

Expected Resources

AP-15 Expected Resources – 91.220(c)(1,2)

Introduction

The City of Duluth expects to receive nearly \$3,000,000 in funds from the Department of Housing and Urban Development (including CDBG, HOME, and ESG). The city has prioritized projects and activities in this plan and will work to disperse the funds to meet the goals and objectives identified.

Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	2,210,210	0	0	2,210,210	8,840,840	

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
HOME	public - federal	Acquisition Homebuyer assistance Homeowner rehab Multifamily rental new construction Multifamily rental rehab New construction for ownership TBRA	480,896	0	0	480,896	1,923,584	
ESG	public - federal	Conversion and rehab for transitional housing Financial Assistance Overnight shelter Rapid re-housing (rental assistance) Rental Assistance Services Transitional housing	198,305	0	0	198,305	793,220	

Table 55 - Expected Resources – Priority Table

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

CDBG, HOME, and ESG funds will help to leverage over \$20,000,000 annually (\$100,000,000 over the 5-year plan) of other federal, state, and local funds. Matching requirements have been regularly met and the city doesn't anticipate having difficulty in satisfying these requirements.

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

Although not already identified, publically owned land is always considered as a way to reduce costs for new housing developments. The city of Duluth regularly considers using tax forfeited properties that Saint Louis County manages. These lands range from homes that are in need of rehab, to severely damaged/condemned buildings, to open lots. Often the city attempts to work with the county to remove the blighted structures and redevelop the land.

Discussion

The City continues to work with area funders, federal, state, and local funders to be able to leverage the federal funds that are received. While local private Foundations experienced a period of reduced funding availability, projections show those amounts to increase. Individual organizations and collaborations have improved at seeking out new and alternative funding sources, in order to maintain service levels within the city. The city also continues to encourage cost-saving-collaborations within the housing, public service, and economic development areas.

Annual Goals and Objectives

AP-20 Annual Goals and Objectives

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Economic Development	2015	2019	Non-Housing Community Development		Economic Development	CDBG: \$336,000	Jobs created/retained: 34 Jobs Businesses assisted: 8 Businesses Assisted
2	Tenant Based Rental Assistance	2015	2019	Homeless		Homelessness	HOME: \$115,000	Tenant-based rental assistance / Rapid Rehousing: 20 Households Assisted
3	Affordable Rental Housing	2015	2019	Affordable Housing Public Housing Non-Homeless Special Needs		Affordable Rental Housing	CDBG: \$400,000 HOME: \$17,000	Rental units constructed: 10 Household Housing Unit Rental units rehabilitated: 70 Household Housing Unit Other: 1 Other
4	Affordable Home Owner Housing	2015	2019	Affordable Housing		Affordable Owner Occupied Housing	CDBG: \$475,000 HOME: \$300,806	Homeowner Housing Rehabilitated: 12 Household Housing Unit

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
5	Community Public Facilities	2015	2019	Homeless Non-Homeless Special Needs Non-Housing Community Development		Communtiy Structural Public Facilities	CDBG: \$408,000	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 5605 Persons Assisted
6	Neighborhood Revitalization	2015	2019	Non-Housing Community Development			CDBG: \$20,000	Other: 1 Other
7	Homelessness	2015	2019	Homeless			CDBG: \$161,168 ESG: \$183,432	Homeless Person Overnight Shelter: 1000 Persons Assisted Overnight/Emergency Shelter/Transitional Housing Beds added: 150 Beds Homelessness Prevention: 500 Persons Assisted
8	Public Services	2015	2019	Homeless Non-Housing Community Development		Public Services	CDBG: \$148,000	Public service activities other than Low/Moderate Income Housing Benefit: 19400 Persons Assisted

Table 56 – Goals Summary

Goal Descriptions

1	Goal Name	Economic Development
	Goal Description	In 2008, the City of Duluth partnered with Duluth Local Initiatives Support Corporation to develop the Duluth At Work program. Duluth at Work is an innovative way to provide assistance to for-profit businesses by training participants with soft skills, practical training, and job specific training. Duluth At Work continues to work with a number of agencies that have relationships with area employers and continue to train prospective employees. In 2015, the city plans to work with SOAR Career Solutions, CHUM, Life House, and Community Action Duluth to accomplish employment goals. Also part of the Duluth at Work program is the Entrepreneur Fund who works with low income small business owners to grow/expand their business in a program called Growing Neighborhood Businesses.
2	Goal Name	Tenant Based Rental Assistance
	Goal Description	The Duluth HRA will oversee the administration of housing vouchers for homeless families under the HOME funded Tenant-Based Rental Assistance Program. The HRA provides in-kind services in the administration of the housing vouchers. In 2015, 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.
3	Goal Name	Affordable Rental Housing
	Goal Description	The Housing and Resource Connection (HRC) will provide low interest and deferred loans for the rehab of rental properties within the City of Duluth. Owners can apply for low interest loans to renovate properties, which then must serve low to moderate income tenants, less than 80% of AMI based upon household size. Funding includes an existing revolving loan fund and State loans. Also, the Lutheran Social Services project called the Center For Changing Lives which is a development that would provide transitional and supportive rental units for youth in Duluth. The CDBG funding would be utilized for land acquisition at a site in the East Hillside neighborhood. Center City Housing, a Community Housing Development Organization, will continue to conduct predevelopment activities relating to assisting in meeting the affordable housing needs for Duluth, including research for "hardest to house", predevelopment activities for a new 50-unit building and new housing in the Health Care District.

4	Goal Name	Affordable Home Owner Housing
	Goal Description	The Housing Resource Connection (HRC) will provide low interest and deferred loans for the rehabilitation of single-family owner-occupied homes in Duluth. Funds will be used for emergency rehabs; homeowner rehab to address code deficiencies, lead paint hazards, energy efficiency; and for the rehab of acquired properties for sale to eligible homebuyers. Healthy home protocols will be used.
5	Goal Name	Community Public Facilities
	Goal Description	Community Public Facility projects will include: <ul style="list-style-type: none"> • Installation of a commercial grade kitchen in the Washington Center (a community building utilized by non-profits programs, city programs, and community club). • Revitalization of two underutilized and blighted lots (Lincoln Park, West Duluth) to add community gardens, edible forests, and other food access and education activities. • Rehabilitation and renovation of the Central Hillside Center, where the Housing Resource Connection (housing provider collaborative of multiple agencies) is housed to make activities and programing more efficient and accessible.
6	Goal Name	Neighborhood Revitalization
	Goal 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
7	Goal Name	Homelessness
	Goal Description	Services for homeless, transitional housing, and supportive housing will be completed by agencies eligible for the Housing & Stabilization benchmarks.

8	Goal Name	Public Services
	Goal Description	<p>Public Services Activities will include:</p> <ul style="list-style-type: none"> • Hunger Project is a coalition of three organizations offering food shelves and hot meals to prevent hunger and malnutrition among the lowest income of Duluth's residents. • Access to Primary Health Care Services will provide affordable health and dental care, health education, medical social work insurance enrollment assistance, behavioral health services, and assisted referrals for low income and moderate income uninsured and under-insured community members • JET Food Project will provide access to daily meals and snacks for 500+ youth ages 6-18 while also providing nationally-recognized job training skills that prepare teens for employment in the food service industry. • Basic Needs Center for Homeless Youth, through the Youth Drop-In Center will provide basic needs, referral services, independent living skills classes, and street outreach.

Projects

AP-35 Projects – 91.220(d)

Introduction

The city relies mostly upon non-profit and neighborhood organizations to carry out the goals of the Consolidated Plan and Annual Action Plans each year. Through an open application process the City of Duluth reviews and evaluates applications as to how they fit in with the plans. Projects are then funded and the city oversees progress to make sure the goals and objectives of the city are being met.

Projects

#	Project Name
1	Housing Resource Connection Program
2	Soar Career Solutions Duluth at Work
3	CHUM Support Services for Employment
4	Growing Neighborhood Business
5	Duluth At Work for Homeless Youth
6	Community Action: Duluth At Work
7	Washington Center Kitchen
8	West Duluth Food Access and Education
9	Central Hillside Building Improvements
10	Duluth Hunger Project
11	Primary Health Care Services
12	JET Food Project
13	Basic Needs Center for Homeless Youth- Life House
14	Tenant Based Rental Assistance
17	Certified Housing Development Organization Operating
18	Center for Changing Lives- Lutheran Social Services
22	CDBG Community Development Program Administration
23	Neighborhood Planning
24	HOME Program Administration
25	ESG15 DULUTH
26	HOME Tenant Based Rental Assistance Administration
27	Housing, Stability, and Coordinated Access

Table 57 – Project Information

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

Each year the Community Development Committee develops funding targets based on needs assessments, data analysis, and input from public hearings. These funding targets then guide the review of applications and funding recommendations. For 2015, the funding targets were set as the following:

Community Development Block Grant

- Affordable Housing, Target: 30%, Recommended: 32.1%
- Economic Development, Target: 15%, Recommended: 15.1%
- Public Facilities, Target: 20%, Recommended: 18.3%
- Public Services, Target: 15%, Recommended: 14.4%
- Planning/Administration: 20%, Recommended: 20%

AP-38 Project Summary

Project Summary Information

1	Project Name	Housing Resource Connection Program
	Target Area	
	Goals Supported	Affordable Rental Housing Affordable Home Owner Housing
	Needs Addressed	Affordable Rental Housing Affordable Owner Occupied Housing
	Funding	CDBG: \$515,000
	Description	Collaboration between Ecolibrium3, AEOA, Duluth HRA, and One Roof Community Housing to provide housing opportunities for low and moderate income individuals, services include: rehab, weatherization, construction, and ownership opportunities
	Target Date	3/31/2016
	Estimate the number and type of families that will benefit from the proposed activities	97 low income households are estimated to be helped through this project.
	Location Description	Locations are not yet determined. An application process for assistance is used, so locations will be dependent on applicants and program qualifications.
	Planned Activities	<ul style="list-style-type: none"> • 20 Single Family Rehab • 75 Multi Family Rehab • 2 Acquisition/Rehab
2	Project Name	Soar Career Solutions Duluth at Work
	Target Area	
	Goals Supported	Economic Development
	Needs Addressed	Economic Development
	Funding	CDBG: \$128,000

Description	SOAR Career Solutions Duluth at Work will create jobs by readying 16 candidates for for-profit businesses. Participants will be at or below 50% AMI to obtain employment and maintain their jobs to increase their income by 25% over 3 years.
Target Date	10/31/2018
Estimate the number and type of families that will benefit from the proposed activities	16 low income participants will be trained, find employment, and increase their income by 25%.
Location Description	Participants will be Duluth residents and a high percentage will be from CDBG Target Areas where the services are located.

	Planned Activities	<p>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 SOAR, as a Community Based Development Organization (CBDO) has developed a network of employer partnerships 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.</p>
3	Project Name	CHUM Support Services for Employment
	Target Area	
	Goals Supported	Economic Development
	Needs Addressed	Economic Development

Funding	CDBG: \$64,000
Description	CHUM will create jobs by preparing eight LMI individuals with limited or poor work histories for employment at for-profit businesses.
Target Date	10/31/2018
Estimate the number and type of families that will benefit from the proposed activities	8 low income participants will be trained, find employment, and increase their income by 25%.
Location Description	Participants will be Duluth residents and a high percentage will be from CDBG Target Areas where the services are located.

<p>Planned Activities</p>	<p>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:</p> <p>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.</p> <p>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.</p> <p>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.</p> <p>Career Ladder Support Case managers will instill in those they are working with beyond initial employment and into developing career plans. 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, Housing Resource Center, Early Childhood and Family Education) that can help participants</p>
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4	Project Name	Growing Neighborhood Business
	Target Area	
	Goals Supported	Economic Development
	Needs Addressed	Economic Development
	Funding	CDBG: \$64,000
	Description	The Entrepreneur Fund will provide technical assistance and peer support for 8 small business owners with the Duluth Target Neighborhoods to help them grow their business by 25%.
	Target Date	10/31/2014
	Estimate the number and type of families that will benefit from the proposed activities	8 business owners with businesses located in CDBG Target Areas will gain assistance in growing/expanding their businesses.
	Location Description	Participants will be business owners located within CDBG Target Areas.
	Planned Activities	
5	Project Name	Duluth At Work for Homeless Youth
	Target Area	
	Goals Supported	
	Needs Addressed	
	Funding	CDBG: \$32,000
	Description	This program will assist companies such as Home Depot, Goodwill Industries, Cartier Agency, Inc., and Residence Inn to expand employment options by working with the LifeHouse to prepare youth ages from 16-20 to become self-sufficient through employment and increasing their income by 25% in a three year period.
	Target Date	10/31/2018
	Estimate the number and type of families that will benefit from the proposed activities	Four (4) low income participants will be trained, find employment, and increase their income by 25%.
	Location Description	Participants will be Duluth residents and a high percentage will be from CDBG Target Areas where the services are located.

	Planned Activities	<p>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.</p> <p>The Life House Duluth At Work 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, Residence Inn, Home Depot, and McDonald's.</p>
6	Project Name	Community Action: Duluth At Work
	Target Area	
	Goals Supported	Economic Development
	Needs Addressed	Economic Development
	Funding	CDBG: \$48,000
	Description	The Circle at Work Program will assist local businesses in expanding employment options preparing six LMI participants for employment.
	Target Date	10/31/2018
	Estimate the number and type of families that will benefit from the proposed activities	Six (6) low income participants will be trained, find employment, and increase their income by 25%.
	Location Description	Participants will be Duluth residents and a high percentage will be from CDBG Target Areas where the services are located.

	Planned Activities	<p>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.</p> <p>Participants in the program will be a part of the Financial Opportunity Center service delivery model at CAD which includes bundling of employment and financial coaching services. 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 training track will also include financial literacy training and CAD's Getting Ahead class to increase social support and community connection. The program has job commitments from CustomerLink, a local employer.</p>
7	Project Name	Washington Center Kitchen
	Target Area	
	Goals Supported	Community Public Facilities
	Needs Addressed	Communty Structural Public Facilities
	Funding	CDBG: \$175,000
	Description	The City of Duluth will install a commercial grade kitchen in the Washington Center building located in the Hillside neighborhood. The facility would expand use of the community center by neighborhood programming, community club, private groups, and neighborhood events.
	Target Date	6/30/2016
	Estimate the number and type of families that will benefit from the proposed activities	The community center is located in the Hillside Community in an LMI Census Tract with the population of 2,610 people.
	Location Description	310 N 1st Ave West, Duluth, MN 55806.

	Planned Activities	The kitchen will be located in a public facility that primarily serves low income residents and youth programs. The installation of a commercial grade kitchen will help to bring the facility up to standards set by other neighborhood centers. It may be used by tenants for daily food preparation or by outside organizations who are hosting events at the Washington Center. Part of the appeal of installing the kitchen is the large gym located in the building. This allows for food preparation for large events hosted at the center.
8	Project Name	West Duluth Food Access and Education
	Target Area	
	Goals Supported	Community Public Facilities
	Needs Addressed	Community Non-Structural Public Facilities
	Funding	CDBG: \$165,000
	Description	Acquire and revitalize two underutilized, vacant, and/or flood-damaged lots to form a place for community gardens, an edible forest, year-round greenhouse, and other food access and education activities.
	Target Date	6/30/2016
	Estimate the number and type of families that will benefit from the proposed activities	A site has been identified for the West Duluth neighborhood food hub which is located in an LMI neighborhood with 2,495 people and an LMI of 52%. The project will also be exploring a second potential site in the Lincoln Park neighborhood, one of Duluth's lowest income neighborhoods and an identified food desert.
	Location Description	The site is at the corner of Grand Avenue and 45th Avenue West, Duluth, MN 55807 at the former site of a flood damaged property and next to a vacant/underutilized property.

	Planned Activities	<p>The City of Duluth has been working diligently to fix and revitalize areas that were damaged during the June 2012 flood. The proposed project site is located in West Duluth on Grand Avenue between 44th and 45th Avenue West. Currently the city owns a large parcel at the site, “Lot A”, as it was the former location of a non-residential building that was substantially damaged in the flood and since demolished with grant funds from the Minnesota Department of Natural Resources (DNR). The lot shall remain vacant because of the grant restrictions placed on it after demolition. Neighboring the site is an underutilized parking lot, known as “Lot B”. Together these two lots are nearly an acre. The goal of this project is to provide a place for neighborhood residents and students to access fresh, healthy food and expand educational opportunities.</p> <p>A site plan for the project has been developed with assistance from the Duluth Community Garden Program. On Lot A the focus will be on local food access and green space. This portion of the site will have open berry patches, fruit trees, outdoor community space, approximately ten community garden plots, and other gardening amenities including rainwater catchment system, composting, tool shed, and fencing. A year-round greenhouse and/or an area for a seasonal farmer’s market may be built on Lot B.</p> <p>The city will also work with local groups to identify a location for a similar space in Lincoln Park that could hold a community greenhouse for growing local food and increasing access to healthy food.</p>
9	Project Name	Central Hillside Building Improvements
	Target Area	
	Goals Supported	Community Public Facilities
	Needs Addressed	Communty Structural Public Facilities
	Funding	CDBG: \$68,000
	Description	
	Target Date	6/30/2016
	Estimate the number and type of families that will benefit from the proposed activities	500 families will receive assistance throught the programs available at the Central Hillside Center.
	Location Description	The Central Hillside Center is located at 12 East 4th Street, Duluth, MN 55805.

	Planned Activities	<p>The Housing Resource Connection is a collaborative housed in the Central Hillside Center, that includes Ecolibrium3, Arrowhead Economic Opportunities Agency, Duluth HRA, One Roof COmmunity Housing, and the City of Duluth Community Development Division.</p> <p>In order to make room for all of the partners some facility rehabilitation is needed. This rehabilitation would be for primary improvements that are in main and lower levels. The work would include a combination of demolition and construction of office walls, doors, carpet, electrical and data wiring, and painting. Other components will include electronic key/card controlled access and security for a variety of building tenants and a replacement room divider for the main community space on the main level. The improvements would allow for all five agencies of the collaborative to have office space and more efficiently provide housing services to those in need in the community.</p>
10	Project Name	Duluth Hunger Project
	Target Area	
	Goals Supported	Public Services
	Needs Addressed	Public Services
	Funding	CDBG: \$70,000
	Description	The Duluth Hunger Project is a coalition of 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.
	Target Date	3/31/2016
	Estimate the number and type of families that will benefit from the proposed activities	12,000 participants will benefit from this project.
	Location Description	Programs providing food are located in the Hillside, Lincoln Park, and West Duluth.

	Planned Activities	Collectively, the Duluth Hunger Project provides on-site meals and food shelf services to the lowest income members of the Duluth community. On-site meals are essential for the survival of people who are homeless people and support low-income residents who are in danger of losing their permanent housing. The downtown area is served by CHUM and the Damiano Center. The Damiano Center serves breakfast and lunch on Monday, Wednesday, and Friday and three meals on Saturday and Sunday. The Damiano Center also serves many children from the Central Hillside through its Kids' Cafe program. CHUM's on-site meal program serves a primarily homeless population at noon on Tuesdays and Thursdays when the Damiano Center is closed, breakfast on Wednesdays, and community meals sponsored by member congregations several times a month. The Salvation Army serves lunch Monday through Friday, primarily for those from Lincoln Park and West Duluth neighborhoods. CHUM and the Salvation Army operate food shelves.
11	Project Name	Primary Health Care Services
	Target Area	
	Goals Supported	Public Services
	Needs Addressed	Public Services
	Funding	CDBG: \$30,000
	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.
	Target Date	10/31/2018
	Estimate the number and type of families that will benefit from the proposed activities	6,300 low income people will receive medical and dental services through this project.
	Location Description	4325 Grand Avenue, Duluth, MN 55807

	Planned Activities	The Primary Health Care Services program provides access to affordable health and dental care, health education, medical social work, insurance enrollment assistance, behavioral health services, and assisted referrals for low income and moderate income uninsured and under-insured community members. Medical services include, preventative care and screenings, diagnosis and treatment of acute and chronic illnesses, immunizations, assistance with medication needs, mental health counseling and dental services that include preventative, restorative and urgent dental care. The funding for this project contributes to a nurse practitioner/physician assistant.
12	Project Name	JET Food Project
	Target Area	
	Goals Supported	Public Services
	Needs Addressed	Public Services
	Funding	CDBG: \$20,000
	Description	The JET Food Project at Neighborhood Youth Services will provide access to daily meals and snacks for over 500 youth ages 6-18 while also developing nationally-recognized job training skills that prepare teens for employment in the food service industry.
	Target Date	3/31/2016
	Estimate the number and type of families that will benefit from the proposed activities	500 youth will receive meals/snacks at the Neighborhood Youth Services center.
	Location Description	310 N First Avenue West, Duluth, MN 55806
	Planned Activities	The JET Food Project supports a primary population of 500+ youth at NYS between the ages of 6-18 years old who are in need of daily food access because of the following risk factors: family poverty, homelessness, transient living situations, violence, and neglect. The JET Food Project also cross-supports a secondary segment for the general youth population at NYS, through access to nationally-recognized food services related job training skills on-site in the NYS kitchen. The project will utilize daily Chef's Club lessons to prepare food for all NYS participants.
13	Project Name	Basic Needs Center for Homeless Youth- Life House
	Target Area	

	Goals Supported	Public Services
	Needs Addressed	Public Services
	Funding	CDBG: \$28,000
	Description	This project will provide operational and program support for the Life House youth drop-in center to provide basic needs, referral services, independent living skills classes, and street outreach.
	Target Date	3/31/2016
	Estimate the number and type of families that will benefit from the proposed activities	600 homeless or at-risk youth will be served at the Life House Drop-in Center.
	Location Description	102 W 1st Street, Duluth, MN 55802.
	Planned Activities	<p>The drop-in center is a safe place for homeless and at-risk youth to receive the following:</p> <ul style="list-style-type: none"> • Basic Needs including hot meals, showers, laundry, lockers, clothing, hygiene and baby supplies, and a food shelf. • Referrals to Life House's other program areas (housing, employment, education, and wellness) or to external necessary services. • Independent Living Skills via informal discussions, daily activities, support groups, and classes. • Street Outreach to locate and build relationships with street youth, provide information and make referrals to Life House and other community services.
14	Project Name	Tenant Based Rental Assistance
	Target Area	
	Goals Supported	Tenant Based Rental Assistance
	Needs Addressed	Homelessness
	Funding	HOME: \$115,000
	Description	The program will provide rental assistance for households who would otherwise be homeless. The City and the Duluth HRA have established this program to provide rental assistance as a significant component in the continuum of services to prevent homelessness.
	Target Date	3/31/2016

	Estimate the number and type of families that will benefit from the proposed activities	The Duluth HRA will work with 20 households in this program.
	Location Description	222 E 2nd St, Duluth, MN 55805.
	Planned Activities	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.
15	Project Name	Certified Housing Development Organization Operating
	Target Area	
	Goals Supported	Affordable Rental Housing
	Needs Addressed	Affordable Rental Housing
	Funding	HOME: \$17,000
	Description	Center City Housing Corp will conduct pre-development activities
	Target Date	3/31/2016
	Estimate the number and type of families that will benefit from the proposed activities	Center City Housing will assist 33 households with this project.
	Location Description	230 W 3rd St, Duluth, MN 55806
	Planned Activities	Center City Housing will research and conduct pre-development activities to identify a solution to the need for more affordable housing for the "Hardest to House" population in Duluth. It is Center City Housing's intention to replace the existing Seaway Hotel, a building in need of substantial rehab, with a new building that is specifically designed to meet the long term needs of the tenants formerly at the Seaway Hotel.
16	Project Name	Center for Changing Lives- Lutheran Social Services
	Target Area	
	Goals Supported	Affordable Rental Housing
	Needs Addressed	Affordable Rental Housing
	Funding	CDBG: \$200,000

	Description	Land acquisition for a building that will house centralized services tailored to the needs of Duluth region's homeless, runaway and unaccompanied youth.
	Target Date	6/30/2016
	Estimate the number and type of families that will benefit from the proposed activities	Project will include the production of 10 housing units.
	Location Description	Intersection of East Superior Street and 14th Avenue, Duluth, MN 55805.
	Planned Activities	Lutheran Social Services (LSS) will acquire land to construct a building that includes ten units of transitional, supportive housing, ten permanent affordable rental units, and provide expanded services. The CDBG funds will be used to construct the ten affordable housing units. Vacant and underutilized land has been identified and will be acquired for the development.
17	Project Name	CDBG Community Development Program Administration
	Target Area	
	Goals Supported	
	Needs Addressed	
	Funding	CDBG: \$422,042
	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.
	Target Date	3/31/2016
	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	
	Planned Activities	
18	Project Name	Neighborhood Planning
	Target Area	

	Goals Supported	
	Needs Addressed	
	Funding	CDBG: \$20,000
	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.
	Target Date	3/31/2016
	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	
	Planned Activities	
19	Project Name	HOME Program Administration
	Target Area	
	Goals Supported	
	Needs Addressed	
	Funding	HOME: \$41,590
	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.
	Target Date	3/31/2016
	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	
	Planned Activities	
20	Project Name	ESG15 DULUTH
	Target Area	

	Goals Supported	Homelessness
	Needs Addressed	Homelessness
	Funding	ESG: \$198,305
	Description	The 2015 Federal Fiscal Funds Year allocation of ESG funds for the City of Duluth are to provide shelter operations, rapid rehousing, prevention, data collection and administration.
	Target Date	3/31/2016
	Estimate the number and type of families that will benefit from the proposed activities	1650 people will be assisted with these programs.
	Location Description	ESG activities will occur at the CHUM Homeless shelter, American Indian Center facilities (scattered sites), Safe Haven Women's Shelter, Center City facilities (scattered sites), MAC-V, and Salvation Army (scattered.
	Planned Activities	Agencies will provide services to provide shelter for homeless people; work to rapidly rehouse and prevent homelessness people and provide funds for data collection and administration. Shelter-\$109,432 (less than the \$120,000 hold harmless requirement); Rapid Rehousing-\$70,000 HMIS-\$4000 Administration- \$14,873
21	Project Name	HOME Tenant Based Rental Assistance Administration
	Target Area	
	Goals Supported	
	Needs Addressed	
	Funding	HOME: \$6,500
	Description	The HRA will provide a TBRA program for rental assistance to households to prevent homelessness from April 1, 2015 to March 31, 2016.
	Target Date	3/31/2016

	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	
	Planned Activities	
22	Project Name	Housing, Stability, and Coordinated Access
	Target Area	
	Goals Supported	Homelessness
	Needs Addressed	Homelessness
	Funding	CDBG: \$161,168
	Description	Provide housing, stabilization, and coordinated access for people who are homeless or at-risk of becoming homeless.
	Target Date	3/31/2016
	Estimate the number and type of families that will benefit from the proposed activities	1650 homeless people
	Location Description	Duluth agencies will provide services to the homeless population. These agencies and their facilities are located throughout the City of Duluth and include: CHUM (Churcehs United in Ministry), America Indian Community Housing Organization (AICHO), MACV-Duluth, Salvation Army, Center City Housing Corporation, and Safe Haven. These agencies have developed a housing and stabilization benchmark system and coordinated assessment process.
Planned Activities	These agencies will provide housing, stabilization, and coordinated access for people who are homeless or at-risk of becoming homeless.	

AP-50 Geographic Distribution – 91.220(f)

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

Geographic Distribution

Target Area	Percentage of Funds

Table 58 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

Discussion

We do not have HUD approved neighborhood revitalization areas but we do have locally designated CDBG eligible neighborhoods that are over 51% LMI where efforts are often focused.

Affordable Housing

AP-55 Affordable Housing – 91.220(g)

Introduction

The city of Duluth works to provide affordable housing on many levels. The city will utilize sub-recipients to provide services for homeless people, as well as, assist with affordable housing through rental assistance, building new units, and rehabbing existing units.

One Year Goals for the Number of Households to be Supported	
Homeless	1,650
Non-Homeless	0
Special-Needs	0
Total	1,650

Table 59 - One Year Goals for Affordable Housing by Support Requirement

One Year Goals for the Number of Households Supported Through	
Rental Assistance	22
The Production of New Units	10
Rehab of Existing Units	85
Acquisition of Existing Units	2
Total	119

Table 60 - One Year Goals for Affordable Housing by Support Type

Discussion

A collaboration of homeless service providers will assist with 1,650 people in 2015. These homeless providers are working to develop a coordinated access plan which will help to provide housing stabilization services. The agencies working together include; American Indian Community Housing Organization, Churches United in Ministry, Safe Haven, Salvation Army, MACV-Duluth, and Center City Housing Corporation.

Another collaboration that focuses on affordable housing as part of the Housing Resource Connection will assist with the rehabilitation of 86 units. This includes 75 multifamily rehab units, ten single family rehab units, and two acquisition units. The Housing Resource Connection is made up of the Duluth HRA, One Roof Community Housing, Ecolibrium3, and Arrowhead Economic Opportunity Agency.

The Duluth HRA also will manage the Tenant Based Rental Assistance program to assist 20 households.

Finally, Lutheran Social Services will begin the development of 10 affordable permanent units through the acquisition of land to develop the Center for Changing Lives.

AP-60 Public Housing – 91.220(h)

Introduction

The Duluth Housing and Redevelopment Authority manages the public housing units within Duluth, which includes over 1,000 units.

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

The City of Duluth does not expect to spend any CDBG, HOME, or ESG funds to address the needs of Public Housing. Most of the HRA's public housing units are older, but the HRA is utilizing various resources to keep the units in good repair through its wise use of its annual HUD Capital Fund grant, occasional use of energy performance contracting, and use of general obligation bond funded loans provided by the Minnesota Housing Finance Agency, when appropriated by the state legislature. The HRA has also used its local levy resources to augment such funds when needed. The HRA also intends to submit an application for the Rental Housing Assistance Demonstration (RAD) program for some selected public housing units, which would provide additional funding for public housing capital improvements. Currently there are 1,171 households on the waiting list for public housing units, and 1,380 households on the list for the Section 8 Housing Voucher Choice program. The HRA estimates that it will serve 200 new households in the coming year under the Section 8 program and that it will serve 250 new households under the public housing program.

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

The HRA will continue to communicate with public housing residents and keep them involved through tenant meetings and newsletters. The HRA regularly recommends programs including homeownership programs to public housing residents.

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

NA

Discussion

The city of Duluth works closely with the Duluth HRA to assure that the Public Housing policies and strategies are aligned with the city's strategies in order to best meet the need for housing in Duluth.

AP-65 Homeless and Other Special Needs Activities – 91.220(i)

Introduction

St. Louis County (SLC) is one of many Continuum of Care (CoC) regions in Minnesota. Duluth is geographically located at the southern end of St. Louis County. There are two entitlement communities in SLC, the City of Duluth and St. Louis County.

City of Duluth has long history of working closing with SLC and homeless housing and service providers to address issues that impact persons who are homeless or at-risk of becoming homeless. In 2007, joint efforts between the City and County, along with homeless housing and service providers produced a business plan to end homelessness , Heading Home St. Louis County(HHSLC), A Ten Year Plan to Prevent and End Homelessness in St. Louis County.

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.

In 2014, City and County collaboration is as strong as ever with continued focus on the HEARTH regulations and related activities to develop a coordinated homeless response system that incorporates new prevention, rapid housing and coordinated assessment activities outlined in the new Emergency Solutions Grant regulations and the new Continuum of Care regulations along with former shelter (including transitional housing) outreach and supportive service activities. The HHSLC Leadership Council is the governing and advisory board that oversees the activities of the 10 Year Plan and other homeless initiatives in Duluth and SLC, including the annual CoC funding competition, the Family Homeless Prevention and Assistance Program (FHPAP) state funding competition in SLC and the Emergency Solutions Grant Program funding process for both Duluth and SLC.

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

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

The City of Duluth is part of the St. Louis County Continuum of Care (CoC). The CoC coordinated with homeless providers and has developed a collaborative system to reach out to homeless. An integral part of the system is the Coordinate Access. The service providers have agreed under Coordinated Access to use the Service Prioritization Decision Assistance Tool (SPDAT) as a common assessment tool for all homeless persons. As part of the assessment all individuals and families looking to receiving housing

assistance will first undergo a pre-screen administered by 2-1-1 United Way. This first step will help with prevention and diversion and refer those in need to emergency shelter. The client will then be administered the Vulnerability Index (VI) SPDAT at determined entry points. This is a quick, condensed version of the SPDAT and will give the recipient a acuity score which will determine the appropriate housing solution. The score will assess what program the individual best fits and puts the individual on a wait list if not available units are available. The most vulnerable individuals receive priority for housing. Once matched with the appropriate housing, the client's case manager will administer the SPDAT. The SPDAT measures a variety of issues that can effects a persons stability. The categories can be tracked over time as the SPDAT is administered every 3 months or so. The SPDAT can be inputted into HMIS. This will allow service providers to track stability much more effectively and show with data the progress an individual or family is making toward housing stability.

Addressing the emergency shelter and transitional housing needs of homeless persons

Through the Coordinate Access system persons experiencing a housing crisis will be able to be provided with a housing solution efficiently and effectively. The transitional housing providers, emergency shelters, permanent supportive housing providers, and public housing providers have collaborated on creation of the Coordinate Access System. In doing so the agencies also worked to developed goals and standards for each part of the system for which a client may utilize. For example, in shelter the goal is to reduce bed nights or average stay in shelter before housing. If a person is in transitional housing he goal is to place the client into permanent housing or at least keep the person in transition housing for 6 months rather than the street. If the person is in a permanent housing situation such as permanent supportive housing or public housing the goal is keep that person housed for 6 months. Meanwhile during all stages providers will be working to getting their clients stable income and employment, access to health services, etc. This is demonstrated in the chart below.

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

In 2015, the City of Duluth will fund Housing, Stabilization, and Coordinated Access for 1,460 homeless people. This will include the work of six agencies that include; Churches United in Ministry, American Indian Community Housing Organization, Salvation Army, Center City Housing Corporation, Safe Haven, and MACV-Duluth.

Helping low-income individuals and families avoid becoming homeless, especially extremely

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

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. An Adult Protocol Business Plan was completed in 2008. The discharge plan outlines transition process steps, based on an evidence-based model called Critical Time Intervention, a standardized assessment tool that is used by all discharging entities upon client admission to identify those at risk of homelessness, specific services to be

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offered to all clients and additional services offered to at-risk clients. The Discharge Plan also outlines the roles and responsibilities of the collaborative partner agencies, 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. No additional work has been done regarding discharge planning, however, discharge activities will be reviewed as the city and county work toward transitioning Duluth's homeless response system under the SLC Continuum of Care to align with the HEARTH Act goals.

Discussion

AP-75 Barriers to affordable housing – 91.220(j)

Introduction:

The city has identified the following barriers to affordable housing:

- Lack of annual budgeted funding to demolish or repair buildings condemned for demolition or human habitation, allowing blight to persist in LMI neighborhoods.
- The City requires assessments placed on vacant lots where structures have been demolished be paid by any new owner, rendering otherwise buildable infill sites financially infeasible for redevelopment.
- “One-for-one” replacement requirements when structures are demolished on 25 front foot unbuildable lots.
- Sewer utility fees and other utility hook-up fees increase the cost of construction of affordable single-family homes.
- Limited Minnesota Housing funding for rehab of aging single-family structures occupied by LMI households, which leads to higher maintenance costs.
- Lack of a policy to require improvements to foreclosed properties in LMI neighborhoods that are on the vacant property register.
- Inflexible policies related to Comfort System’s energy improvement programs that limit access to loans by LMI households, including refusal to subordinate when first mortgages are refinanced.
- Minnesota State Historic Preservation Office policies that create additional rehab costs, such as wooden windows and doors repaired rather than replaced by new historically designed materials.
- Outdated historic property references that trigger SHPO review of affordable housing rehab projects on buildings not eligible for listing, which increases costs and delays.
- Lack of direction from City Administration to enforce existing rental license program.
- No education requirement for owners and/or managers to secure a rental license.
- Lack of direction from City Administration to enforce housing maintenance code.
- Lack of energy standards for existing housing stock that result in higher costs for LMI households living in older homes that are energy inefficient.
- Housing & Redevelopment Authority policies that prevent LMI households with poor rental histories

or criminal backgrounds from securing assisted housing.

- HUD HOME Program after-rehab value limit based on 95% of median sales price from the extensive Duluth/Superior metropolitan statistical area, and the value limit not adjusted for homes with three or more bedrooms occupied by larger families.

- HUD HOME Program ruling that disallows use of local exception rents in favor of fair market rents in HOME assisted affordable rental housing.

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

- Support selected demolition of blighted properties in LMI neighborhoods. If funded by Community Development, requirement will be to leave a “clean” site for redevelopment.

 - Community Development supported rehab projects will address all needed repairs and updates, including housing code, energy efficiency, and healthy home deficiencies.

 - Implement acquisition/rehab/resale activities to address vacant foreclosed properties in LMI neighborhoods.

 - Review annual Housing Report sales data to determine if a local study of median sales price would increase after-rehab value limit.

 - Require rehab programs receiving Community Development funding to increase energy efficiency in existing homes by 20%, and require funded new construction to meet Energy Star standards.

 - Provide funding for tenant-based rental assistance to help the “hard-to-house” and homeless population to secure adequate housing.

 - Modify policies to eliminate the “re-instatement” of special assessments on tax forfeit lots that have the potential for redevelopment.

 - Support additional historic surveys in the central and western areas of Duluth.

 - Support the establishment of inclusionary affordable housing in zoning policies.

 - Encourage Comfort Systems to revise their loan programs to be more “user friendly” and to coordinate with the Housing Resource Connection.

- Integrate rental license building inspectors into the “One Stop Shop”.
- Work with St. Louis County and the Minnesota Department of Revenue to revise polices to encourage redevelopment of tax forfeit land.
- Strengthen rental license program to include such requirements as common applications and leases, affordable application and damage fees, and timely and consistent enforcement of building standards.
- Reduce property tax valuations to reflect affordable housing restrictions that would prohibit owners from selling at full market rate.

Discussion:

AP-85 Other Actions – 91.220(k)

Introduction:

The city of Duluth has identified a number of actions that will address obstacles to meeting underserved needs, foster and maintain affordable housing, reduce lead-based Paint hazards, reduce the number of poverty-level families, develop institutional structure, and enhance coordination between public and private housing and social service agencies.

Actions planned to address obstacles to meeting underserved needs

Lutheran Social Services will be developing the Center for Changing Lives, which will provide comprehensive homeless and housing services for youth that are in need of housing. CDBG funds will be used for the land acquisition in the project. Providing food access in Duluth is a growing effort with substantial need, especially in some of the low income neighborhoods that lack access to healthy foods. The West Duluth and Lincoln Park Food Access and Education will help to provide land and a greenhouse for growing food. Tenant Based Rental Assistance is also planned to help with rental assistance for households that would otherwise be homeless.

Actions planned to foster and maintain affordable housing

The Housing Resource Connection(HRC) will be funded to provide information and services from five housing-related agencies on various housing programs in Duluth: One Roof Community Housing, the Housing and Redevelopment Authority of Duluth, the City of Duluth Community Development Department, the Arrowhead Economic Opportunity Agency and Ecolibrium3. The HRC is a one-stop-shop for information on purchasing a home or making your home or rental property a healthy, energy efficient and safe place to live. We offer assistance and programs on renovations, code requirements, weatherization, energy assessment, financial assistance, fuel assistance and healthy homes.

Actions planned to reduce lead-based paint hazards

City of Duluth policy requires all rental and homeowner rehabilitation programs and projects receiving federally funded assistance to coordinate with the Duluth HRA for lead assessment, testing and clearance services. Given the age of Duluth's housing stock that predicts 68% contains lead-based paint, the concentration of low- and moderate-income households in less expensive older units, and the past experience of agencies implementing rehab programs, it is highly probable that all, or nearly all, rehabbed units will contain potential lead hazards.

Actions planned to reduce the number of poverty-level families

Duluth At Work is a collaboration between the City of Duluth and Local Initiatives Support Corporation to help low income people find jobs and increase their income. Duluth At Work has four agencies that prepare individuals for employment at for-profit businesses and low income neighborhood business

owners to increase their revenue. The overall goal of Duluth At Work is to give participants significant training, hired, and increase their income by 25% while developing a positive work history over three years.

Actions planned to develop institutional structure

The Housing Access Center will help ensure stable rental housing exists by educating existing and potential landlords and tenants regarding rights and responsibilities, mediating disputes between landlords and tenants, and connecting reputable tenants and landlords to facilitate healthy, long-term rental tenancy. Education will include landlord training/rental licensing class, provision of resources on tenant/landlord law and legal forms, Fair Housing training, Ready to Rent classes for hopeful tenants without a positive rental history, classes for high school students. An important part of the center will be mediation initiated by either tenants or landlords who are experiencing challenges. A third activity of the center will provide is to build and maintain a list of reputable landlords to which renters can be referred, as well as a list of "Ready to Rent" tenants.

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

The City of Duluth has a long history of collaborating with St. Louis County (SLC) in the delivery of funding and programming for the homeless. Community Development staff have established a strong partnership with SLC staff and have worked closely with them in developing the Heading Home St. Louis County 10-Year Plan to End Homelessness, establishing a governing body to oversee the 10-Year Plan—the Heading Home SLC Leadership Council, the Continuum of Care (CoC) process, and distribution and oversight of federal and state homeless funding that comes to the City and County, through HUD's CoC and ESG programming and through the state of Minnesota's Family Homeless Prevention and Assistance Program (FHPAP). City and County staff work closely with emergency shelters, transitional housing and other housing and homeless service provider agencies under the SLC CoC Process.

Discussion:

Program Specific Requirements

AP-90 Program Specific Requirements – 91.220(I)(1,2,4)

Introduction:

Community Development Block Grant Program (CDBG) Reference 24 CFR 91.220(I)(1)

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

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed	113,674
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan.	0
3. The amount of surplus funds from urban renewal settlements	0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan	0
5. The amount of income from float-funded activities	0
Total Program Income:	113,674

Other CDBG Requirements

1. The amount of urgent need activities	0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	100.00%

HOME Investment Partnership Program (HOME) Reference 24 CFR 91.220(I)(2)

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

N/A

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

See Appendix:

CITY OF DULUTH HOME PROGRAM HOMEOWNERSHIP ASSISTANCE, HOMEBUYER ASSISTANCE,
AND RESALE GUIDELINES

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

The city utilizes restrictive covenants to assure affordability during the required period.

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

N/A

Emergency Solutions Grant (ESG) Reference 91.220(I)(4)

1. Include written standards for providing ESG assistance (may include as attachment)

See ESG Written Standards Attachment.

2. If the Continuum of Care has established centralized or coordinated assessment system that meets HUD requirements, describe that centralized or coordinated assessment system.

The CoC coordinated with homeless providers and has developed a Coordinate Access System. The service providers have agreed under Coordinated Access to use the Service Prioritization Decision Assistance Tool (SPDAT) as a common assessment tool for all homeless persons. As part of the assessment all individuals and families looking to receiving housing assistance will first undergo a pre-screen administered by 2-1-1 United Way. This first step will help with prevention and diversion and refer those in need to emergency shelter. The client will then be administered the Vulnerability Index (VI) SPDAT at determined entry points. This is a quick, condensed version of the SPDAT and will give the recipient a acuity score which will determine the appropriate housing solution. The score will assess what program the individual best fits and puts the individual on a wait list if not available units are available. The most vulnerable individuals receive priority for housing. Once matched with the appropriate housing, the client's case manager will administer the SPDAT. The SPDAT measures a variety of issues that can effects a persons stability. The categories can be

tracked over time as the SPDAT is administered every 3 months or so. The SPDAT can be inputted into HMIS. This will allow service providers to track stability much more effectively and show with data the progress an individual or family is making toward housing stability.

3. Identify the process for making sub-awards and describe how the ESG allocation available to private nonprofit organizations (including community and faith-based organizations).

The City Community Development Committee uses the same process to allocate CDBG and ESG funds, based on an annual open application process, that is open to non-profit and community organizations. In 2015, there were six organizations that applied for ESG funding, and the Community Development Division worked with these agencies to identify capacity and a benchmark system that will allow for funding based on the number of homeless people served.

4. If the jurisdiction is unable to meet the homeless participation requirement in 24 CFR 576.405(a), the jurisdiction must specify its plan for reaching out to and consulting with homeless or formerly homeless individuals in considering policies and funding decisions regarding facilities and services funded under ESG.

The Community Development Committee seeks out homeless or formerly homeless individuals to serve on the committee. The Committee has regularly had at least one homeless person appointed, and participates in the policy and funding decisions. Also the Heading Home Saint Louis County Leadership Council has homeless appointees and this groups helps to advise the funding of the ESG funds.

5. Describe performance standards for evaluating ESG.

See ESG Written Standards Attachment.

Discussion: