoski- SOAR
Susan Utech- Safe Haven
David Mattson- SOAR
Cynthia Finley- MACV
Mary Mathews- Entrepreneur Fund
Deb Eagle- Community Action Duluth
Niimii Eagle- Community Action Duluth
Kewee Donahev- Community Action Duluth
Sarah M. Priest- Community Action Duluth
Jeff Corey- One Roof Community Housing
Sara Polensky- Community Action Duluth
Karn Juusola- Community Action Duluth
Samantha Etheridge- Community Action Duluth
David Benson- Damiano Center
Dave Schaeffer- Feeding Kids Through Youth Programs/YMCA

Appendix C: Recapture/Resale Guidelines for Home Buyer Activities

CITY OF DULUTH (City) HOME PROGRAM HOMEOWNERSHIP ASSISTANCE HOMEBUYER ASSISTANCE, RESALE AND RECAPTURE GUIDELINES

REVISED November 2009

Eligibility:

The following applies to all homebuyers or homeowners of HOME funded housing.

1. Homebuyers and homeowners must be low-income households defined as: households whose income does not exceed eighty percent (80%) of the area median income, adjusted for family size, as determined, from time to time, by the United States Department of Housing and Urban Development (HUD).
2. Homeowners and homebuyers must occupy the property as a principal residence.

Eligible Property Types and Forms of Ownership:

1. The property can be an existing property or newly constructed.
2. The property can be privately or publicly held prior to sale to the homebuyer.
3. An eligible property may include: a single-family property (one unit) to four-unit property, a condominium unit, a manufactured or mobile home, or a cooperative or mutual housing unit.
4. Homeownership means ownership in fee simple title, a 99-year leasehold interest, ownership in a cooperative or mutual housing unit, or an equivalent form of ownership approved by HUD.

Property Standards:

1. Any property acquired under the HOME Program Homeownership Assistance program must meet all applicable State and local housing quality standards and code requirements and if there are no such standards or code requirements, the housing must meet the housing quality standards in 24 CFR 982.401.
2. Any property acquired where rehabilitation is needed at the time of initial occupancy must be free from all noted health and safety defects before

occupancy and not later than 6 months after the transfer of ownership to the buyer being assisted. The housing must meet the property standards, indicated in number 1. above, not later than 2 years after the transfer of the ownership interest.

Property Value At Time of Purchase:

1. Properties will require an appraisal before HOME assistance is provided.
2. Appraised value (not purchase price) of HOME-assisted property to be acquired must not exceed the 203(b) mortgage limit established in February 2008 (the “pre-stimulus” mortgage limit) or the actual 95% of median sales price for the area for the type of home being purchased. If the HOME-assisted property is also a Community Land Trust property, the value of the land may be excluded from the total value to determine the value of the property being acquired by the homebuyer.
3. If rehabilitation is required, the appraised property value after rehabilitation cannot exceed the 203(b) mortgage limit or the actual 95% of median sales price. An after-rehabilitation value estimate must be completed prior to investment of HOME funds.

Guidelines for Recapture, Resale, and Restrictions to Ensure Long-term Affordability

The City of Duluth HOME written agreement with the organization will state if the resale requirement or the recapture requirement will be utilized. For the recapture requirement, the City HOME agreement with will also state if the recapture will be full or partial repayment of the direct HOME subsidy (See Recapture Guidelines). Resale or recapture requirements will also be stated in the “Agreement Between the Participating Jurisdiction (*PJ*) and the Homebuyer” signed by the homebuyer.

Recapture is the preferred option of the City of Duluth. Resale will only be considered for those projects with significant long-term affordability guidelines and where the organization and homebuyer have an ongoing relationship after the original sale of the HOME assisted unit.

In the event of a possible foreclosure, the City may use purchase option, rights of first refusal or other preemptive rights to purchase the housing before foreclosure to preserve affordability. (See Foreclosure Guidelines.)

A restrictive covenant will be used to ensure compliance with the resale or recapture requirement.

Guidelines for Resale

1. If the housing is sold during the period of affordability, there will be a resale restriction to ensure long-term affordability on properties assisted by the HOME-funded Homeowner Assistance Program.
2. Properties must be affordable to the **first purchaser and all subsequent purchasers for the term of affordability**. Affordability means that the principal, interest, property taxes and insurance (PITI) may not exceed 30% of the gross income of a family with an income that is 80% or less of the median income for the area, adjusted for family size.
3. The affordability provision will continue in effect for the remainder of the original period of affordability.
4. If the property is sold within the affordability period, the subsequent purchaser must also be an income eligible household that will occupy the property as its principal residence. And, should the property be sold within the second half of the affordability period, the City has the option to require an additional five year affordability period for the property.
5. If the property does not continue to be the principal residence of the family for the duration of the affordability period, the housing must be sold at a price consistent with the affordability restriction.
6. Upon the resale, documentation must be provided to the City of Duluth, who will make the determination if the original HOME-assisted owner is provided with a fair return on investment including the homeowner's investment and any capital improvements. Fair return will be defined either by compensating the owner for improvements made or through a diminishing subsidy method agreed upon as a part of the initial sale. The value of improvements will be determined through the use of IRS definitions of property improvements and homeowner verification of costs.
7. If the sale price is still not affordable to a new low-income family, the City may choose to reduce what is due to the City under the sale and require the seller to reduce the sale price by that amount.
8. Community Land Trusts (CLT):
A community land trust acquires land and makes the land available to individual families, cooperatives and others through long-term (99 year) leases. While the leaseholders do not own the land, they may own their buildings or housing units. The CLT, while providing fair equity for the owners of the improvements, maintains affordability at the time of purchase and sale through the leasehold agreement. Where there is a subsidy or loan with the use of HOME funds to a CLT for property acquisition, or to a family (or cooperator if the CLT is in the form of a cooperative), the provisions of the leasehold agreement between the CLT and the occupant must ensure the long-term affordability of the units for the period of affordability both at the time of purchase and resale. Because the leasehold agreement in the CLT model is between the CLT and the homeowner or cooperator, the terms of

the leasehold must be determined to be consistent with the qualifications of affordable housing (Sec. 92.254) prior to the provisions of the subsidy. The subsidy may take the form of a loan or grant to the CLT for acquisition of the land (or building in the event of a cooperative) or may be in the form of a loan or grant to the homeowner or cooperator for acquisition and/or rehabilitation of the improvements (building). Where there is a subsidy or loan with the use of HOME funds to a CLT for a purchase/ rehab home ownership project, the CLT will execute a UCC financing statement in favor of the CLT. Where there is a subsidy or loan with the use of HOME funds to a CLT for a new construction project, the CLT must file a mortgage lien on the properties in favor of the City in the amount of the grants as required by the HOME agreements between the CLT and the City. This process was agreed upon following meetings and discussions between the City of Duluth attorney and the CLT attorney and is stated in the Memo to the Duluth CLT dated August 29, 2002 from the CD Manager, and copied to CD staff and the City attorney for CD. The leasehold agreement has also been reviewed and approved by HUD.

Guidelines for Recapture:

The City may require full or partial repayment of the direct HOME subsidy when a resale occurs during the affordability period or when the housing unit is no longer the principal residence of the HOME-assisted owner. A direct HOME subsidy consists of any HOME Program financial assistance that reduces the purchase price from fair market value to an affordable price, or otherwise directly subsidizes the purchase (e.g., downpayment or closing cost assistance, subordinate financing). However, if there are no net proceeds or insufficient proceeds to recapture the full amount of HOME investment due, the amount subject to recapture will be limited to what is available from net proceeds.

The option for repayment will be incorporated into the program guidelines, which must be approved by the City and included in the HOME agreement between the City and the organization. The following three options may be considered:

- 1) recapture the entire amount;
- 2) reduction (or forgiveness) during the affordability period of the amount to be recaptured on a pro-rata basis for the time the homeowner has owned and occupied the housing measured against the required affordability period; or
- 3) through shared net proceeds if the net proceeds are not sufficient to recapture the full HOME investment plus enable homeowner to recover their downpayment and any capital improvement investment made by the owner since purchase. The net proceeds are defined as the sales price minus the superior loan repayment (other than HOME funds) and any closing costs.

Guidelines for Foreclosure

The organization is required to ensure that the City is notified of any possible foreclosure. This shall be accomplished by the organization filing a “Request for Notice of Foreclosure” document on the property in the St. Louis County Records Office naming the City of Duluth Community Development Office, 407 City Hall, Duluth, MN 55802, as the party to be notified.

In the event of a possible foreclosure of a first mortgage, the City may use purchase option, rights of first refusal or other preemptive rights to purchase the housing before foreclosure to preserve affordability. However, the affordability restrictions may be terminated in instances of foreclosure, a transfer in lieu of foreclosure, or assignment of an FHA insured mortgage to HUD. The affordability restrictions shall be reviewed according to the original terms if, during the original affordability period, the owner of record before the termination event, obtains an ownership interest in the property. The restrictive covenant will include the provisions of this paragraph.

Buyer Agreement

The City may delegate in the HOME agreement with the organization the Participating Jurisdiction’s(PJ) responsibility for executing the HOME program written agreement with the buyer of the HOME assisted unit. The organization must ensure the “Agreement Between the Participating Jurisdiction and the Homebuyer” (which is provided as an attachment to the organization’s HOME agreement), is reviewed with the buyer prior to closing on the purchase of the house, and that the buyer understands and agrees to the HOME requirements. The organization must make the sale of the house contingent on the execution of the PJ and Homebuyer agreement.

PLANNING AND ECONOMIC DEVELOPMENT COMMITTEE

12-0623R

RESOLUTION APPROVING THE 2013 ANNUAL ACTION PLAN PORTION OF THE 2010-2014 CONSOLIDATED PLAN AND AUTHORIZING A REQUEST FOR HUD FEDERAL COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG), HOME PROGRAM AND EMERGENCY SOLUTIONS GRANT PROGRAM (ESGP) FUNDS

CITY PROPOSAL:

WHEREAS, Regulation 24 CFR Part 91 issued by the U.S. department of housing and urban development (HUD) requires the city to submit and receive HUD approval of an annual action plan as part of a HUD-approved five-year consolidated plan for the city of Duluth; and

WHEREAS, Title 1 of the Housing and Community Development Act of 1974, as amended, establishes a community development block grant (CDBG) program for the purpose of developing viable urban communities by providing decent housing and suitable living environment and expanding economic opportunities and preventing and/or eliminating conditions of slum and blight, principally for persons of low and moderate income; and

WHEREAS, the City of Duluth desires to continue to carry out HUD-funded programs;

NOW, THEREFORE, BE IT RESOLVED, that the FY 2013 action plan portion of the FY 2010-2014 city of Duluth consolidated plan for housing and community development required by HUD federal legislation is hereby adopted and approved.

BE IT FURTHER RESOLVED, that the City of Duluth hereby makes a finding that expenditures as set forth in Resolution 12-0626R are necessary and appropriate and, further, that said expenditures for the CDBG program will serve to assist low- and moderate-income individuals/families (no less than 70 percent as described in federal regulations) and/or serve to prevent or eliminate conditions of slum or blight in the community.

BE IT FURTHER RESOLVED, that the city of Duluth hereby makes a finding that expenditures as set forth in resolutions 12-0625R and 12-0624R are necessary and appropriate and, further, that said expenditures for the HOME and ESG programs will serve to assist low- and moderate-income people.

BE IT FURTHER RESOLVED, that the city of Duluth and its officials are authorized and directed to assume full responsibility for assuring that its community development program is carried out in full compliance with the provisions of the acts implementing the programs and all regulations of HUD issued pursuant thereto and authorizing appropriate city officials to execute any documents with HUD to implement the program. This authorization shall also apply to existing programs with the city and HUD under the HUD CDBG, HOME and emergency shelter grant programs.

Approved:



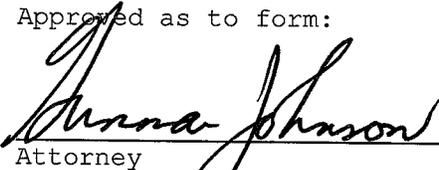
Department Director

Approved for presentation to council:



Chief Administrative Officer

Approved as to form:



Attorney

Approved:



Auditor

CD KH:bel 12/06/2012

STATEMENT OF PURPOSE: This resolution reflects comments from organizations and citizens as related to funding for three HUD-funded programs: the community development block grant (CDBG) program, the HOME program, and the emergency shelter grant program (ESGP). In addition to citizens, the neighborhood forums and the community development committee (CD committee) each played a role in the recommendations contained in the resolution. There was also a 30-day public comment period from November 1, 2012, to December 3, 2012, on the draft 2013 annual action plan portion of the 2010-2014 consolidated plan, which includes recommended funding for the 2013 CDBG, HOME and ESG programs. The CD committee held a public hearing on December 4 to hear comments on the funding recommendations. The final recommendations were approved on December 4, 2012, with the concurrence of the CD manager. The resolution, in addition to authorizing application for grant funds and administration of same when received, also takes the following actions:

- (a) Approves 2013 annual action plan portion of the 2010-2014

- consolidated plan under HUD regulations;
- (b) Allocates funds to the projects as listed for the 2012 CDBG program;
 - (c) Allocates funds for the 2013 HOME and ESG Programs; and
 - (d) Authorizes execution of documents with HUD.

Source of funds:

\$2,138,165	in new 2013 CDBG funds
519,569	in new 2013 HOME funds
<u>222,138</u>	in new 2013 ESG funds
\$2,879,872	2013 community development program total

PLANNING AND ECONOMIC DEVELOPMENT COMMITTEE

12-0626R

RESOLUTION AUTHORIZING A REQUEST FOR HUD FEDERAL COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FUNDS FOR THE 2013 PROGRAM YEAR AS WELL AS APPROVING THE REALLOCATION OF CERTAIN PRIOR CDBG FUNDS AND AUTHORIZING AGREEMENTS WITH APPROPRIATE AGENCIES

CITY PROPOSAL:

WHEREAS, City Council Resolution No. 12-0623R, adopted December 17, 2012, approved FY 2013 annual Action Plan portion of the 2010-2014 Consolidated Plan; and

WHEREAS, the secretary of HUD is authorized to make grants to cities and/or counties to finance local community development programs, approved in accordance with the provisions of Title I of said Act, as well as grants under the Cranston-Gonzales National Affordable Housing Act of 1990, as amended, (the HOME program) and the Stewart B. McKinney Homeless Assistance Act of 1987, as amended (the Emergency Solutions Grant - ESG - program);

NOW, THEREFORE, BE IT RESOLVED, that the proper city officials are hereby authorized to make and submit appropriate documentation to HUD for those projects and corresponding funding levels as set forth below:

2013 CITY OF DULUTH COMMUNITY DEVELOPMENT BLOCK

GRANT (CDBG) PROGRAM-FUND 262, AGENCY 020, OBJECT 5434 PROJECT CD13CD

SUB

<u>PROJECT</u>	<u>ACTIVITY</u>	<u>AMOUNT</u>	<u>PROJECTS</u>
<u>HOUSING PROJECTS</u>			
HOUS	1734	\$ 514,400	Housing Resource Connection - One Roof/HRA
HOUS	1091	\$ 180,407	Weatherization Program - AEOA/Ecolibrium3
<u>ECONOMIC DEVELOPMENT PROJECTS</u>			
ECDV	2412	\$ 120,000	SOAR Duluth At Work - SOAR Career Solutions
ECDV	1244	\$ 72,000	CHUM Support Services for Employment - Churches United in Ministry
ECDV	2264	\$ 64,000	Growing Neighborhood Businesses - Northeast Entrepreneur Fund, Inc.

ECDV	1974	\$ 24,000	Futures Program - Life House
ECDV	1291	\$ 48,000	Circles of Support -Community Action Duluth

PUBLIC FACILITY IMPROVEMENT PROJECTS

PFAC	PF01	\$ 225,000	Hillside Apts. Facility - One Roof Housing
PFAC	PF03	\$ 142,000	Lifeline Building renovation -Life House

PUBLIC SERVICE PROJECTS

PSVC	1244	\$ 65,550	Duluth Hunger Project - CHUM
PSVC	1929	\$ 62,890	Primary Health Care Services - Lake Superior Community Health Center
PSVC	1348	\$ 16,500	Clothes That Work and Social Services - Damiano Center
PSVC	124A	\$ 27,950	Homeless Stabilization Services - CHUM
PSVC	1974	\$ 28,870	LIFELINE Expressway of Youth Services - Life House
PSVC	1226	\$ 15,280	Permanent Supportive Housing - Center City
PSVC	2509	\$ 17,100	Battered Women's Shelter Program - Safe Haven Shelter
PSVC	2511	\$ 16,730	Transitional Housing Program - Salvation Army
PSVC	1168	\$ 20,810	Feeding Kids Through Youth Programs - YMCA
PSVC	2109	\$ 15,000	Services for Homeless Veterans - MACV
PSVC	122A	\$ 18,810	Transitional Housing Program - Center City
PSVC	1050	\$ 3,150	Oshki Transitional Housing - AICHO
PSVC		\$ 12,085	Coordinated Homeless In-take process

PLANNING/PROGRAM ADMINISTRATION

ADMC	AD01	\$ 407,633	CDBG Program Administration
ADMC	AD02	\$ 20,000	Neighborhood Revitalization Planning

BE IT FURTHER RESOLVED, that the following are hereby designated as the financial resources for the above program:

SOURCE OF FUNDING

in this resolution. There was a 30-day public comment period from November 1-December 3, 2012, on the draft FY 2013 Annual Action Plan portion of the 2010-2014 Consolidated Plan, which includes recommended funding for the 2013 CDBG, HOME and ESG programs. The CD Committee held a public hearing on December 4th to hear comments on the funding recommendations and then modified the initial recommendations to reflect the comments and the final grant amounts. These recommendations were approved on December 4, 2012, with the concurrence of the Community Development Manager.

Source of Funds:
\$2,138,165 in new 2013 HUD CDBG Funds

The resolution, in addition to authorizing application for grant funds and administration of same when received, also takes the following actions:
1 Allocates funds by project for 2013 CDBG Program.
2 Authorizes contracts for the activities upon receipt of the funding contract and completion of the environmental review process. Housing contracts will include addendums that require affordability restrictions in accordance with HUD regulations.

HOUSING

13-HS-01

Project Name: Housing Resource Connection - Duluth Housing & Redevelopment Authority (HRA)/One Roof Community Housing

Project Summary: The Housing Resource Connection will provide low interest and deferred loans for rehabilitation assistance to eligible homeowners and rental property owners within the city of Duluth. Homeowners can apply for up to \$20,000 in loans to address code deficiencies and lead paint hazards. Also, the Center will complete up to 11 acquisition-rehabs for homeownership. Rental owners can apply for a 2% interest loan to renovate their properties, which then must serve low to moderate income tenants.

Goal: 105 units (75 Single-family and 30 Rental Rehab)

Amount Recommended: \$514,400

13-HS-03

Project Name: Duluth Weatherization Program - AEOA/Ecolibrium3

Project Summary: These agencies will provide energy conservation measures in homes of income eligible energy assistance clients within the city of Duluth. Energy Conservation is achieved through mechanical repairs/replacements, air sealing and insulation. The program will provide a grant up to \$5,5000 per eligible household; income eligibility is set at incomes at or below 80% of the area median income.

Goal: 72 Housing Units

Amount Recommended: \$180,407

ECONOMIC DEVELOPMENT

13-ED-01

Project Name: SOAR Career Solutions Duluth At Work (SOAR DAW) - SOAR Career Solutions

Project Summary: SOAR Career Solutions will provide job skills training, case management, job placement and job retention support to assist 14 Duluth residents at or below 50% of Area Median Income to obtain employment and maintain their jobs to increase their income by 25% over three years.

Goal: 15 Jobs

Amount Recommended: \$120,000

13-ED-02

Project Name: CHUM Support Services for Employment - CHUM

Project Summary: 9 LMI Individuals with limited or poor work histories will be assisted in finding entry level positions and provided supportive services, including case management, to successfully maintain their jobs while building a foundation for advancement and self-sufficiency. Participants will realize a 25% increase in income within 3 years.

Goal: 9 Jobs

Amount Recommended: \$72,000

13-ED-03

Project Name: Growing Neighborhood Businesses - Entrepreneur Fund

Project Summary: The Northeast Entrepreneur Fund's Growing Neighborhood Businesses program will provide technical assistance and peer support for 8 existing small business owners in Duluth Target Neighborhoods to help them grow their business revenue by at least 25% within 2 years.

Goal: 8 LMI neighborhood small business owners grow their business revenue by 25% within 3 years.

Amount Recommended: \$64,000

13-ED-04

Project Name: Futures Program - Life House

Project Summary: The Futures Program will assist three at-risk and/or homeless youth ages 16-20, from CDBG targeted neighborhoods, in becoming self-sufficient through employment training, job placement, education, and other services which will lead to a 25% income increase over a three-year period.

Goal: 3 Jobs

Amount Recommended: \$24,000

13-ED-05

Project Name: Circles of Support - Community Action Duluth

Project Summary: The Circles of Support Program will assist seven single female head of households, from CDBG targeted neighborhoods, in becoming self-sufficient through employment training, job placement, education, and other services which will lead to a 25% income increase over a three-year period.

Goal: 6 Jobs

Amount Recommended: \$48,000

PUBLIC FACILITY IMPROVEMENTS

13-PF-01

Project Name: Hillside Apts Facility - One Roof Community Housing

Project Summary: This project will create 6 family shelter units in the 44 unit multi-family development that One Roof Community Housing and Center City Housing are developing. The units will be shelter units for homeless families.

Goal: 6 Shelter Units

Amount Recommended: \$225,000

13-PF-03

Project Name: Lifeline Building Renovation - Lifehouse

Project Summary: This project will make improvements to the Lifeline building located on First Street and First Avenue West. The improvements to the building will increase the accessibility and delivery of vital services for

homeless youth ages 14-20.

Goal: 1 Facility

Amount Recommended: \$250,000

PUBLIC SERVICES

13-PS-01

Project Name: Duluth Hunger Project - Churches United in Ministry (CHUM)

Project Summary: The Duluth Hunger Project is a coalition of four agencies working together to prevent and alleviate chronic hunger and malnutrition among the lowest income of Duluth's residents, through congregate meal sites and emergency food shelf programs.

Goal: 12,000 people

Amount Recommended: \$65,550

13-PS-02

Project Name: Primary Health Care Services - Lake Superior Community Health Center

Project Summary: Support the provision of affordable, primary health care, including dental care, for uninsured and underinsured low and moderate income individuals and families in accessible locations within the City.

Goal: 6,300

Amount Recommended: \$62,890

13-PS-03

Project Name: Clothes that Work & Social Services - Damiano Center

Project Summary: The Damiano Center provides low to moderate income people with access to free professional attire and transportation services to help them get to or find work. Clothing is through our Clothes That Work program, transportation services through Damiano Social Services.

Goal: 1,200 persons

Amount Recommended: \$16,650

13-PS-04

Project Name: Feeding Kids through Youth Programs - YMCA

Project Summary: This Collaborative of four agencies will provide nutritional meals during the time youth are participating in the youth development programs. This funding will provide the foods and services for the meal service.

Goal: 2120

Amount Recommended: \$20,810

13-PS-05

Project Name: LIFELINE Expressway of Youth Services - Life House

Project Summary: Life House "LIFELINE Expressway" will assist 600 at-risk and/or homeless youth annually, ages 14-20, in Duluth, to address basic needs (food, clothing, shelter) and connect with on-site support services that help with stabilization.

Goal: 600 People

Amount Recommended: \$28,870

13-PS-06

Project Name: Homeless Stabilization Services for shelter - CHUM

Project Summary: Operating funds are requested for Duluth's primary facility for serving the general homeless population. The CHUM Center and emergency shelters, the program's main components, provide shelter and services 24 hrs/day, 365 days/year. The CHUM Center is the primary outreach site for agencies providing

services to people who are homeless.

Goal: 900 persons

Amount Recommended: \$27,950

13-PS-07

Project Name: Battered Women's Shelter Programs - Safe Haven Shelter for Battered Women

Project Summary: Safe Haven Shelter for Battered Women (SHS) and the American Indian Community Housing Organization (AICHO) are applying for funding to provide safe, temporary shelter, necessities, advocacy and support for 500 homeless women and children who are victims of domestic violence.

Goal: 500

Amount Recommended: \$17,710

13-PS-08

Project Name: Oshki Transitional Housing Program - AICHO (American Indian Community Housing Organization)

Project Summary: AICHO will provide transitional housing and support services to assist homeless families and single women (30 persons) move toward greater housing stability.

Goal: 40

Amount Recommended: \$3,150

12-PS-09

Project Name: Transitional Housing Program - Center City Housing Corp.

Project Summary: Center City Housing will provide transitional housing and support services to assist homeless families and single women (120 persons) move toward greater housing stability.

Goal: 120

Amount Recommended: \$18,810

13-PS-10

Project Name: Services for Homeless Veterans - MACV-Duluth

Project Summary: Minnesota Assistance Council for Veteran's (MACV) regional program, MACV-Duluth, is the only veteran specific program that addresses the needs of those that are currently experiencing homelessness or at-risk of becoming homeless in this community. MACV-Duluth will provide transitional housing and support services to help 60 homeless/at-risk veterans access housing and improve housing stability.

Goal: 80 Veterans

Amount Recommended: \$15,000

13-PS-11

Project Name: Family Transitional Housing Program - Salvation Army

Project Summary: Salvation Army will provide transitional housing and support services to assist homeless families (100 persons) move toward greater housing stability.

Goal: 100

Amount Recommended: \$16,730

13-PS-12

Project Name: Permanent Supportive Housing - Center City Housing Corp.
Project Summary: Center City Housing will provide 14 units of permanent supportive housing for homeless/long-term homeless individuals and families with children. Programming will include housing, supportive services, advocacy and referral to help residents maintain housing stability.
Goal: 72 People
Amount Recommended: \$15,280

13-PS-13

Project Name: Coordinated Homeless In-take Process
Project Summary: The coordinated intake and assessment center for the St. Louis County Continuum of Care will provide prevention and rapid rehousing assistance.
Goal: 120 People
Amount Recommended: \$12,085

PLANNING AND ECONOMIC DEVELOPMENT COMMITTEE

12-0625R

RESOLUTION AUTHORIZING A REQUEST FOR HUD HOME FUNDS FOR
THE 2013 PROGRAM YEAR AND AUTHORIZING CONTRACTS

CITY PROPOSAL:

WHEREAS, City Council Resolution No. 12-0623R, adopted December 17, 2012, approved FY 2013 annual Action Plan portion of the 2010-2014 Consolidated Plan; and

WHEREAS, the secretary of HUD is authorized to make grants to cities and/or counties to finance local community development programs, approved in accordance with the provisions of Title I of said Act, as well as grants under the Cranston-Gonzales National Affordable Housing Act of 1990, as amended, (the HOME program) and the Stewart B. McKinney Homeless Assistance Act of 1987, as amended (the Emergency Solutions Grant - ESG - program);

NOW, THEREFORE, BE IT RESOLVED, that the proper city officials are hereby authorized to make and submit appropriate documentation to HUD for those projects and corresponding funding levels as set forth below:

2013 HOME PROGRAM - FUND 260, AGENCY 020, OBJECT 5434, PROJECT CD13HM

SUB

<u>PROJECT</u>	<u>ACTIVITY</u>	<u>PROJECTS</u>	<u>AMOUNT</u>
GN13	1736	Homeless Rental Asst. Program (TBRA)- HRA	\$ 125,000
GN13	1737	TBRA Admin - HRA	\$ 7,500
GN13	1738	Homeowner Rehabilitation - Housing Resource Connection - HRA	\$ 79,619
CH13	1226	Housing Redevelopment - Center City Housing	\$ 13,000
CH13	6915	Hillside Apartments - One Roof Housing	\$ 250,000
GN13	AD03	Program Administration (City)	\$ 44,450
Total			\$ 519,569

BE IT FURTHER RESOLVED, the following are hereby designated as the financial sources for the above program:

Year 2013

HOME Grant

\$ 519,569

BE IT FURTHER RESOLVED, that the city of Duluth and its officials are authorized and directed to assume full responsibility for assuring that its community development program is carried out in full compliance with the provisions of the acts implementing the programs and all regulations of HUD issued pursuant thereto. This authorization shall also apply to existing programs with the city and HUD under the HUD CDBG, HOME and ESG programs.

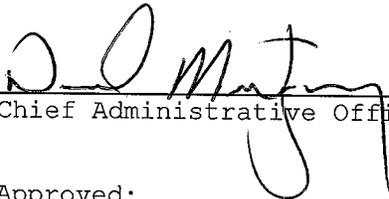
BE IT FURTHER RESOLVED, that the appropriate city officials are authorized to execute the appropriate agreements with these agencies upon receipt of approval of HUD funds.

Approved:



Department Director

Approved for presentation to council:



Chief Administrative Officer

Approved as to form:



Attorney

Approved:



Auditor

CD KH:bel 12/07/2012

STATEMENT OF PURPOSE: This resolution reflects comments from organizations and citizens as related to the fund for the HOME Investment Partnerships Program (HOME). In addition to citizens, the Community Forums and the Community Development Committee (CD Committee) each played a role in the recommendations contained in this resolution. There was a 30-day public comment period from November 1- December 3, 2012, on the draft FY 2013 Annual Action Plan portion of the 2010-2014 Consolidated Plan, which includes recommended funding for the 2013 CDBG, HOME and ESG programs. The CD Committee held a public hearing on December 4th to hear comments on the funding recommendations and then modified the initial recommendations to reflect the comments and the final grant

amounts. These recommendations were approved on December 4, 2012, with the concurrence of the Community Development Manager.

Source of Funds:
\$519,569 in new 2013 HUD HOME Funds

The resolution, in addition to authorizing application for grant funds and administration of same when received, also takes the following actions:

- (a) Allocates funds by project for 2013 HOME Program.
- (b) Authorizes contracts for the activities upon receipt of the funding contract and completion of the environmental review process.

13-HM-01

Project Name: Homeless Rental Assistance Program - Duluth HRA

Project Summary: The program will provide rental assistance for households who would otherwise be homeless or are homeless by HUD's definition. The City and the HRA have established this program to provide rental assistance as a significant component in the continuum of services to prevent homelessness. Note that the City does not accept applications for this program; interested persons should contact the HRA at (218) 529-6300.

Goal: 20 homeless families to be served

Amount Recommended: \$125,000

13-CD-01

Project Name: Housing Predevelopment - Center City Housing Corp.

Project Summary: Center City Housing (CCHC) will conduct pre-development activities that will focus on implementing needs identified in the homeless needs study. They will also complete housing development planning activities that will assist in implementing future housing projects.

Goal: 1 Organization

Amount Recommended: \$13,000

13-CH-01

Project Name: Hillside Apartments - One Roof Community Housing

Project Summary: One Roof Community Housing will construct 44 units of permanent supportive housing for homeless families, co-located with program and office space, and emergency family shelter space for CHUM. The building will be located on the corner of 1st Avenue West and 4th Street.

Goal: 44 Housing Units

Amount Recommended: \$250,000

13-HM-02

Project Name: Housing Resource Connection

Project Summary: HRC will provide low interest loans for the rehabilitation of single-family owner-occupied homes in Duluth. CDBG funds will be used for emergency rehabilitation work. The HOME funds will address code deficiencies and lead paint hazards. Applications are accepted at the HRC offices located at 12 East 4th Street, Duluth, MN 55802 or online at www.housingresourceconnection.org

Goal: 4 Housing Units

Amount Recommended: \$79,619

PLANNING AND ECONOMIC DEVELOPMENT COMMITTEE

12-0624R

RESOLUTION AUTHORIZING A REQUEST FOR HUD EMERGENCY SOLUTIONS GRANT PROGRAM (ESGP) FUNDS FOR THE 2013 PROGRAM YEAR AND AUTHORIZING CONTRACTS

CITY PROPOSAL:

WHEREAS, City Council Resolution No. 12-0623R, adopted December 17, 2012, approved FY 2013 annual Action Plan portion of the 2010-2014 Consolidated Plan; and

WHEREAS, the secretary of HUD is authorized to make grants to cities and/or counties to finance local community development programs, approved in accordance with the provisions of Title I of said Act, as well as grants under the Cranston-Gonzales National Affordable Housing Act of 1990, as amended, (the HOME program) and the Stewart B. McKinney Homeless Assistance Act of 1987, as amended (the Emergency Solutions Grant - ESG - program);

NOW, THEREFORE, BE IT RESOLVED, that the proper city officials are hereby authorized to make and submit appropriate documentation to HUD for those projects and corresponding funding levels as set forth below:

2013 ESG PROGRAM - FUND 262, AGENCY 020, OBJECT 5434, PROJECT CD13ES

<u>SUBPROJECT</u>	<u>PROJECTS</u>	<u>AMOUNT</u>
1244	CHUM Emergency Shelter	\$ 31,744
2109	MACV - Duluth	\$ 4,608
2509	Battered Women's Shelter-Safe Haven	\$ 19,968
2511	Transitional Housing-Salvation Army	\$ 27,136
1974	HMIS Data Collection - Life House	\$ 7,680
1226	Transitional Housing - Center City Housing Corp	\$ 31,232
1050	Transitional Housing & Shelter - AICHO	\$ 10,752
6092	HMIS Data Administration - Wilder Foundation	\$ 8,000
AD-05	Prevention & Rapid Re-housing Assistance	\$ 64,346
AD-04	Program Administration - City	<u>\$ 16,672</u>
	Total	\$222,138

BE IT FURTHER RESOLVED, that the following is hereby designated as the financial resource for the above program:

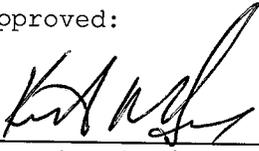
Source of Funding

2013 ESGP Grant	<u>\$222,138</u>
Total	\$222,138

BE IT FURTHER RESOLVED, that the City of Duluth and its officials are authorized and directed to assume full responsibility for assuring that its community development program is carried out in full compliance with the provisions of the acts implementing the programs and all regulations of HUD issued pursuant thereto. This authorization shall also apply to existing programs with the city and HUD under the HUD CDBG, HOME and ESG programs.

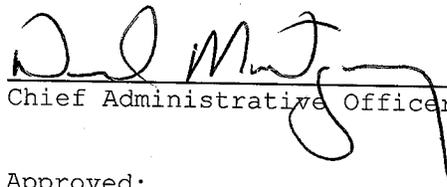
BE IT FURTHER RESOLVED, that the appropriate city officials are authorized to execute the appropriate agreements with these agencies upon receipt of approval of HUD funds.

Approved:



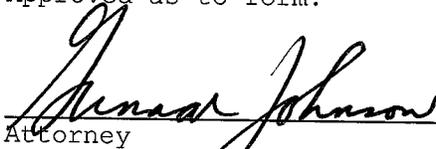
Department Director

Approved for presentation to council:



Chief Administrative Officer

Approved as to form:



Attorney

Approved:



Auditor

CD KH:be1 12/07/2012

STATEMENT OF PURPOSE: This resolution reflects comments from organizations and

citizens as related to the fund for the Emergency Solutions Grant Program (ESGP). In addition to citizens, the Community Forums and the Community Development Committee (CD Committee) each played a role in the recommendations contained in this resolution. There was a 30-day public comment period from November 1- December 4, 2012, on the draft FY 2013 Annual Action Plan portion of the 2010-2014 Consolidated Plan, which includes recommended funding for the 2013 CDBG, HOME and ESG programs. The CD Committee held a public hearing on December 4th to hear comments on the funding recommendations and then modified the initial recommendations to reflect the comments and the final grant amounts. These recommendations were approved on December 4, 2012, with the concurrence of the Community Development Manager.

Source of Funds:

\$222,138 in new 2013 HUD ESGP Funds

The resolution, in addition to authorizing application for grant funds and administration of same when received, also takes the following actions:

- (a) Allocates funds by project for 2013 ESGP Program.
- (b) Authorizes contracts for the activities upon receipt of the funding contract and completion of the environmental review process.

13-ES-01

Project Name: CHUM Emergency Shelter Operations

Project Summary: Churches United in Ministry (CHUM) operates a 44-bed congregate emergency shelter for homeless individual men and women, operates a 16-bed (4 units) of emergency shelter for homeless families, and provides supportive services to help people in the shelter get rapidly re-housed to transitional or permanent housing.

Goal: 900 Persons

Amount Recommended: \$31,744

13-ES-02

Project Name: Safe Haven Shelter Operations

Project Summary: Safe Haven Shelter operates a 39-bed shelter for battered women and their children who are made homeless by fleeing from domestic violence, and provides supportive services to help women in the shelter get rapidly re-housed to transitional or permanent housing.

Goal: 500 Persons

Amount Recommended: \$19,968

13-ES-03

Project Name: Women's Transitional Housing Operations

Project Summary: Center City Housing Corp. operates 21 units of transitional housing for homeless single women and women with children, and provides support services to help the women get rapidly re-housed to permanent housing.

Goal: 100 Persons

Amount Recommended: \$31,232

13-ES-04

Project Name: Life Housing HMIS Data Collection

Project Summary: Life House Housing Program will collect and input required ESG data pertaining to homeless youth, ages 16-21, into HMIS (Homeless Management Information System).

Goal: 20 Persons
Amount Recommended: \$7,680

13-ES-05

Project Name: MACV Veterans' Transitional Housing Operations
Project Summary: The MN Assistance Council for Veterans (MACV) operates 9 units of transitional housing for homeless veterans and provides support services to help the veterans get rapidly re-housed to permanent housing.
Goal: 80 Persons
Amount Recommended: \$4,608

13-ES-06

Project Name: Salvation Army Family Transitional Housing Operations
Project Summary: The Salvation Army operates 16 units of transitional housing for homeless families and provides support services to help the families get rapidly re-housed to permanent housing.
Goal: 100 Persons
Amount Recommended: \$27,136

13-ES-07

Project Name: AICHO Shelter and Transitional Housing Operations
Project Summary: The American Indian Community Housing Organization operates a 10-bed emergency shelter and 5 units of transitional housing for Native American women and their children, and provides support services to help the families get rapidly re-housed to transitional housing (from shelter) or permanent housing.
Goal: 130 Persons
Amount Recommended: \$10,752

13-ES-08

Project Name: Wilder Foundation HMIS Administration
Project Summary: The Wilder Foundation will administer the HMIS (Homeless Management Information System) data collection and reporting under the ESG Program.
Goal: 1 Organization
Amount Recommended: \$8,000

13-ES-09

Project Name: Prevention and Rapid Rehousing Assistance
Project Summary: The Coordinated Intake and Assessment Center for the St. Louis County Continuum of Care will administer the ESG flex fund (direct cash assistance) to be used in conjunction with prevention and rapid re-housing assistance under the ESG Program.
Goal: 120 Persons (75 households)
Amount Recommended: \$64,346