

**City of Duluth  
Minnesota**

---

**FY 2019 ACTION PLAN**

---

***Consolidated Plan  
for  
Housing and  
Community Development  
FY 2015 – 2019***

---

## **Executive Summary**

### **AP-05 Executive Summary - 24 CFR 91.200(c), 91.220(b)**

#### **1. Introduction**

The 2019 Action Plan is the fifth and final annual funding plan for implementing the goals established in the 2015-2019 Consolidated Plan. The Department of the Housing and Urban Development (HUD) requires entities that receive funding to develop a five-year Consolidated Plan and annually review the goals to evaluate what has been accomplished and what needs to be accomplished. The goals in the plan were developed through a collaborative planning process, using public feedback and data to assess community needs and plan how to meet those needs with HUD funding. The goals listed in the current Consolidated Plan focus on the need for decent, affordable housing, a suitable living environment, and expanding economic opportunities for all community members. Each year, the City of Duluth receives funds from HUD and the City disperses these funds to meet these goals. HUD provides three types of funds to Duluth: Community Development Block Grant (CDBG), HOME Investment Partnerships (HOME), and Emergency Solutions Grant (ESG). CDBG funds support community development projects including affordable housing, public services, public facilities, and economic development. HOME funds support programs that create affordable housing for low-income households. ESG funds support projects that offer basic needs and housing stabilization services to community members experiencing or at risk of experiencing homelessness.

Every year, local organizations apply to the Community Development Committee (CDC) requesting HUD funds to accomplish the goals listed in the consolidated plan. The CDC holds a public hearing to review the applications and then recommend funding amounts to City Council and Administration.

This year, the CDC held the two public input sessions on the 2019 recommendations, the first one was at a Public Hearing on December 4, 2018. A second CDC meeting was held on May 28, 2019 after the City of Duluth received the funding amounts from HUD. The CD Committee made their final funding recommendations to the City Council that approved on June 24, 2019. The Action Plan, detailed funding recommendations, and information about the Public Hearing were available on the City's website at <http://www.duluthmn.gov/community-development/>

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

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

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

DECENT HOUSING - - which includes:

- assisting people experiencing homelessness to obtain affordable housing;
- assisting persons at risk of experiencing homeless;
- retaining the affordable housing stock;
- increasing the availability of affordable permanent housing in standard condition to low income and moderate-income families, particularly members of disadvantaged minorities, without discrimination on the basis of race, color, religion, sex, national origin, familial status, or disability;
- increasing the supply of supportive housing which includes structural features and services to enable persons with special needs (including persons with HIV/AIDS) to live in dignity and independence; and
- providing affordable housing that makes job opportunities accessible to residents.

A SUITABLE LIVING ENVIRONMENT - - which includes:

- improving the safety and livability of neighborhoods;
- eliminating blighting influences and the deterioration of property and facilities;
- increasing access to quality public and private facilities and services;
- reducing the isolation of income groups within areas through spatial deconcentration of housing opportunities for lower income persons and the revitalization of deteriorating neighborhoods;
- conserving energy resources and use of renewable energy sources.

EXPANDED ECONOMIC OPPORTUNITIES - - which includes:

- job creation and retention;
- establishment, stabilization and expansion of small businesses (including micro-businesses);
- the provision of public services concerned with employment;
- the provision of jobs to low-income persons living in areas affected by those programs and activities, or jobs resulting from carrying out activities under programs covered by the plan;
- access to capital and credit for development activities that promote the long term economic and social viability of the community; and

- empowerment and self-sufficiency for low-income persons to reduce generational poverty in federally assisted housing and public housing.

### **3. Evaluation of past performance**

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

Each program that is funded with CDBG, HOME and ESG funding is monitored annually to make sure that the number of people who were going to be served for a specific need were met. If goals were not met, then that program is evaluated to determine if the need for that the program is still a priority or if that need is being met elsewhere due to other new funding sources, or if the community dynamics have changed and the demand for a specific need has decreased. Every year, there are public input sessions to gather input on community needs to evaluate if a need should be a goal for this plan.

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

Summary from citizen participation section of plan.

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

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

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

The Citizen Participation Plan outlines the public process that the Community Development Division utilizes throughout the year and uses in developing the Action Plan. The plan includes the process for the development of the Consolidated Plan and the Action Plan. The Citizen Participation Plan can be found online at the City of Duluth's website.

The process starts with an analysis of the housing market to determine the affordable housing gaps and a community needs assessment. Then the Community Development Division holds a community development and housing needs public hearing, which states the process to develop the Plan and addresses the general needs of the community that could be utilized with HUD program funds. The purpose of this hearing is to review housing market data to determine housing needs and to analyze

other survey data to define community development needs. The CD Division meets with various concerned groups and agencies that deal with community needs, after which a draft Plan which includes priorities and strategies, is developed. The draft is then advertised in the local newspaper, email notices, Facebook, and through a news release, that copies are available for inspection at the local library, as well as the offices of the CD Division in City Hall and on-line on the City's website. All who are interested may obtain copies, at no cost, of the draft Plan during the 30-day public comment period. A summary of any comments, written or oral, received during the 30-day comment period, along with the City response to the same, will be attached to and become part of the "final" Consolidated Plan. A Public Hearing is held by the CD Committee or the City Council after the 30-day comment period and prior to the City Council formally approving the Plan and forwarding it to HUD for review and approval.

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

To be completed at the December 4, 2018 Public Comment hearing.

## **7. Summary**

Comments were received through the public hearing process and are attached to the minutes of the hearing that are attached to the final copy of the Action Plan.

**PR-05 Lead & Responsible Agencies – 91.200(b)**

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

Describe the agency/entity responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

<b>Agency Role</b>	<b>Name</b>	<b>Department/Agency</b>
CDBG Administrator	DULUTH	Community Development Division
HOME Administrator	DULUTH	Community Development Division
ESG Administrator	DULUTH	Community Development Division

**Table 1 – Responsible Agencies**

**Narrative (optional)**

**Consolidated Plan Public Contact Information**

The 2015-2019 Consolidated Plan is on the City of Duluth's website and is available at the three library branches in Duluth. In addition, copies are available at the Community Development Division, which is part of Community Planning Department, located in Room 110, City Hall West First Street, Duluth MN 55802, contact phone number 218-730-5302.

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

### **1. Introduction**

The City of Duluth is dedicated to developing an Action Plan that is effective in meeting the needs of low income and moderate-income people within the city.

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 comprised of nine community wide 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. The CD Committee helps to provide community perspectives on the Community Development Program and oversee the funding process. The CD Committee holds input sessions to hear about community needs from the public and the agencies that provide services in Duluth's CDBG concentrated areas and represent neighborhood perspectives.

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

The City of Duluth's Community Planning Division works closely with the Housing and Redevelopment Authority of Duluth (Duluth HRA), which is the local public housing administrator for Duluth. The city, along with over twenty local non-profits that provide housing and homelessness services and programs to those in need participate in monthly Affordable Housing Coalition meetings. This group meets to address issues and gaps in services, as well as works to develop strategies to assist those in need of housing assistance.

The city also participates in weekly ESG case management meetings where trends that homeless or those that are at-risk of becoming homeless are discussed. This group also presents clients that are in need of emergency assistance. Cases are presented and funded by either ESG rapid-rehousing funds, and or are leveraged by FHPAP, or private funds to keep clients in housing by avoiding eviction, or to provide housing for those who are in need of assistance. The City of Duluth manages ESG funding while St. Louis County staff are present to manage FHPAP funds.

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

The St. Louis County Continuum of Care (SLCCoC) covers over 6,247 miles of which Duluth falls within. Since the Continuum was established, the City of Duluth has served as one of the two government agencies that appoints governance board members, in addition to providing financial support for Continuum of Care staff.

Together this consortium of partners that includes homeless service providers, advocacy groups, government agencies and homeless individuals who are work together to address the housing and support service needs of the homeless in this region of the Duluth/St. Louis County. Currently, the governance board, along with St. Louis County staff has been working to update the ten-year plan to end homelessness with a five-year addendum that has described accomplishments, updated goals, and set new priorities for how to address the needs of homeless persons. This plan focuses encompasses the needs and gaps in services of homeless individuals and families, families with children, veterans, and unaccompanied youth, in addition to those at-risk of becoming homeless.

This group along with service providers and various committees analyzes data from HMIS that shows what needs clients are having within St. Louis County, and are documented within the coordinated entry system. The consortium also looks at benchmarks from each organization that is funded through the SLCCoC to determine if they are meeting their goals set within their applications. The success of each program not only provides insight to the needs within the county, but also helps to determine what the needs and missing services are that exist within our borders.

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

The City of Duluth works closely with the St. Louis County Continuum of Care in determining how to allocate ESG funds. City staff serve as a liaison to the governance board, in an effort to provide updates on the work that is being done by ESG contracted service providers, and how their work is connected to the goals and outcomes of the City of Duluth Consolidated Plan, and the St. Louis County Ten-year Plan



to End Homelessness. Staff make an annual presentation to the board to share funding recommendations that comes from the city's Community Development Committee.

Policies and procedures for the operation and administration of HMIS are followed by the City of Duluth in collaboration with St. Louis County as an entitlement jurisdiction and the St. Louis County Continuum of Care. HUD, in addition to the State of Minnesota HMIS Governance Board have various requirements that the City of Duluth, and the CoC follow in facilitating our programs. These national and local requirements are reviewed several times a year at not only governance board meetings, but also at committee meetings within the CoC, and City of Duluth to ensure that our programs are fulfilling required guidelines.

The City of Duluth works side by side with St. Louis County staff, and the St. Louis County governance board to ensure that the coordinated entry system, along with data being entered into HMIS, and economic guidelines of clients receiving ESG funds are being adhered to.

**2. Describe Agencies, groups, organizations and others who participated in the process and describe the jurisdiction's consultations with housing, social service agencies and other entities**

**Table 2 – Agencies, groups, organizations who participated**

1	<b>Agency/Group/Organization</b>	HRA
	<b>Agency/Group/Organization Type</b>	Housing PHA Services - Housing
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Public Housing Needs Lead-based Paint Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The City of Duluth and the Housing and Redevelopment Authority of Duluth (HRA) have an ongoing working relationship, and HRA was consulted throughout the Consolidated Plan process to take into account housing needs and strategies.
2	<b>Agency/Group/Organization</b>	Duluth Affordable Housing Coalition
	<b>Agency/Group/Organization Type</b>	Housing
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homelessness Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Duluth's Affordable Housing Coalition is comprised of over twenty non-profit organizations and governmental agencies working to develop and preserve affordable housing throughout Duluth. The Coalition addresses the need for affordable housing along the entire spectrum from the "hardest to house" through workforce housing. The consultation with this group was extremely helpful in identifying gaps in service and developing priorities and goals. The city will continue to work with this group to prioritize and direct funding.

3	<b>Agency/Group/Organization</b>	COMMUNITY ACTION DULUTH
	<b>Agency/Group/Organization Type</b>	Services-Children Services-Education Services-Employment Community Action Agency
	<b>What section of the Plan was addressed by Consultation?</b>	Economic Development
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Community Action Duluth is a community action agency and provides a number of services including a Financial Opportunities Center, is a career and personal financial service centers that focus on the financial bottom line for low-to-moderate income individuals. Community Action has a unique perspective and their input on low-income needs throughout the community is very useful. They will continue to be consulted for the identification of barriers to employment and increasing income.
4	<b>Agency/Group/Organization</b>	Duluth Workforce Center
	<b>Agency/Group/Organization Type</b>	Services-Education Services-Employment Local and State Collaboration
	<b>What section of the Plan was addressed by Consultation?</b>	Economic Development Anti-poverty Strategy Employment Services

	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The Duluth Workforce Center is a collaboration of the several agencies including the Duluth Workforce Division and the state Department of Employment and Economic Development. The city relies upon this agency to coordinate city job training, education, and employment connections. The Duluth Workforce Center will continue to be used in identifying growing industry sectors, employment-training needs, and other efforts needed to grow jobs and employment in Duluth. As identified by the center, Duluth is now working to encourage economic development efforts to include training for construction and aircraft assembly sectors, which are in great need.
5	<b>Agency/Group/Organization</b>	Community Development Committee
	<b>Agency/Group/Organization Type</b>	Citizen Committee
	<b>What section of the Plan was addressed by Consultation?</b>	Oversees CDBG, HOME,ESG process
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The Community Development Committee is a group of appointed citizens who have different incomes and backgrounds that have interest and experience with housing and community development issues. The Committee oversees the entire CDBG Program; including the development of the Consolidated Plan, Annual Action Plan, CAPER Report, and all funding recommendations. The committee makes recommendations to the City Council and Mayor.
6	<b>Agency/Group/Organization</b>	United Way of Greater Duluth
	<b>Agency/Group/Organization Type</b>	Services-Children Services-Education Services-Employment Foundation
	<b>What section of the Plan was addressed by Consultation?</b>	Funding Partner

	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The United Way of Greater Duluth helps the community through strategic investments in a network of local programs and initiatives, United Way helps meet the health and human care needs of people in the Greater Duluth area by investing in the building blocks of a good life: Education, Income Health and Basic Needs. As a funding collaborator with the City, the two agencies will continue to work together to identify gaps and work to avoid duplication of services/funding.
7	<b>Agency/Group/Organization</b>	Ordean Foundation
	<b>Agency/Group/Organization Type</b>	Private Foundation Foundation
	<b>What section of the Plan was addressed by Consultation?</b>	Funding Partner
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The Ordean Foundation works to fund projects and efforts in the Duluth area; often times with much overlap of CDBG related activities. The City of Duluth will continue to collaborate with the Ordean Foundation to continue to ensure that gaps in services are met and avoid duplication of services/funding.
8	<b>Agency/Group/Organization</b>	Duluth Superior Area Community Foundation
	<b>Agency/Group/Organization Type</b>	Private Foundation
	<b>What section of the Plan was addressed by Consultation?</b>	Funding Partner
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The Duluth Superior Area Community Foundation works to improve the region through funding projects that include the arts, community and economic development, education, environment, and human services. The City will continue to collaborate with the foundation to identify the gaps in services and avoid the duplication of services.

9	<b>Agency/Group/Organization</b>	Generations Health Care Initiatives
	<b>Agency/Group/Organization Type</b>	Private Foundation Foundation
	<b>What section of the Plan was addressed by Consultation?</b>	Funding Partner
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Generations Health Care Initiatives is a private foundation that supports innovative, local programs that expands access to health care and improves the health of underserved people in the Duluth/Superior area and northeastern Minnesota. Generations place in Duluth is important and the city relies upon Generations to provide health related information, like the report titled "Bridge to Health" which provides information that helps to identify gaps and health needs in the region.
10	<b>Agency/Group/Organization</b>	Northland Foundation
	<b>Agency/Group/Organization Type</b>	Private Foundation Foundation
	<b>What section of the Plan was addressed by Consultation?</b>	Funding Partner
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The Northland Foundation is a regional foundation serving the communities of northeastern Minnesota, emphasizing funding projects to help children, youth, families, small/medium businesses, and the elderly. The City will continue to work with the Northland Foundation to identify funding gaps and eliminate the duplication of services/funding.
11	<b>Agency/Group/Organization</b>	Duluth Local Initiatives Support Corporation
	<b>Agency/Group/Organization Type</b>	Local Initiative Support Corporation

	<b>What section of the Plan was addressed by Consultation?</b>	Economic Development Funding Partner
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Duluth Local Initiative Support Coalition (Duluth LISC) is an agency in Duluth that works to help nonprofit community development organizations transform distressed neighborhoods into healthy and sustainable communities. Duluth LISC also helps to coordinate the neighborhood revitalization plans that Duluth has completed for each of the four core neighborhoods in Duluth. The city works with LISC to coordinate the Duluth At Work program which is a job training program for low income people. Duluth works with LISC to identify needs, coordinate revitalization efforts, and collaborate to reach the low income neighborhoods and CDBG Target areas in Duluth.
12	<b>Agency/Group/Organization</b>	Saint Louis County Health and Human Services Dept
	<b>Agency/Group/Organization Type</b>	Services-Children Services-Health Other government - County Other government - Local
	<b>What section of the Plan was addressed by Consultation?</b>	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The St. Louis County Health and Human Services Department manages the County Continuum of Care process and works to coordinate homeless and emergency services in within the County. The County is a partner with the city in a providing coordination in homeless services and working to identify gaps and unmet needs.

13	<b>Agency/Group/Organization</b>	Saint Louis County Community Development Division
	<b>Agency/Group/Organization Type</b>	Other government - County
	<b>What section of the Plan was addressed by Consultation?</b>	County Government
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The St. Louis County Community Development Division manages the CDBG and ESG funds that come to the county. Although these funds are directed outside of the City of Duluth, the city continues to consult with the county's Community Development staff in order to look for opportunities for collaboration and to identify gaps.
14	<b>Agency/Group/Organization</b>	ARDC- Arrowhead Area Agency on Aging
	<b>Agency/Group/Organization Type</b>	Services-Elderly Persons Other government - Local
	<b>What section of the Plan was addressed by Consultation?</b>	Senior Services
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The Arrowhead Regional Development Commission- Arrowhead Area Agency on Aging the designated area agency on aging for the seven county arrowhead region and works to provide three critical functions: OAA funding administration, community planning and service development, and information and assistance. Further coordination and consultation could be helpful in identifying needs and service gaps for elderly people in the community.

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

None



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

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	St. Louis County	The Continuum of Care efforts of the county relate closely with the goals and strategies of the development of the Strategic Plan. The city works closely with the county to ensure that the needs associated in the Continuum of Care are also addressed within the Strategic Plan. Both plans have a goal to provide homeless services and ensure that there is adequate coverage of homeless programs.
10 Year Plan to End Homelessness	St. Louis County	In 2005, St. Louis County developed the 10-year Plan to End Homelessness to create a new strategy, based on national and local best practices, to reduce the suffering of our most vulnerable citizens. The city's strategic plan closely follows this plan and strives to meet the goals that were set out in the plan.
Duluth Comprehensive Land Use Plan	City of Duluth	In 2005, the city completed the Comprehensive Land Use Plan in order to lay out goals and priorities for neighborhoods and areas in Duluth. The plan put forth strategies to help Duluth's parks, housing, transportation, and service needs. The Strategic Plan is guided by this plan in terms of developing strong neighborhoods in Duluth.
At Home in Duluth Revitalization Plans	Duluth Local Initiative Support Corporation	In 2012, Duluth LISC updated four neighborhood plans for the Hillside, Lincoln Park, West Duluth, and Morgan Park neighborhoods. The plans developed through input from neighborhood residents, business owners, and service agencies led to identifying needs and setting priorities for each neighborhood. Duluth includes the priorities in these plans within the strategic plan goals.

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

**Narrative (optional)**

## **AP-12 Participation – 91.105, 91.200(c)**

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

The Citizen Participation Plan describes the public process that the Community Development Division utilizes throughout the year. The plan includes the process for the development of the Consolidated Plan and Action Plan. The Citizen Participation Plan can be found online at the City of Duluth's website. The process starts with an analysis of the housing market to determine the affordable housing gaps and a community needs assessment. Then the Community Development Division holds a community development and housing needs public hearing, which states the process to develop the Plan and address the general needs of the community that could be addressed with HUD program funds. The purpose of this hearing is to review housing market data to determine housing needs and to analyze other survey data to define community development needs. The CD Division meets with various concerned groups and agencies that deal with community needs, after which a draft Plan priorities and strategies will be developed. This is then followed by a summary advertisement in the local newspaper and news release that copies are available for inspection at the local library, as well as the offices of the CD Division in City Hall. All who are interested may obtain copies, at no cost, of the draft Plan during the 30-day public comment period. A summary of any comments, written or oral, received during the 30-day comment period, along with the City response to the same, will be attached to and become part of the “final” Plan. A Public Hearing is held by the CD Committee or the City Council after the 30-day comment period and prior to the City Council formally approving the Plan and forwarding it to HUD for review and approval.

**Citizen Participation Outreach**

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (if applicable)
1	Public Meeting	Non-targeted/broad community	Attached	Attached	None	
2	Newspaper Ad	Non-targeted/broad community	A Community and Housing Needs Public Hearing advertisement was placed in the Duluth News Tribune that has a broad circulation throughout the region.	Attached	None	
3	Internet Outreach	Non-targeted/broad community	The City used Facebook to connect with residents to hear general opinions about housing, transportation, and economic development.	Various comments about housing, public service, and employment needs	All accepted	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
4	Public Meeting	Non-targeted/broad community	The City held public meetings about the comprehensive plan update that focused on housing, employment, and transportation issues.	Varied from connecting people to jobs and services, to assisting people with mental health, and the lack of affordable housing.	None	

**Table 4 – Citizen Participation Outreach**

## 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 prioritized projects and activities in this plan and will work to disburse 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 Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	2,375,204	250,000	1,743,033	4,368,237	0	Program Income from Revolving Loan Fund, which is utilized for housing rehabilitation loans. Reprogrammed funds are being used to address current priorities. This is the final year of the five year Consolidated Plan.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
HOME	public - federal	Acquisition Homebuyer assistance Homeowner rehab Multifamily rental new construction Multifamily rental rehab New construction for ownership TBRA	541,106	0	468,645	1,009,751	0	No anticipated lien repayments. Have reprogrammed funds. This is the final year of the five year Consolidated Plan.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
ESG	public - federal	Conversion and rehab for transitional housing Financial Assistance Overnight shelter Rapid re-housing (rental assistance) Rental Assistance Services Transitional housing	200,644	0	35,757	236,401	0	No Program Income. This is the final year of the five year Consolidated Plan.

Table 5 - 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 \$16,319,000 annually (\$80,000,000 over the 5-year plan) of other federal, state, and local funds. Matching requirements have regularly been met and the city does not 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 St 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: 41 Jobs Businesses assisted: 8 Businesses Assisted
2	Tenant Based Rental Assistance	2015	2019	Homeless		Homelessness	HOME: \$90,000	Tenant-based rental assistance / Rapid Rehousing: 13 Households Assisted
3	Affordable Rental Housing	2015	2019	Affordable Housing Public Housing Non-Homeless Special Needs		Affordable Rental Housing	CDBG: \$486,454	Rental units rehabilitated: 106 Household Housing Unit
4	Affordable Home Owner Housing	2015	2019	Affordable Housing		Affordable Owner Occupied Housing	CDBG: \$338,545 HOME: \$470,000	Homeowner Housing Added: 11 Household Housing Unit Homeowner Housing Rehabilitated: 87 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			CDBG: \$306,900	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 912 Persons Assisted Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit: 3748 Households Assisted Buildings Demolished: 14 Buildings
6	Public Services	2015	2019	Homeless Non-Housing Community Development		Special Needs Housing Public Services	CDBG: \$272,400	Public service activities other than Low/Moderate Income Housing Benefit: 18175 Persons Assisted Public service activities for Low/Moderate Income Housing Benefit: 431 Households Assisted
7	Homelessness	2015	2019	Homeless		Homelessness	CDBG: \$64,000 ESG: \$187,950	Tenant-based rental assistance / Rapid Rehousing: 50 Households Assisted Homeless Person Overnight Shelter: 1540 Persons Assisted Homelessness Prevention: 1300 Persons Assisted

**Table 6 – Goals Summary**

**Goal Descriptions**

1	<b>Goal Name</b>	Economic Development
	<b>Goal Description</b>	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. SOAR Career Solutions is a Community Business Development Organization that has strong relationships with area employers and works to train prospective employees. 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	<b>Goal Name</b>	Tenant Based Rental Assistance
	<b>Goal Description</b>	
3	<b>Goal Name</b>	Affordable Rental Housing
	<b>Goal Description</b>	By providing 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. This category also includes agencies who will provide weatherization improvements to LMI housing units through no obligation grants.
4	<b>Goal Name</b>	Affordable Home Owner Housing
	<b>Goal Description</b>	This is for 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. This goal includes acquisition rehab to obtain existing units, rehab them and then sell to LMI qualified buyers. This goal also includes building new community land trust homes.
5	<b>Goal Name</b>	Community Public Facilities
	<b>Goal Description</b>	Funds will be used to improve community public facilities in low-income neighborhoods that provide services primarily to low-moderate income people. This category includes blight removal.

6	<b>Goal Name</b>	Public Services
	<b>Goal Description</b>	Provide basic needs and services to low income people.
7	<b>Goal Name</b>	Homelessness
	<b>Goal Description</b>	Services and/or housing for people currently experiencing homelessness, and funds to prevent homelessness. HMIS collection, Coordinated Entry, and shelter operations are in this category.

## Projects

### AP-35 Projects – 91.220(d)

#### Introduction

The City relies mostly upon non-profit and neighborhood organizations to implement the goals of the Annual Action Plan. Through an open application process the City of Duluth reviews and evaluates applications to see how they meet the Consolidated Plan Goals. Projects are then funded and the City oversees progress to make sure the goals of the plan are met.

#### Projects

#	Project Name
1	Duluth Property Rehab- HRA
2	Redruth Rehab Project
3	Burke Apartments Rehab
4	Duluth Energy Efficiency Program
5	Specialized Improvement Program - ECO 3
6	One Roof Duluth Lending Rehab
7	Landlord Incentives Program-Salvation Army
8	Neighborhood Youth Services Jet Food Program
9	Life House Basic Needs Drop-in Center
10	Free Tax Site-CAD
11	Tenant Landlord Connection
12	Housing Stabilization Services at Steve O'Neil Apartments
14	Duluth Hunger Project
15	Safe Haven DV Shelter
16	Family Supportive Housing-Center City
17	Family Transitional Housing-Salvation Army
18	MAC V Supportive Housing Services
19	Emergency Shelter Project-CHUM
20	Coordinated Entry and Assessment
21	Growing Neighborhood Business 2019
22	SOAR Career Solutions, a Community Based Development Organization (CBDO)
23	Medical Exam Table Replacement
24	Life House Annex
25	Blight Removal

#	Project Name
26	Transportation for All
27	Tenant Based Rental Assistance 2019
28	CLT New Construction 2019-CHDO
29	One Roof CLT Acquisition and Rehab-CHDO 2019
30	ESG19 DULUTH
31	Program Administration 2019
32	Seeds for Success Farmer's Market

**Table 7 - 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 2017, the funding targets were set as the following:  
Community Development Block Grant

- Affordable Housing, Target: 42%, Recommended: 40.3%
- Economic Development, Target: 15%, Recommended: 15%
- Public Facilities, Target: 8%, Recommended: 10.1%
- Public Services, Target: 15%, Recommended: 15%
- Planning/Administration: 20%, Recommended: 20%

These funding Targets are primarily focused on the 5 LMI neighborhoods, however certain activities, such as housing rehab may be located in other neighborhoods when the recipient of the funds is low income.

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

<b>1</b>	<b>Project Name</b>	Duluth Property Rehab- HRA
	<b>Target Area</b>	
	<b>Goals Supported</b>	Affordable Rental Housing Affordable Home Owner Housing
	<b>Needs Addressed</b>	Affordable Rental Housing Affordable Owner Occupied Housing
	<b>Funding</b>	CDBG: \$450,000
	<b>Description</b>	Rehab single family and multifamily LMI housing units
	<b>Target Date</b>	3/31/2018
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	55 LMI families
	<b>Location Description</b>	City of Duluth
	<b>Planned Activities</b>	Rehab of 55 LMI housing units for LMI households
<b>2</b>	<b>Project Name</b>	Redruth Rehab Project
	<b>Target Area</b>	
	<b>Goals Supported</b>	Affordable Rental Housing
	<b>Needs Addressed</b>	Affordable Rental Housing
	<b>Funding</b>	CDBG: \$70,000
	<b>Description</b>	New siding for a very low income apartment building that services people with disabilities.
	<b>Target Date</b>	3/31/2019
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	18 people with disabilities will benefit
	<b>Location Description</b>	
<b>Planned Activities</b>	Putting on new siding	
<b>3</b>	<b>Project Name</b>	Burke Apartments Rehab
	<b>Target Area</b>	
	<b>Goals Supported</b>	Affordable Rental Housing



	<b>Needs Addressed</b>	Affordable Rental Housing
	<b>Funding</b>	CDBG: \$80,000
	<b>Description</b>	Replacing flooring and repairing a parking lot for a 20 unit building that serves very low income people with disabilities.
	<b>Target Date</b>	3/31/2020
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	80 people with disabilities will benefit from these improvements
	<b>Location Description</b>	Burke Apartment Building
	<b>Planned Activities</b>	Replacing flooring and the parking lot at Burke Apartments
4	<b>Project Name</b>	Duluth Energy Efficiency Program
	<b>Target Area</b>	
	<b>Goals Supported</b>	Affordable Rental Housing Affordable Home Owner Housing
	<b>Needs Addressed</b>	Affordable Rental Housing Affordable Owner Occupied Housing
	<b>Funding</b>	CDBG: \$125,000
	<b>Description</b>	Weatherization improvements for 50 units
	<b>Target Date</b>	3/31/2020
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	50 LMI families will benefit from weatherization improvements that will lower energy costs.
	<b>Location Description</b>	Throughout the City of Duluth
	<b>Planned Activities</b>	Weatherization improvements
5	<b>Project Name</b>	Specialized Improvement Program - ECO 3
	<b>Target Area</b>	
	<b>Goals Supported</b>	Affordable Home Owner Housing Community Public Facilities
	<b>Needs Addressed</b>	Affordable Owner Occupied Housing Community Non-Structural Public Facilities
	<b>Funding</b>	CDBG: \$100,000

	<b>Description</b>	Improvements to a designated special improvement area, which includes housing rehab and blight removal
	<b>Target Date</b>	3/31/2019
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	The families in the designated specialized improvement areas will benefit from the neighborhood improvements in Lincoln Park and Central Hillside. In addition, 10 families will benefit from the rehab and 6 blighted structures will be removed.
	<b>Location Description</b>	Lincoln Park and Central Hillside neighborhoods
	<b>Planned Activities</b>	Rehab of 10 units and the removal of 6 blighted units
<b>6</b>	<b>Project Name</b>	One Roof Duluth Lending Rehab
	<b>Target Area</b>	
	<b>Goals Supported</b>	Affordable Rental Housing Affordable Home Owner Housing
	<b>Needs Addressed</b>	Affordable Rental Housing Affordable Owner Occupied Housing
	<b>Funding</b>	CDBG: \$80,000
	<b>Description</b>	One Roof Community Lending will provide below market rate interest loans, forgivable loans, and deferred loans for rehabilitation of LMI single family owner occupied and LMI multifamily rental units in Duluth.
	<b>Target Date</b>	3/31/2019
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	40 families will benefit from the housing improvements
	<b>Location Description</b>	City of Duluth
	<b>Planned Activities</b>	Rehab activities
<b>7</b>	<b>Project Name</b>	Landlord Incentives Program-Salvation Army
	<b>Target Area</b>	
	<b>Goals Supported</b>	Public Services
	<b>Needs Addressed</b>	Public Services
	<b>Funding</b>	CDBG: \$20,000

	<b>Description</b>	This program will engage targeted landlords to provide housing opportunities for single, families and youth who may be otherwise be prevented from renting due to criminal history. The targeted population are households with a felony background.
	<b>Target Date</b>	3/31/2019
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	100 families will benefit by having housing opportunities they may not otherwise have.
	<b>Location Description</b>	City of Duluth
	<b>Planned Activities</b>	Funds will be used for staffing of a program that uses approximately \$80,000 from other funding sources to be used as security funding to reduce risks to landlords to rent to people who have felonies and would not otherwise be able to find suitable housing.
<b>8</b>	<b>Project Name</b>	Neighborhood Youth Services Jet Food Program
	<b>Target Area</b>	
	<b>Goals Supported</b>	Public Services
	<b>Needs Addressed</b>	Public Services
	<b>Funding</b>	CDBG: \$39,000
	<b>Description</b>	The JET program provides daily meals, structured job training skills, and life skills for high-risk youth ages 5 to 18.
	<b>Target Date</b>	3/31/2020
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	550 children from LMI families will directly benefit
	<b>Location Description</b>	Through the City of Duluth.
	<b>Planned Activities</b>	Providing food, job training, and life skills to at risk children and youth
<b>9</b>	<b>Project Name</b>	Life House Basic Needs Drop-in Center
	<b>Target Area</b>	
	<b>Goals Supported</b>	Public Services
	<b>Needs Addressed</b>	Public Services
	<b>Funding</b>	CDBG: \$30,000

	<b>Description</b>	Life House provides a safe activity center to address the needs of homeless and street youth ages 14 to 24 and connect them to on-site services including supportive housing, mental health counseling, academic support and paid job training.
	<b>Target Date</b>	3/31/2019
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	650 youth and their families will directly benefit from these activities
	<b>Location Description</b>	City of Duluth
	<b>Planned Activities</b>	Life house will provide a safe and secure location while providing support systems to at-risk youth
<b>10</b>	<b>Project Name</b>	Free Tax Site-CAD
	<b>Target Area</b>	
	<b>Goals Supported</b>	Public Services
	<b>Needs Addressed</b>	Public Services
	<b>Funding</b>	CDBG: \$20,000
	<b>Description</b>	Community Action Duluth will provide staff to assist LMI households in their tax preparation.
	<b>Target Date</b>	3/31/2020
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	1325 families will be assisted with tax preparation services
	<b>Location Description</b>	City of Duluth
	<b>Planned Activities</b>	CAD will use the funds to support the Volunteer Income Tax Assistance program (Free Tax Site) to assist LMI households to file their tax returns.
<b>11</b>	<b>Project Name</b>	Tenant Landlord Connection
	<b>Target Area</b>	
	<b>Goals Supported</b>	Public Services
	<b>Needs Addressed</b>	Public Services
	<b>Funding</b>	CDBG: \$25,000

	<b>Description</b>	The TLC will help ensure stable rental housing by education existing and potential landlords and tenants regarding rights and responsibilities as well as mediating disputes between landlords and tenant to reduce the number of evictions in our community.
	<b>Target Date</b>	3/31/2019
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	550 households will benefit from this activity
	<b>Location Description</b>	City of Duluth
	<b>Planned Activities</b>	Landlord and tenant counseling and education with the goal of reducing evictions
<b>12</b>	<b>Project Name</b>	Housing Stabilization Services at Steve O'Neil Apartments
	<b>Target Area</b>	
	<b>Goals Supported</b>	Public Services
	<b>Needs Addressed</b>	Public Services
	<b>Funding</b>	CDBG: \$20,000
	<b>Description</b>	Providing supportive services for families such as intensive case management, trauma-informed early childhood programs, parenting and after school programs that are designed to help families overcome homelessness and build resilience.
	<b>Target Date</b>	3/31/2020
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	160 families will benefit from the case management
	<b>Location Description</b>	Steve O'Neil Apartments located in the Central Hillside neighborhood
	<b>Planned Activities</b>	Intensive case management
<b>13</b>	<b>Project Name</b>	Duluth Hunger Project
	<b>Target Area</b>	
	<b>Goals Supported</b>	Public Services
	<b>Needs Addressed</b>	Public Services
	<b>Funding</b>	CDBG: \$80,000

	<b>Description</b>	The Duluth Hunger Project is a collaboration of CHUM, the Damiano Center, and the Salvation Army to prevent hunger and malnutrition among Duluth's residents with the lowest incomes by providing them with access to food shelves and free nutritious meals.
	<b>Target Date</b>	3/31/2019
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	15,000 individuals will benefit by having access to food.
	<b>Location Description</b>	Through the LMI neighborhoods in Duluth, including Central Hillside and Lincoln Park.
	<b>Planned Activities</b>	Providing food and meals to LMI people
<b>14</b>	<b>Project Name</b>	Safe Haven DV Shelter
	<b>Target Area</b>	
	<b>Goals Supported</b>	Public Services Homelessness
	<b>Needs Addressed</b>	Public Services Homelessness
	<b>Funding</b>	CDBG: \$15,000
	<b>Description</b>	Shelter for battered women and children
	<b>Target Date</b>	3/31/2019
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	500 women and children
	<b>Location Description</b>	City of Duluth
	<b>Planned Activities</b>	Provide safe, emergency shelter and basic needs for a 30 bed communal setting for women and children escaping domestic violence.
<b>15</b>	<b>Project Name</b>	Family Supportive Housing-Center City
	<b>Target Area</b>	
	<b>Goals Supported</b>	Public Services Homelessness
	<b>Needs Addressed</b>	Public Services Homelessness

	<b>Funding</b>	CDBG: \$30,000
	<b>Description</b>	Provide supportive services to 42 units of housing for homeless families, singles and youth in Duluth. This includes permanent and transitional housing.
	<b>Target Date</b>	3/31/2019
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	91 individuals will benefit from this activity
	<b>Location Description</b>	City of Duluth
	<b>Planned Activities</b>	Supportive services and case management
16	<b>Project Name</b>	FamilyTransitional Housing-Salvation Army
	<b>Target Area</b>	
	<b>Goals Supported</b>	Public Services Homelessness
	<b>Needs Addressed</b>	Public Services Homelessness
	<b>Funding</b>	CDBG: \$8,250
	<b>Description</b>	This program provides 15 furnished apartments (50 beds) to homeless families with children for up to 24 months. Supportive services assist families in increasing economic stability, moving them toward stabilization and self-reliance, and fosters growth and non-reliance on program funding.
	<b>Target Date</b>	3/31/2019
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	15 families will be assisted
	<b>Location Description</b>	Salvation Army transitional housing units
	<b>Planned Activities</b>	Supportive services to assist families
17	<b>Project Name</b>	MAC V Supportive Housing Services
	<b>Target Area</b>	
	<b>Goals Supported</b>	Public Services Homelessness

	<b>Needs Addressed</b>	Public Services Homelessness
	<b>Funding</b>	CDBG: \$9,150
	<b>Description</b>	MACV will prevent and end Veteran homelessness in Duluth by providing outreach, intake, assessment, and services; including providing 10 units of transitional housing in Duluth for homeless Veterans moving towards stability.
	<b>Target Date</b>	3/31/2019
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	This activity includes services for 10 transitional apartment units, plus 11 beds of permanent supportive housing and outreach. The provider expects to assist 80 individuals.
	<b>Location Description</b>	City of Duluth
	<b>Planned Activities</b>	Outreach and supportive services
<b>18</b>	<b>Project Name</b>	Emergency Shelter Project-CHUM
	<b>Target Area</b>	
	<b>Goals Supported</b>	Community Public Facilities Homelessness
	<b>Needs Addressed</b>	Public Services Homelessness
	<b>Funding</b>	CDBG: \$40,000
	<b>Description</b>	Provide emergency overnight shelter and services to people currently experiencing homelessness.
	<b>Target Date</b>	3/31/2019
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	CHUM expects to serve 1000 people
	<b>Location Description</b>	City of Duluth
	<b>Planned Activities</b>	Provide overnight shelter and associated services to people experiencing homelessness
<b>19</b>	<b>Project Name</b>	Coordinated Entry and Assessment
	<b>Target Area</b>	



	<b>Goals Supported</b>	Public Services Homelessness
	<b>Needs Addressed</b>	Homelessness
	<b>Funding</b>	CDBG: \$12,000
	<b>Description</b>	Coordination to match people who are currently experiencing homelessness with appropriate housing and services through the Continuum of Care process
	<b>Target Date</b>	3/31/2020
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	The COC expects 1,300 peopel to be assisted
	<b>Location Description</b>	City of Duluth
	<b>Planned Activities</b>	Coordination of people, housing, and services
<b>20</b>	<b>Project Name</b>	Growing Neighborhood Business 2019
	<b>Target Area</b>	
	<b>Goals Supported</b>	Economic Development
	<b>Needs Addressed</b>	Affordable Rental Housing
	<b>Funding</b>	CDBG: \$64,000
	<b>Description</b>	Providing Technical Assistance to 8 growing businesses
	<b>Target Date</b>	3/31/2019
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	This project will assist 8 businesses in increasing their revenue by 25% and/or increasing the number of employees; therefore, the families of the owners and employees will benefit.
	<b>Location Description</b>	Low Moderate income neighborhoods
	<b>Planned Activities</b>	
<b>21</b>	<b>Project Name</b>	SOAR Career Solutions, a Community Based Development Organization (CBDO)
	<b>Target Area</b>	
	<b>Goals Supported</b>	Economic Development
	<b>Needs Addressed</b>	Economic Development
	<b>Funding</b>	CDBG: \$272,000

	<b>Description</b>	SOAR will provide the Duluth at Work Program and create jobs candidates for for-profit business employment. Participants will be at or below 50% AMI to obtain employment and maintain their jobs to increase their income.
	<b>Target Date</b>	3/31/2020
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	41 people living at or below 50% AMI will be provided case management, work readiness training, participant support and employment and retention services for over two years. The families of these participants will benefit.
	<b>Location Description</b>	City of Duluth
	<b>Planned Activities</b>	41 participants will be enrolled in the program and complete employment trainings; Stabilization and training services will occur 6 months after enrollment; Job search and placement will occur immediately after an individual completes training(s); Job retention services and on-going case management will continue for 12 months after employment is maintained; during the final year of this three year program, 70% of participants will have increased their income, and reduced their reliance on public assistance
<b>22</b>	<b>Project Name</b>	Medical Exam Table Replacement
	<b>Target Area</b>	
	<b>Goals Supported</b>	Public Services
	<b>Needs Addressed</b>	Public Services
	<b>Funding</b>	CDBG: \$30,000
	<b>Description</b>	Replacing medical exam tables at a clinic in a LMI neighborhood
	<b>Target Date</b>	
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Lake Superior Health Clinic expects replacing the medical exam tables will benefit 360 people a year.
	<b>Location Description</b>	Lake Superior Health Clinic located at 4325 Grand Avenue, Duluth MN 55807
	<b>Planned Activities</b>	Medical tables replacement
<b>23</b>	<b>Project Name</b>	Life House Annex
	<b>Target Area</b>	

	<b>Goals Supported</b>	Community Public Facilities
	<b>Needs Addressed</b>	Communty Structural Public Facilities
	<b>Funding</b>	CDBG: \$128,500
	<b>Description</b>	Renovate a building used to provide education, job training and services to vulnerable youth
	<b>Target Date</b>	3/31/2020
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	650 youth, age 16 to 24 will benefit from this activity
	<b>Location Description</b>	LifeHouse Annex located at 102 W Superior St, Duluth, MN 55802
	<b>Planned Activities</b>	Renovate a building to use it for training and education services for vulnerable youth
<b>24</b>	<b>Project Name</b>	Blight Removal
	<b>Target Area</b>	
	<b>Goals Supported</b>	Community Public Facilities
	<b>Needs Addressed</b>	Community Non-Structural Public Facilities
	<b>Funding</b>	CDBG: \$140,000
	<b>Description</b>	Remove blighted buildings
	<b>Target Date</b>	
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Families and households in the neighborhoods where the blighted buildings are located will benefit.
	<b>Location Description</b>	To be determined, but they will be in the City of Duluth
	<b>Planned Activities</b>	Removing 14 blights buildings, 8 will be through the City of Duluth and 6 with be through ECO 3
<b>25</b>	<b>Project Name</b>	Transportation for All
	<b>Target Area</b>	
	<b>Goals Supported</b>	Community Public Facilities
	<b>Needs Addressed</b>	Community Non-Structural Public Facilities
	<b>Funding</b>	CDBG: \$5,000

	<b>Description</b>	Adding bike racks in a LMI neighborhood
	<b>Target Date</b>	3/31/2020
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Adding bike racks to a LMI neighborhood will increase the transportation options for all the people living in the area
	<b>Location Description</b>	LMI neighborhood
	<b>Planned Activities</b>	Placing bike racks in high traffic LMI neighborhoods
<b>26</b>	<b>Project Name</b>	Tenant Based Rental Assistance 2019
	<b>Target Area</b>	
	<b>Goals Supported</b>	Tenant Based Rental Assistance
	<b>Needs Addressed</b>	Affordable Rental Housing Homelessness
	<b>Funding</b>	HOME: \$90,000
	<b>Description</b>	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. This project include funding for the TBRA administration.
	<b>Target Date</b>	3/31/2020
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	
	<b>Location Description</b>	City of Duluth
	<b>Planned Activities</b>	Providing rental assistance to 11 LMI households
<b>27</b>	<b>Project Name</b>	CLT New Construction 2019-CHDO
	<b>Target Area</b>	
	<b>Goals Supported</b>	Affordable Home Owner Housing
	<b>Needs Addressed</b>	Affordable Owner Occupied Housing
	<b>Funding</b>	HOME: \$150,000
	<b>Description</b>	One Roof will construction 3 dwelling units for LMI families.
	<b>Target Date</b>	3/31/2020

	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	3 families will benefit
	<b>Location Description</b>	City of Duluth
	<b>Planned Activities</b>	Construction of 3 housing units for 3 LMI families
28	<b>Project Name</b>	One Roof CLT Acquisition and Rehab-CHDO 2019
	<b>Target Area</b>	
	<b>Goals Supported</b>	Affordable Home Owner Housing
	<b>Needs Addressed</b>	Affordable Owner Occupied Housing
	<b>Funding</b>	HOME: \$320,000
	<b>Description</b>	Acquisition and rehab of at 8 dwelling units for LMI families.
	<b>Target Date</b>	3/31/2020
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	8 families will benefit
	<b>Location Description</b>	City of Duluth
	<b>Planned Activities</b>	
29	<b>Project Name</b>	ESG19 DULUTH
	<b>Target Area</b>	
	<b>Goals Supported</b>	Homelessness
	<b>Needs Addressed</b>	Homelessness
	<b>Funding</b>	ESG: \$187,950
	<b>Description</b>	The 2019 Federal Fiscal Year allocation of the ESG funds for the City of Duluth are to provide shelter operations, outreach, rapid rehousing, prevention, data collection and administration.
	<b>Target Date</b>	3/31/2020
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	At least 3000 individuals that are currently experiencing homelessness , are threaten to experience homelessness or who have recently been homeless will benefit from the services being provided to prevent long-term homelessness.

	<b>Location Description</b>	Agencies that will use the HESG funds include: Safe Haven DV Shelter, Center City Housing, Salvation Army, MAC V- Veteran Support, CHUM Emergency Shelter and Outreach, and Life House Youth Housing.
	<b>Planned Activities</b>	Agencies will provides services and shelter for people who are experiencing homelessness, or work to rapidly rehouse individuals to prevent homelessness, provide street outreach to connect with homeless individuals, or provide apartments for people who were recently homeless. Funds will also be used for data collection and administration.
<b>30</b>	<b>Project Name</b>	Program Administration 2019
	<b>Target Area</b>	
	<b>Goals Supported</b>	Affordable Rental Housing Tenant Based Rental Assistance Affordable Home Owner Housing Community Public Facilities Public Services Economic Development Homelessness
	<b>Needs Addressed</b>	Affordable Rental Housing Affordable Owner Occupied Housing Special Needs Housing Communtly Structural Public Facilities Community Non-Structural Public Facilities Public Services Economic Development Homelessness
	<b>Funding</b>	CDBG: \$475,041 HOME: \$54,111
	<b>Description</b>	Operation, reporting and monitoring of federally funded activities. In addition, these funds assist with the implementation of the City's Citizen Participation process that leads to the development of the Consolidated Plan and Annual Action Plans. Programs include CDBG and HOME.
	<b>Target Date</b>	3/31/2020
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	The entire City of Duluth benefits from the CDBG and HOME programs.

	<b>Location Description</b>	City of Duluth
	<b>Planned Activities</b>	
<b>31</b>	<b>Project Name</b>	Seeds for Success Farmer's Market
	<b>Target Area</b>	
	<b>Goals Supported</b>	Public Services
	<b>Needs Addressed</b>	Public Services
	<b>Funding</b>	CDBG: \$7,000
	<b>Description</b>	Community Action will provide a farmer's market in a LMI neighborhood.
	<b>Target Date</b>	3/31/2020
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Over 1000 families will have convenient access to fresh food.
	<b>Location Description</b>	
	<b>Planned Activities</b>	Sell fresh and healthy food in a LMI neighborhood.

## **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**

The City of Duluth does not have HUD approved neighborhood revitalization areas but focuses on locally designated CDBG eligible neighborhoods that are over 51% LMI where efforts are often focused, these neighborhoods include: Lincoln Park, Morgan Park, West Duluth, East Hillside and Central Hillside. These neighborhoods have the highest amount of low-income individuals and the highest minority concentrations.

### **Geographic Distribution**

<b>Target Area</b>	<b>Percentage of Funds</b>

**Table 8 - Geographic Distribution**

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

The City uses census data to determine the priorities for allocating investments geographically. The City holds community input sessions in the five predominantly LMI neighborhoods (Lincoln Park, Morgan Park, West Duluth, East Hillside and Central Hillside) to make it easier for people who live in these neighborhoods to attend these meetings. This is to allow people express their opinions on what are the needed services in these neighborhoods.

### **Discussion**

Although the City focuses its efforts on the five LMI neighborhoods (Lincoln Park, Morgan Park, West Duluth, East Hillside and Central Hillside), Staff recognizes that not all the LMI people in Duluth live in those neighborhoods. The City works with the HRA and other agencies to make sure people who live in other neighborhoods and are LMI are adequately served.



## 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	3,590
Non-Homeless	106
Special-Needs	431
Total	4,127

**Table 9 - One Year Goals for Affordable Housing by Support Requirement**

One Year Goals for the Number of Households Supported Through	
Rental Assistance	63
The Production of New Units	3
Rehab of Existing Units	87
Acquisition of Existing Units	8
Total	161

**Table 10 - One Year Goals for Affordable Housing by Support Type**

#### Discussion

Homeless goals includes overnight shelters, such as CHUM and Safe Haven and the Coordinated Entry program. Non-Homeless includes LMI rental rehab. Special Needs includes permanent and transitional housing needs. Rental Assistance includes ESG prevention and rapid rehousing programs and TBRA. Production includes One Roof, Rehab includes HRA, Eco 3 and One Roof Activities. Acquisition includes One Roof.

## **AP-60 Public Housing – 91.220(h)**

### **Introduction**

The Duluth Housing and Redevelopment Authority manages the public housing units within Duluth, which includes over 1,200 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 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 Currently there are over 500 households on the waiting list for public housing units, and over 1,500 households on the list for the Section 8 Voucher Choice 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**

NA

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

### **Introduction**

The City of Duluth is proud to support service providers in their efforts to provide those that are homeless or at-risk of becoming homeless with financial support to meet the needs of their clients. Through CDBG, HOME and ESG funds, the City of Duluth funds a variety of programs ranging from emergency shelter, street outreach, transitional & permanent housing, hunger and public health programs to reach those that are in need.

Each year, the City of Duluth conducts a needs assessment with the help of the public to determine what needs are being met, and what needs are left unmet. These results are shared with our Community Development Committee and Continuum of Care in an effort to combine resources and leverage funding sources to fill service gaps, and brainstorm how to address the long-term needs of our community. Results from the needs assessments are communicated to the public through our annual CAPER and action plan submissions.

The City of Duluth works in coordination with the St. Louis County Continuum of Care in working towards outcomes that are noted in the city's Consolidated Plan, in addition to the CoC's Ten-year Plan to End Homelessness. These plans focus not only on the issues that are identified within the city of Duluth and St. Louis County collectively, they also focus around HEARTH Act regulations and related activities required to be carried out by these funding sources.

### **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**

One- year goals for the City of Duluth for reducing homelessness include: providing over 326 individuals and families with permanent housing, and 1,540 individuals and families with emergency shelter beds. Direct support service goals include 15,550 meals and food packages for youth, individuals and families, 150 individuals with street outreach services, 810 with drop-in or support services and 550 families and individuals with tenant- landlord mediation services. The City of Duluth has worked with many of these agencies before, and all are very good at working with homeless and unsheltered clients to improve their situation, and meet their goals.

Similar to other communities, we find that clients often receive services from a variety of providers. Each provider specializes in a various services, which makes sense for clients to use to their advantage to

address their individual needs. All of the goals listed above are proposed by service providers who are experts in the field in providing the services that they do.

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

The City of Duluth collaborates with six service providers to provide emergency shelter and transitional housing needs of homeless persons. Three of the six organizations provide emergency shelter. Churches United in Ministry provides over 1,000 individuals and families with emergency shelter each year, whereas Safe Haven provides 545 women and children with domestic violence, and Life House that provides 40 youth with emergency shelter. Three partners that provide transitional housing and support services throughout the year are Center City Housing Corporation who serve 131 individuals and families, Minnesota Council of Veterans who serve 95 veterans and their families, and The Salvation Army who serve 100 individuals and families. To date, 780 households are on the Duluth coordinated entry waiting list. The bulk of these households have a score of less than ten, which indicates that they do not have the vulnerabilities that those with a score in a range of 14-18 have, and would be in a better position to find housing without support services connected to them.

### **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**

All six transitional housing and emergency shelter providers work with the coordinated entry system to identify those hardest to house in scoring the highest on the VISPDAT. With the limited housing units that are available these agencies work with the coordinated entry coordinator to take those with the highest score, and put those into open housing units that is paired with case management. All clients are entered into HMIS, and documented while enrolled in the housing programs.

For clients that spend the night or multiple nights in emergency shelter, every effort is made to connect these clients with transitional housing. Clients upon entry go through the VISPDAT intake process, are entered into HMIS, and given a score on their vulnerability. From there, clients are given options for housing whether that is to be put on a housing waitlist, or is a case manager is able to help them connect with housing on their own. This process coincides with the policies and procedures of the St.

Louis County Continuum of Care, but also with how the City of Duluth requires all ESG contracted service providers to participate within the CoC, and enter data into HMIS. The overarching goal for providers is always to prevent those that are currently homeless from becoming homeless again.

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

The City of Duluth and the St. Louis County Continuum of Care are in the process of updating discharge planning. This is being done in conjunction with the county updating their Ten-year Plan to End Homelessness, and ensuring that partners from systems of care and publicly funded institutions are included in the process of ensuring that those exiting have a place to land and avoid becoming homeless. With over twenty partners at the table, some new to the process will help to strengthen relationships between service providers and from systems of care and publicly funded institutions to ensure that those that leave one of these systems have a place to go where they are supported in determining their needs. The updated Five-year Plan to End Homelessness is expected to be published in January 2019.

## **Discussion**

NA

## **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.
- No education requirement for owners and/or managers to secure a rental license.
- 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:**

NA



## **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**

Current projects will provide food in predominantly low-income neighborhoods to residents, improve dental facilities, and provide the needed housing and services. The City is also increasing outreach efforts in low-income neighborhoods by attending neighborhood functions (such as the Annual Night-Out, neighborhood pride celebrations, community school functions) and meeting with community leaders to better understand obstacles people are facing.

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

The City's Housing Agencies will provide information and services 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. These agencies provide information on purchasing a home or making ownership property or rental property a healthy, energy efficient and safe place to live. These agencies provide 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**

The Tenant Landlord Connection 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 develop institutional structure**

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 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 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:**

NA

## 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	250,000
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan.	0
3. The amount of surplus funds from urban renewal settlements	0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan	0
5. The amount of income from float-funded activities	0
<b>Total Program Income:</b>	<b>250,000</b>

#### Other CDBG Requirements

1. The amount of urgent need activities	0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	97.00%

**HOME Investment Partnership Program (HOME)**  
**Reference 24 CFR 91.220(l)(2)**

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

NA

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 attached

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:

See attached

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:

NA

**Emergency Solutions Grant (ESG)**  
**Reference 91.220(l)(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 ESG process follows the CDBG/Home process.

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. In addition, the Heading Home Saint Louis County Leadership Council has homeless appointees and this group helps to advise the funding of the ESG funds.

5. Describe performance standards for evaluating ESG.

See ESG Written Standards Attachment

NA

