



# First Program Year Action Plan

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

## Narrative Responses

### GENERAL

#### Executive Summary

Program Year Action Plan Executive Summary: Executive Summary - County of Kent Annual Action Plan - July 1, 2011 through June 30, 2012

##### A. HUD Urban County Community Development Block Grant Program (CDBG)

For 2011-2012, the County of Kent expects to receive its annual CDBG entitlement grant from the U.S. Department of Housing and Urban Development (HUD) in the amount of \$1,402,948. Revenues of \$75,000 from CDBG program income and \$250,000 from HOME program income will supplement the entitlement grant. The County has also established a HOME Consortium Agreement with the City of Wyoming.

Other Federal funds will include the following:

HOME Entitlement Grant 2011-2012	\$ 802,895
HUD- Shelter Plus Care Program	\$ 1,308,276
HUD- Housing Choice Voucher Program	\$ 3,122,356
HUD- Family Self-Sufficiency Program	<u>\$ 117,082</u>
Federal Total:	\$ 5,350,609

Non-federal funds include:

HOME Project Matching Contributions (cash and non-cash)	\$ 80,000
Kent County Funds Leveraged through CDBG Program	\$558,000
Locally Leveraged Funds through CDBG Program	<u>\$140,000</u>
Non-Federal Total:	\$778,000

The total for all sources of federal and non-federal funds including CDBG and projected program income is \$7,856,557.

All cities, townships, and villages in Kent County are currently Participating Communities in the County of Kent's CDBG program, except for the cities of Grand Rapids and Wyoming, which operate their own entitlement CDBG programs. (The western half of the Village of Casnovia, which is located in Muskegon County, is also part of the County of Kent CDBG Program's jurisdiction.)

The priorities and specific annual objectives addressed during the 2011-2012 program year are consistent with those identified in the Five Year Consolidated Plan and include:

1. To eliminate conditions that are detrimental to health safety and public welfare through housing rehabilitation and assistance;
2. To expand and improve the quantity and quality of public and community facilities and improvements;
3. To eliminate conditions detrimental to health, safety and public welfare through public services that benefit low- and moderate-income persons; and
4. To remove slums and blight on a spot basis by clearance or preservation of properties with historical or architectural significance

In carrying out these priorities, for 2011-2012, CDBG funds are budgeted for public facilities and improvements (general), neighborhood facilities, parks and recreational facilities, parking facilities, street improvements, sidewalks, senior services, youth services, transportation services, non-residential historic preservation, owner-occupied housing rehabilitation loans, minor home repairs, foreclosure prevention counseling, accessible housing counseling/referral services, general program administration, and contingency.

Many CDBG-funded projects and programs will directly benefit only low- and moderate-income homeowners and residents, including seniors and the disabled. The remaining projects will benefit primarily residential areas that have a high concentration of low- and moderate-income residents. These CDBG Target Areas are determined by HUD income standards, and have 39.8% or more of their residents classified by HUD as low- or moderate-income persons.

Areas with substandard housing stock or areas having either a minority population or an Hispanic population equal to or higher than the County CDBG Participating Communities as a whole (3% and 1.2%, respectively, based on U.S. Census counts) will also be considered target areas for housing rehabilitation and community development efforts.

#### B. HUD HOME Investment Partnerships Program (HOME)

For 2011-2012, the County of Kent expects to accept its sixth annual HOME entitlement grant from the U.S. Department of Housing and Urban Development (HUD) in the amount of \$802,895. This allocation includes funding for the newly established Consortium with the City of Wyoming.

HOME-funded projects will be located within the 33 Participating Communities in the County of Kent's CDBG program. Areas with substandard housing stock or areas having either a minority population or an Hispanic population equal to or higher than the County CDBG Participating Communities as a whole (3% and 1.2%, respectively, based on U.S. Census counts) will also be considered as possible special target areas for the use of HOME funds.

For 2011-2012, HOME funds are budgeted for low-moderate income housing construction and rehabilitation for sale, development of affordable rental units, support of certified community-based housing development organizations, and HOME program administration.

The HOME program requires 25% non-federal cash or non-cash match for the grant, not including the amount spent on General Program Administration and Community Housing Development Organization (CHDO) technical support. In the County of Kent's case, the approximate required match of \$127,283 will be in the form of Low Income Housing Tax Credits (LIHTC), state funded Medicaid services, volunteer labor, and donated goods and services for HOME eligible projects located in our service area, for the Program Year 2011-2012. For the 2011-2012 HOME funding cycle, no County of Kent general fund dollars or other grants need be used to meet the match.

**2011-2012 CDBG and HOME Projects Summary**

Following is a summary of planned activities utilizing the \$2,220,843.00 of CDBG and HOME funds expected to be available July 1, 2011 through June 30, 2012.

**CDBG - PUBLIC FACILITIES AND IMPROVEMENTS (GENERAL) \$10,000.00**

<u>Local unit</u>	<u>Project</u>	<u>Requested Funding</u>
Gaines Twp	Gaines Twp Hall Accessibility	\$10,000.00

**CDBG - PARKS AND RECREATIONAL FACILITIES \$164,572.04**

<u>Local unit</u>	<u>Project</u>	<u>Requested Funding</u>
Village of Casnovia	Playground and Recreational Park	\$6,923.07
Grand Rapids Twp	Public Restroom Accessibility	\$6,439.50
City of Kentwood	Stauffer Trail Connections - East/West	\$105,300.00
Spencer Twp	Spencer Twp Park	\$14,000.00
City of Walker	City Central Park Playground	\$6,905.80
Kent County Parks	Gordon Park Phase I & II	\$25,003.67

**CDBG - STREET IMPROVEMENTS \$22,067.40**

<u>Local unit</u>	<u>Project</u>	<u>Requested Funding</u>
City of Lowell	North Street Center Reconstruction	\$22,067.40

**CDBG - SIDEWALKS \$66,885.00**

<u>Local unit</u>	<u>Project</u>	<u>Requested Funding</u>
City of Cedar Springs	Sidewalk Improvements	\$7,695.00

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City of East Grand Rapids	Sidewalk Access	\$6,633.00
Gaines Twp	Hanna Lake Sidewalk Improvements	\$8,303.50
Plainfield Charter Twp	Grand River Drive Sidewalk Improvements	\$9,253.50
City of Walker	Chesterfield Heights Sidewalk Improvements	\$35,000.00

**CDBG - SENIOR SERVICES** **\$68,506.03**

<u>Local unit</u>		<u>Requested Funding</u>
<b>SPARTA SENIOR CENTER SERVICES</b>		
Algoma Twp	Senior Neighbors	\$8,950.00
Village of Kent City	Senior Neighbors	\$2,237.50
Sparta Twp	Senior Neighbors	\$10,835.77
Village of Sparta	Senior Neighbors	\$11,187.50
Tyrone Twp	Senior Neighbors	\$4,475.00
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		\$37,685.77
<b>LOWELL SENIOR CENTER SERVICES</b>		
Lowell Twp		\$5,163.61
Vergennes Twp		\$4,481.27
<b>SENIOR MEALS, INC SERVICES</b>		
Grattan Twp	Senior Meals	\$4,481.27
Kent County	Senior Meals	\$16,694.11

**CDBG - YOUTH SERVICES** **\$27,792.50**

<u>Local unit</u>	<u>Project</u>	<u>Requested Funding</u>
<b>NORTH COUNTY TEEN PARENTING SERVICES</b>		
Algoma Twp	North County Teen Parenting	\$895.00
Alpine Twp	North County Teen Parenting	\$895.00
Nelson Twp	North County Teen Parenting	\$895.00
Solon Twp	North County Teen Parenting	\$895.00
Sparta Twp	North County Teen Parenting	\$2,237.50
Village of Sparta	North County Teen Parenting	\$3,580.00
Tyrone Twp	North County Teen Parenting	\$895.00
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		Requested Funding
<b>SUMMER LUNCH PROGRAM</b>		
Courtland Twp	North Kent Service Center Summer Lunch Program	\$6,879.60
Kent County	North Kent Service Center Summer Lunch Program	\$10,620.40

**CDBG - TRANSPORTATION SERVICES** **\$110,593.73**

<u>Local unit</u>	<u>Project</u>	<u>Requested Funding</u>
<b>INTERURBAN TRANSIT PARTNERSHIP GO! BUS DIAL-A-RIDE SERVICE (</b>		

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Ada Twp	ITP Go! Bus	\$5,611.11
Alpine Twp	ITP Go! Bus	\$15,641.11
Byron Twp	ITP Go! Bus	\$17,099.15
Gaines Twp	ITP Go! Bus	\$14,320.00
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		\$52,671.37
NORTH KENT TRANSIT SERVICE DIAL-A-RIDE SERVICE		
Algoma Twp	North Kent Transit Service	\$1,952.35
Cannon Twp	North Kent Transit Service	\$5,122.09
Cascade Charter Twp	North Kent Transit Service	\$7,158.48
Courtland Twp	North Kent Transit Service	\$3,721.41
Grattan Twp	North Kent Transit Service	\$4,801.68
City of Lowell	North Kent Transit Service	\$5,370.00
Lowell Twp	North Kent Transit Service	\$447.50
Plainfield Charter Twp	North Kent Transit Service	\$14,320.00
City of Rockford	North Kent Transit Service	\$7,160.00
Solon Twp	North Kent Transit Service	\$639.93
Village of Sparta	North Kent Transit Service	\$3,132.50
Spencer Twp	North Kent Transit Service	\$895.00
Vergennes Twp	North Kent Transit Service	\$3,201.42
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		\$57,922.36

**CDBG - HOUSING REHABILITATION PROGRAM** **\$462,843.35**

<u>Location: County Wide</u>		<u>Requested Funding</u>
Kent County	Minor Home Repair - HRS	\$64,309.15
Kent County	Access Modification - HRS	\$30,000.00
Kent County	Weatherization - ACSET	\$33,338.22
Kent County	Accessible Housing Services DA	\$16,669.11
Kent County	KC Moderate Homeowner Rehab	\$157,821.87
Kent County	Rehab Administration	\$100,705.00
Kent County	Rehab Contingency	\$60,000.00

**CDBG - FIRE STATIONS AND EQUIPMENT** **\$11,331.73**

<u>Local unit</u>	<u>Project</u>	<u>Requested Funding</u>
Sparta Township	Fire Equipment	\$1,533.73
Tyrone Township	Fire Equipment	\$9,798.00

**CDBG - HOUSING COUNSELING** **\$35,978.00**

<u>Local unit</u>	<u>Project</u>	<u>Requested Funding</u>
Kent County	Foreclosure Intervention Program HRS	\$35,978.00
<b>CDBG - GENERAL PROGRAM ADMINISTRATION</b>		<b>\$295,589.60</b>
<u>Local unit</u>	<u>Project</u>	<u>Requested Funding</u>
Kent County	Fair Housing Center	\$40,000.00
Kent County	TSA - Grand Rapids Coalition to End Homelessness	\$10,000.00
Kent County	General Program Administration	\$245,589.60
<b>HOME - HOUSING PROGRAMS</b>		<b>\$802,895.00</b>
<u>Project</u>	<u>Requested Funding</u>	
New/Infill Construction and Rehabilitation for Sale	\$341,230.38	
Development of Affordable Rental Units	\$341,230.37	
Community Housing Development Organizations (CHDO) Support	\$40,144.75	
<b>HOME - GENERAL PROGRAM ADMINISTRATION</b>		<b>\$80,289.50</b>
<b>CONTINGENCY</b>		<b>\$201,788.62</b>
<b>TOTAL OF ALL CDBG AND HOME ACTIVITIES</b>		<b>\$2,280,843.00</b>

## General Questions

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

Program Year Action Plan General Questions response:

All cities, townships, and villages in Kent County are currently Participating Communities in the County of Kent's CDBG program, except for the cities of Grand Rapids and Wyoming, which operate their own entitlement CDBG programs. (The western half of the Village of Casnovia, which is located in Muskegon County, is also part of the County of Kent CDBG Program's jurisdiction.)

Many CDBG-funded projects and programs will directly benefit only low- and moderate-income homeowners and residents, including seniors and the disabled. The remaining projects are geographically targeted to primarily residential areas that have a high concentration of low- and moderate-income residents. These CDBG Target Areas are determined by HUD income standards, and have 39.8% or more of their residents classified by HUD as low- or moderate-income persons. A map of the Kent County Target Areas is included as an attachment.

### **Managing the Process**

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

Program Year Action Plan Managing the Process response:

Kent County's affordable and supportive housing strategy is carried out by county departments and agencies, coordinated with the assistance of various federal, state, and local agencies.

The Kent County Community Development Department is responsible for management of housing and community development related grants, as well as some planning tasks. Specifically, the Kent County Community Development Department will administer the following programs:

HUD - Community Development Block Grant (CDBG) Program

HUD - HOME Investment Partnerships (HOME) Program

HUD - Shelter Plus Care (S+C) Program

HUD - Housing Counseling funds (if available)

HUD - Emergency Shelter Grant (ESG) Program (if available)

The Kent County Housing Commission, which is jointly staffed and located with the Kent County Community Development Department, is responsible for managing and implementing the following housing programs and activities within Kent County:

HUD - Housing Choice (Section 8) Voucher Program (Family Unification Program Vouchers, Enhanced Vouchers, Regular and VASH (Veterans Vouchers))

HUD - Family Self-Sufficiency (FSS) Program

HUD - Section 8 Homeownership Program

USDA - RHS Farm Labor Housing (if available)

HUD - Public Housing Development funds (if available)

The Rockford Housing Commission is responsible for the following programs within its jurisdiction:

HUD - Capital Fund Program

HUD - Housing Choice (Section 8) Voucher Program

HUD - Family Self-Sufficiency (FSS) Program (if available)

HUD - Public Housing Development funds (if available)

The remaining programs identified herein are managed either by the Grand Rapids or Detroit HUD offices, or by the Grand Rapids office of the U.S. Department of Agriculture, Rural Development.

State of Michigan programs are administered by the Michigan State Housing Development Authority (MSHDA). Non-housing Community Development activities identified herein are managed and implemented by the Kent County Community Development Department.

## **Citizen Participation**

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

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

Program Year Action Plan Citizen Participation response:

The Kent County Community Development Department utilized a three-part approach to obtaining viable citizen input into the plan preparation process:

Kent County conducted a public hearing on December 10, 2010 to obtain opinions and recommendations on the housing and community development needs of the entire area. Via a notice in The Grand Rapids Press, the general public, social service agencies, housing providers, and nonprofit organizations were invited to attend the hearing.

The Housing and Community Development Director for Kent County opened the public hearing at 2:00 p.m. on December 10, 2010 in the offices of the Kent County Community Development Department at 82 Ionia Avenue NW, Suite 390, Grand Rapids, MI 49503. There being no persons present to provide input, the public hearing was closed at 5:00 p.m.

Kent County has historically allocated a majority (58%) of its non-housing Community Development Block Grant funds to the participating communities within the county. This allocation is based on the percentage of low- and moderate-income persons residing within these jurisdictions. The needs portion of the non-housing Community Development Block Grant activities is determined through the decision-making process at the local governmental level. Kent County firmly believes that local community needs can best be determined by local decision makers.

The allocation process utilized by the Kent County Community Development Department is extremely detailed and each jurisdiction is provided with a comprehensive set of instructions and guidelines.

Public hearings on the proposed use of CDBG funds were conducted in January and February of 2011, by township boards and city and village councils of the CDBG Program Participating Communities.

In order to assist in the planning and data gathering effort, the Kent County Community Development Department maintains official or unofficial contact with the following organizations and agencies to assist in obtaining housing needs data, defining specific programs or funding sources, identifying emergency housing needs, identifying supportive housing services, and planning for meaningful long-term housing market impact.

Kent County Emergency Needs Task Force &  
Emergency Shelter Assistance Subcommittee  
Kent County Community Mental Health  
Kent County Health Department  
Fair Housing Center of Greater Grand Rapids  
Kent County Department of Human Services  
Home and Building Association of Greater Grand Rapids  
Grand Rapids Housing Commission  
Kentwood Housing Commission  
Rockford Housing Commission  
Wyoming Housing Commission  
Michigan State Housing Development Authority (MSHDA)  
U.S. Department of Agriculture, Rural Development (USDA-RD)  
U.S. Department of Housing and Urban Development (HUD)  
Various local financial institutions  
Various emergency housing providers

Public Review Period

The public hearing draft of the 2011-2012 Annual Action Plan element of the 2011-2014 Consolidated Plan document was made available for the 30-day public comment period on February 11, 2011. The "Notice of Public Hearing and Notice of Public Availability" was published in The Grand Rapids Press on February 12, 2008.

The public hearing draft 2011-2012 Annual Action Plan element of the 2011-2014 Consolidated Plan document was made available to the public at the Kent County Community Development Department, 82 Ionia Avenue NW, Suite 390, Grand Rapids, MI 49503, the Kentwood Branch Library, 4700 Kalamazoo Avenue, S.E., Kentwood, MI 49508, and the Krause Memorial Branch Library, 140 E. Bridge Street, Rockford, MI 49341.

A public hearing on the 2011-2012 Annual Action Plan element of the 2011-2014 Consolidated Plan document was held on March 15, 2011 at 2:00 p.m. in the offices of the Kent County Community Development Department at 82 Ionia Avenue NW, Suite 390, Grand Rapids, MI 49503. There being no persons present to provide input, the public hearing was closed at 5:00 p.m.

No written comments were received in response to the "Notice of Public Hearing and Notice of Public Availability" published in The Grand Rapids Press on February 12, 2011.

#### CITIZEN PARTICIPATION PLAN

In accordance with the regulations of the U.S. Department of Housing and Urban Development (HUD) pertaining to the Community Development Block Grant (CDBG) , and HOME programs and the preparation of planning documents, funding applications (and amendments thereto) and performance reports related thereto, the following procedures for obtaining citizen participation shall be adhered to by the County of Kent.

Citizens living within the Kent County CDBG Program Participating Communities are encouraged to submit their views, opinions, and proposals regarding CDBG and HOME needs, proposed uses of funds, and performance either in writing or during the course of public meetings or public hearings held by participating local units of government or at public hearings held by the County of Kent. Low and moderate income persons, particularly those living in slum and blighted areas, or who are residents of public or assisted housing developments, or who are living in areas where CDBG and HOME funds are proposed to be used or who are residents of predominantly low and moderate income neighborhoods, are encouraged to communicate their views, opinions, and proposals.

The County of Kent will provide citizens, public agencies, and other interested parties with reasonable and timely access to information and records relating to its CDBG and HOME planning and application documents (and any amendments thereto), along with all appropriate records (defined as those records not specified as being exempt from release under Michigan's Freedom of Information Act) pertaining to activities implemented by CDBG and HOME funding within the five-year period preceding the date of any such request for access to such records. Local and county officials will be made aware of the CDBG and HOME programs and will be available and accessible to answer questions concerning the CDBG and HOME, programs, particularly from low and moderate income persons.

Before each CDBG and HOME program year, the County of Kent shall notify all 33 of its Urban County CDBG Program Participating Communities of the annual CDBG Program's requirement to conduct a public hearing to afford interested residents and other parties opportunity to provide their views, opinions, and proposals. These city/village/township public hearings shall be given reasonable local public notice, and shall be conducted prior to the programming of the Participating Community's allocated CDBG funds. All local decisions regarding the programming of allocated CDBG funds shall be officially adopted by the legislative body of the Participating Community, and documentation of such action shall be required in the form of meeting minutes or a resolution submitted to the Community Development Department.

During each CDBG and HOME program year, the County of Kent, through its Community Development Department, shall conduct three (3) public hearings to afford interested parties opportunity to provide their views, opinions, and proposals.

One of these public hearings shall focus on providing an opportunity for interested parties to provide their views and opinions on housing and community development needs, and this public hearing shall be held before the annual planning and/or application document is prepared and made available for public comment. Notice of this public hearing shall be published in The Grand Rapids Press at least fourteen (14) days prior to public hearing.

In addition, written notification shall be mailed to public agencies and other interested parties that have either participated in previous public hearings or expressed an interest in being advised of the public hearing date. Such written notification shall be mailed to the Hispanic Center of Western Michigan, various minority-based community groups, Disability Advocates of Kent County, and to senior/community centers located in the Participating Communities of the Urban County CDBG Program. The County of Kent reserves the right to conduct this public hearing on a joint basis with other local CDBG and HOME entitlement grantees, for the purpose of obtaining a county-wide expression of housing and community development needs.

The second of the three (3) annual public hearings shall focus on providing a reasonable opportunity for citizens, public agencies and other interested parties to examine and submit comments pertaining to the proposed planning document and funding application. This public hearing shall be held only after a summary of the proposed planning document and funding application, along with a notice of the date, time and location of the public hearing, is published in The Grand Rapids Press. This notice shall be published at least thirty (30) days prior to the public hearing date. Copies of the proposed planning document and funding application shall be available for public inspection and review during the thirty (30) day period prior to the public hearing. A summary of the views and comments received during the review period and at the public hearing, and a summary of any views and comments not accepted and the reasons therefore, shall be prepared by the County of Kent and attached to the final planning document and funding application submitted to HUD.

The third of the three (3) annual public hearings shall focus on providing a reasonable opportunity for citizens, public agencies and other interested parties to review and comment upon CDBG and HOME program performance. Notice of this public hearing, including notice of the availability of the proposed performance report and the date, time and location of this public hearing shall be published in The Grand Rapids Press.

This notice shall be published at least fifteen (15) days prior to the public hearing date. Copies of the proposed performance report shall be available for public inspection and review during the fifteen (15) day period prior to the public hearing. A summary of the views and comments received during the review period and at the public hearing shall be prepared by the County of Kent and attached to the final performance report submitted to HUD

In addition to the above three (3) public hearings, the County of Kent will hold a public hearing prior to the submission of any substantial amendments to its HUD-approved planning document/funding application. The requirements for any such public hearing shall parallel the requirements specified above for the second of the three (3) annual public hearings, as set forth above. A substantial amendment to a HUD-approved planning document/funding application is required when an activity is proposed to be undertaken during the course of a program year and that activity is not included in the HUD-approved planning document/funding application AND the cost of that proposed new activity exceeds ten percent (10%) of the annual CDBG or HOME entitlement grant for the subject program year.

All public hearings shall be held at locations convenient to potential and actual CDBG and HOME program beneficiaries, in buildings and rooms accessible to persons with disabilities. Consistent with county policy and practice, all public hearings shall be held on a weekday afternoon. Provisions of Michigan's Open Meetings Act shall apply. In the event a proposed project or activity will apparently impact a significant number of non-English speaking persons, bi-lingual opportunities will be provided at the public hearings through the use of local resource persons. Decision-making may be delayed when a significant portion of the public hearing participants do not speak English.

Technical assistance will be provided to groups representative of persons of low and moderate income that request such assistance in developing proposals for funding assistance under any program included in the planning document/funding application.

Complaints received from citizens related to the planning document/funding application, amendments thereto, performance reports, and CDBG and HOME funded program activities will be addressed in a timely manner. In the case of written complaints, the County of Kent will provide a written response within fifteen (15) working days, where practicable.

It is the intent of this Citizen Participation Plan to encourage citizens, public agencies and other interested parties to become better informed of and to participate in the process of planning and implementing activities funded by Federal agencies that impact their homes, neighborhoods and communities. Views, comments, opinions and complaints are to be welcomed as forms of improved communication. It must be clear, however, that the County of Kent, by contractual obligation, cannot allow citizen participation activities to restrict its responsibility or authority for the development and execution of its Federally-assisted programs.

Any citizen, public agency or other interested party that desires further information on this Citizen Participation Plan, or who wishes to express a view, comment, opinion or complaint on a Federally-assisted activity under a planning document, funding application or agreement or grant agreement subject to this Citizen Participation Plan, is invited to contact Linda S. Likely, Director of Housing and Community Development for the County of Kent, at 82 Ionia Avenue NW, Suite 390, Grand Rapids, MI 49503, (616) 632-7404.

## **Institutional Structure**

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

Program Year Action Plan Institutional Structure response:

The Grand Rapids metropolitan area fortunately continues to have a highly committed non-profit community devoted to the housing and social service needs of low income persons and families. The private sector has also proven to be quite responsive to the housing and social needs of the area's residents, particularly the churches, local foundations, and professional associations. The greatest response from these groups has been in the area of homelessness. While most groups work primarily in the city of Grand Rapids, several have focused on out-county housing issues and concerns. The homeless advocacy groups serve residents throughout Kent County.

Kent County will continue to work to improve the institutional structure during the 2011-2012 program year in a number of important areas, including internal capacity building in the area of HOME Program administration, outreach to CHDOs, certification of CHDOs for Kent County HOME Program participation and utilization of the Kent County Land Bank as appropriate.

## **Monitoring**

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

Program Year Action Plan Monitoring response:

In order to monitor housing and community development projects and ensure compliance with program requirements, each subrecipient and developer contract establishes the parameters and timelines expected in the CDBG and HOME program. Developers have a clear timeline for submission of invoices and delivery of housing units. Local Units of Government and nonprofits have clearly delineated expectations and are required to enter into contracts for specific projects with timelines for completion. Most contracts have a one year timeframe or less and include language relative to the debarred list and conflict of interest.

Kent County has established a monitoring system for its Community Development Block Grant and HOME programs, which it uses to monitor all subrecipients of CDBG and HOME assistance provided throughout Kent County.

Subrecipients of CDBG funding are required to submit regular reports on both financial and program activities status. The Grant Administrator maintains communication with subrecipients on a regular basis to facilitate project timeliness. Additionally, an annual on-site monitoring of the subrecipient's program is conducted. Finally, Kent County requires an independent (CPA) financial audit of any agency under contract.

When housing rehabilitation is involved, the following standards are applied:

1. Housing Inspection Manual (24 CFR 882.109), for Housing Quality Standards or for local building code, whichever is higher.
2. Lead-Based Paint Hazard Elimination (24 CFR Part 35).

In addition, the following additional standards are utilized:

1. CABO Model Energy Code (1994); or
2. Michigan Energy Code
3. Housing Regulations for Kent County

In addition to these general monitoring guidelines, any other items that are deemed necessary for proper monitoring of subrecipients are utilized on an as-needed basis.

As the lead agency in the HOME program, Kent County Community Development Department assumes lead responsibility for ensuring compliance of all HOME program activities. To that end, the following are monitoring activities and responsibilities of the Community Development Department as the lead agency.

For any HOME activity, compliance review can occur at up to four stages in the process:

1. At time of project selection and approval: The applicable subrecipient/subgrantee is responsible for assembling all required information and submitting it to the Community Development Department, subsequent to commitment of funds;
2. During implementation, construction and disbursement: In addition to routine Kent County HOME program monitoring of HOME-funded projects, the applicable subrecipient/subgrantee is responsible for monitoring implementation of the project, including construction monitoring, and for certifying and documenting compliance;
3. Upon project completion: Recapture of HOME funds under the Kent County HOME Program guidelines may be required (refer to the HOME Program narrative section in the Kent County Annual Action Plan); and
4. If rental units are assisted, ongoing compliance monitoring will occur annually in compliance with the requirements at 24 CFR 92.252 and 92.504(d) for on-site inspections.

All HOME compliance issues will be reviewed at one or more of these stages.

The Community Development Department monitors its own performance in meeting goals and objectives set forth in the Consolidated Plan through the annual audit process.

## **Lead-based Paint**

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

Program Year Action Plan Lead-based Paint response:

Lead-based paint hazards present a major public health concerns that have a direct impact on housing development and rehabilitation programs. This section provides an overview of issues surrounding lead hazards and childhood poisoning, and examine relevant data for Kent County. Strategies to be undertaken to evaluate and reduce the number of housing units with lead-based paint are presented, along with an explanation of how lead-based paint hazard reduction is integrated into housing policies and programs.

### Needs Assessment

Affects of Lead Poisoning. Evidence regarding the harmful affects of lead poisoning has brought prevention efforts to the forefront of housing policy and program design. Lead is highly toxic and can affect virtually every system of the body. At high exposure levels, it can be fatal. While adults can suffer from excessive lead exposures, the groups most at risk are fetuses, infants, and children under age 6, because they absorb lead more readily than adults. Lead poisoning has been found to cause permanent damage to the brain and many other organs, and can result in reduced intelligence and attention span, reading and learning disabilities, and hyperactivity. Lead poisoning has also been linked to juvenile delinquency, behavioral problems, and other adverse health effects.

Since most poisoned children have no obvious symptoms, the vast majority of childhood lead-poisoning cases go undiagnosed and untreated. At the most common levels of exposure, the symptoms of childhood lead poisoning can be difficult or impossible to recognize, making blood lead testing the only way to confirm exposure. The results of a blood lead test are reported in micrograms ( $\mu$ ) of lead per deciliter (dl) of blood.

The Centers for Disease Control and Prevention (CDC) considers a child with a level at or above 10  $\mu$ /dl to be lead poisoned. For individual children with elevated blood lead levels, CDC recommends that health professionals inform and educate a child's family about finding and reducing exposure to lead. Other actions, such as medical treatment, are necessary for children with higher blood lead elevations.

Sources of Lead Poisoning. HUD estimates that approximately eighty percent of all homes built before 1980 have some lead-based paint. Many of these homes have only small amounts of such paint; however, generally, the older the home, the greater the extent of lead-based paint. The use of lead-based paint was highest in housing built before 1960 and was completely banned for residential use in 1978 by the Consumer Product Safety Commission. By itself, the presence of lead-based paint does not constitute an exposure hazard. Lead in paint that is intact on non-impact, non-friction surfaces, is not regarded as an immediate hazard, although it does constitute a potential problem that may, at some future time, cause harm.

The most common sources of childhood exposure to lead are deteriorated lead-based paint and lead-contaminated dust and soil. Contrary to the prevailing myth of poorly supervised children eating paint chips, young children most frequently become poisoned by inadvertently ingesting lead contained in household dust during the course of normal hand-to-mouth activity. In many older properties, windows have been allowed to deteriorate, resulting in peeling, chipping and flaking paint, frequently releasing high levels of lead. Even well maintained paint surfaces on windows, doors and stairs can emit lead dust through repeated friction and impact. This dust often accumulates in window wells and sills, as well as on floors – the very surfaces most in contact with children as they crawl and begin to walk. In addition, children are exposed to lead-based paint and dust hazards during the renovation, remodeling, or repair of older homes when lead-based paint is disturbed.

The practices of burning, dry scraping, and sanding (especially power sanding) older paint can increase lead dust levels in the home 100-fold and result in the inadvertent poisoning of children, pets and workers. It should also be noted that both national studies and local experience has shown that rental units have a higher prevalence of lead-based paint hazards when compared to owner-occupied units.

**Number of Housing Units with Lead-Based Paint Hazards.**

A national survey conducted for HUD established estimates for the percentage of houses containing lead-based paint, based on the year of construction. Utilizing these percentages and 2006-2008 ACS estimates, it was determined that 35,154, or approximately 22%, of the Kent County housing units are at potential risk for lead-based paint hazards.

	<b>Estimated % of Housing Units with Lead Hazards*</b>	<b>Total Housing Units (2009 ACS Estimates)</b>	<b>Estimated Number with potential lead hazard risk</b>
Before 1939	90%	14,259	12,833
1940 to 1959	57%	24,986	14,242
1960 to 1979	11%	44,645	4,911
After 1980	4%	79,204	3,168
<b>Total</b>		<b>163,094</b>	<b>35,154</b>

According to the State Department of Community Health, the number of children in Kent County (including the City of Grand Rapids) with elevated blood lead levels have decreased in the last three years. In 2009, 8,487 children were tested and only .9% had elevated blood

lead levels.

**Kent County  
Children Under Six Years of Age**

<b>Year</b>	<b>Children Tested</b>	<b>% with Elevated Blood Lead Level</b>
<b>2007</b>	9,710	1.7%
<b>2008</b>	8,690	1.4%
<b>2009</b>	8,487	0.9%

Source: Michigan Department of Community Health

Consultation with Health Department. The Kent County Health Department (KCHD) performs childhood lead screenings for children participating in the WIC (Women, Infants and Children) program. Results for 2003 indicate that 5.2% of the children that were screened had an elevated blood lead (EBL) level. A venous blood draw confirmed 2.9% of these cases. The difference between the percent of cases screened and confirmed is attributed primarily to a lack of follow through in obtaining venous draws. Overall, the number of children confirmed as having elevated blood lead levels is decreasing.

Get the Lead Out! Collaborative. Kent County will continue to participate with the Get the Lead Out! (GTLO!) collaborative. GTLO! is a multi-agency collaborative that seeks to end childhood lead poisoning in Kent County, coordinating new and existing resources toward the prevention of childhood lead poisoning. This collaborative also seeks to change and/or build systems with local institutional partners for more effective prevention. GTLO's Strategic Plan is outlined below.

Get the Lead Out! Strategic Plan

Goal: Children's homes are lead safe

Strategies:

- Identify houses where children are present and test for lead hazards.
- Increase community technical capacity to act.
- Mobilize resources to address identified hazards.

Goal: The community understands the causes of childhood lead poisoning and how to protect our children.

Strategies:

- Develop and implement a countywide community awareness strategy.
- Develop and implement a geographically concentrated education campaign for caregivers.

Goal: Community leaders make decisions that protect children from lead poisoning.

Strategies:

- Advocate at the local, state and federal level for legislation and policy that will protect children from lead poisoning.
- Secure resources to protect children from lead poisoning.

Goal: All children 0-5 years of age are assessed for lead risk and receive appropriate testing and treatment.

Strategies:

- Utilize the Michigan Department of Community Health (MDCH) screening plan in all sectors.
- Determine and establish centralized leadership for increased case management and prevention capacity.

Goal: Institutionalize and expand the Baxter pilot project to other communities and/or neighborhoods.

Strategies:

- Demonstrate the value and effectiveness of the strategies piloted in the Baxter neighborhood.
- Conduct assessment to identify future target neighborhood(s) and subsequent funding.

GTLO! partners include but are not limited to the following organizations:

- City of Grand Rapids
- Rental Property Owners' Association
- Kent County Health Department & Community Development Department
- Kent Department of Human Services
- LINC, Inc. Formerly Light House Communities
- Local Initiatives Support Corporation
- Home Repair Services of Kent County
- Baxter Neighborhood Association
- Child & Family Resource Council
- Calvin College
- Heart of West Michigan United Way
- West Michigan Environmental Action Council
- Spectrum Health
- Aquinas College – Community Leadership Institute
- Grand Valley State University – Kirkhof School of Nursing

For additional information, see the GTLO! Strategic Plan and the GTLO! Website at [www.cliaquinas.org/gtlo\\_home\\_new.htm](http://www.cliaquinas.org/gtlo_home_new.htm).

GTLO's three-year pilot program was completed in 2006. Initially, the pilot program focused on addressing lead hazards in the Baxter Neighborhood where the incidence of childhood lead poisoning is the highest. While Baxter remains a priority, GTLO! broadened its focus to include other high-risk neighborhoods, including parts of the Madison, SEENA, and Roosevelt Park neighborhoods.

The City of Grand Rapids, the Kent County Health Department, and more than two dozen nonprofit partners are working in partnership to develop strategies for protecting children from lead poisoning. These strategies include:

- Increasing the number of children tested in at-risk neighborhoods.
- Primary prevention education for all parents in at-risk neighborhoods.
- Identify houses where children are present and test for lead hazards.
- Making repairs to all identified homes where lead hazards are present, using state and federal resources to assist low-income families.
- Seeking sustainable revenue sources to provide lead hazard control assistance to low-income homeowners and tenants.

Current GTLO! standing committees include a Development Committee (funding, planning, and membership), an Outreach Committee (marketing, education, and community awareness), an Advocacy Committee (seeking policy and legislative solutions), a Research and Evaluation Committee, and a Hazard Reduction Committee.

The Kent County Community Development Department, as a part of the five-year Consolidated Plan strategy period, has embarked on a lead-based paint hazard reduction effort:

1. Support the Kent County Health Department's ongoing county-wide lead poisoning prevention and treatment program.
2. Participate in the Get the Lead Out! Collaborative (GTLO!)
3. The Kent County CDBG- and HOME-funded rehabilitation loan program has adopted standards that fully comply with the HUD lead hazard regulations found at 24 CFR, Part 35.
4. Review existing regulations (housing codes, building codes, rehabilitation standards, etc.) to assure lead-based paint reduction is included. It should be noted the "Housing Regulations for Kent County," adopted on February 9, 1995 by the Kent County Board of Commissioners contains the following definition of a "lead poisoning hazard":

"Lead Poisoning hazard" means lead present in any form within, upon, or about a dwelling which, because of its location, condition, or concentration, may be injurious to the health and safety of occupants of the dwelling.

The "Housing Regulations for Kent County" then go on to state the following:

"It shall be the responsibility of the owner of any dwelling or dwelling unit to correct or eliminate existing or potential lead poisoning hazards as directed by the Health Officer."

## HOUSING

### Specific Housing Objectives

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

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

Program Year Action Plan Specific Objectives response:

Priority 1: Very Low-Income Elderly, Small Related, Large Related, and All Other Renter Households (0-30% Median Family Income).

**Analysis:** As described in the section on Housing Needs, there is a strong need for assistance within the Extremely Low-Income Renter population. That need stems from a 87.5% incidence rate of housing problems within this income category, of which nearly half are renters.

**Strategy Development Activities:** In order to alleviate this need, Kent County will continue its Section 8 rental voucher program including applying for additional vouchers that may become available in Kent County and its Shelter Plus Care program, both of which are aimed at this extremely-low income renter population.

**Programs:** Kent County operates two programs aimed at this priority need group. The first is the Section 8 Housing Choice Voucher program. This program has a goal of addressing the housing needs of 35 Elderly households, 179 Small Related households, 67 Large Related households, and 37 All Other households. The second program is the Shelter Plus Care program. The goal of this program is to address the needs of 57 Small Related households, 5 Large Related households, and 110 All Other households.

**Priority 2:** Very Low-Income Small Related and Large Related Owner Households (0-30% Median Family Income).

**Analysis:** As can be seen from the Housing Needs Table, there is a very high rate of severe cost burden among this population group, with Small Related owners showing a rate of 64.4% and Large Related Owners showing a rate of 76.8%. This displays a acute need for assistance which Kent County recognizes.

**Strategy Development Activities:** In order to alleviate this need, Kent County will be supporting several programs. Kent County will continue its CDBG Rehabilitation Loan and Home Repair Services programs. Additionally, HOME programs will be initiated during the first year of the plan in order to more fully meet the needs of this population group.

**Programs:** Kent County operates several existing programs and is undertaking new program areas to serve this priority need group. The Kent County CDBG Rehabilitation Loan program serves the needs of 2 Small Related and 2 Large Related households in this priority need group. Additionally, the Home Repair Services program reaches 41 Small Related and 16 Large Related households. Several new programs will be increasing the assistance to this population. First is the HOME Infill and rental rehab Program which will reach 2 Small Related and 2 Large Related households.

**Priority 3:** Extremely Low-Income Elderly and All Other Owner Households (0-30% Median Family Income).

**Analysis:** Once again, it can be seen from the Housing Needs Table that this population group suffers from acute housing cost burden. Rates severe cost burden are 40.8% and 71.9% for Elderly and All Other owner households, respectively, in this income group.

**Strategy Development Activities:** In order to meet the needs of this priority group, Kent County will be supporting several programs. Kent County will continue its CDBG Rehabilitation Loan and Home Repair Services programs.

Programs: Kent County operates several existing programs areas to serve this priority need group. The Kent County CDBG Rehabilitation Loan program serves the needs of 2 Elderly households in this priority need group. Additionally, the Home Repair Services program reaches 42 Elderly and 17 All Other households.

Priority 4 : Low-Income Elderly, Small Related, and Large Related Owner Households (30-50% Median Family Income).

Analysis: These households are not in as desperate of circumstances as the very low-income group, but their needs are still great. There are 2,216 households within this priority need group who struggle with a housing cost burden. Thus Kent County has undertaken several programs to assist this group.

Strategy Development Activities: In order to alleviate this need, Kent County will be supporting several programs. Kent County will continue its CDBG Rehabilitation Loan and Home Repair Services programs.

Programs: Kent County operates several existing programs areas to serve this priority need group. The Kent County CDBG Rehabilitation Loan program serves the needs of 2 Elderly, 2 Small Related, and 1 Large Related households in this priority need group. Additionally, the Home Repair Services program reaches 46 Elderly, 42 Small Related, and 16 Large Related households.

Priority 5: Low-Income All Other Owner Households (30-50% Median Family Income).

Analysis: Within this category, as can be seen from the Housing Needs Table, we find that nearly **73.7%** of the All Other Households in the Kent County CDBG Program Participating Communities suffers from a housing cost burden of some kind. This has led the county to undertake programs of assistance for this group.

Strategy Development Activities: Kent County will continue to fund its Home Repair Services program, which seeks to meet the needs of this priority group.

Programs: Kent County funds the Home Repair Services program which will provide services to 18 All Other households.

Priority 6: Moderate-Income Large Related Owner Households (50-80% MFI).

Analysis: There are still needs to be addressed by households who are at the moderate income level. Among large related households there is still a greater than 65% rate of housing cost burden, which Kent County attempts to alleviate through its programs.

Strategy Development Activities: Kent County will continue to fund its CDBG Rehabilitation Loan program. Additionally, a new HOME program will be initiated to help meet the needs of this priority group.

Programs: The Kent County CDBG Rehabilitation Loan program will serve the needs of 2 Large Related households.

Priority 7: Homeless

The Kent County housing priority for the homeless will be discussed in a later section of this report dedicated to the subject.

#### Priority 8: Non-Homeless Special Needs

Strategy Development Activities: Kent County will continue to fund its Section 8 and Shelter Plus Care programs to meet the needs of the members of the community with disabilities. Additionally, the Kent County Community Development Department funding will be continued through other non profit agencies that provide information and services for the disabled community, including accessibility modifications on homes.

Programs: The Section 8 Housing Choice Voucher program assists 83 households with disabled members who are in the very low income category every year. Additionally, the Shelter Plus Care program provides services for 112 persons with serious mental illness, 8 persons with chronic substance abuse problems, 11 persons with both serious mental illness and chronic substance abuse problems, and 20 persons with HIV/AIDS (these numbers are included with the Shelter Plus Care numbers for the specific household type and income level above). Disability Advocates of Kent County (DAKC) provides several services for the members of the community with disabilities. The DAKC provides at least 2 community outreach programs. Additional services include assisting persons with disabilities with finding appropriate housing and providing assistance, referral services, and information to individuals and groups. In conjunction with Home Repair Services, DAKC provides 16 property inspections annually, which leads to 10 accessibility modifications provided by Home Repair Services.

### Needs of Public Housing

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

#### Program Year Action Plan Public Housing Strategy response:

The only public housing in Kent County outside the cities of Grand Rapids and Wyoming is Rogue Valley Towers, operated by the Rockford Housing Commission. This 52-unit senior/disabled mid-rise tower has been well-maintained, but routine renovations are needed and planned through the HUD Capital Fund Program (CFP). No management changes are anticipated to occur during the 2011-2012 program year.

The 52-unit Rogue Valley Towers operated by the Rockford Housing Commission and occupied by senior/disabled residents, has a Resident Council that reviews all management operations and proposals. It has not been a goal of the Rockford Housing Commission to promote resident participation in homeownership programs.

## **Barriers to Affordable Housing**

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

Program Year Action Plan Barriers to Affordable Housing response:

In 2011, the County of Kent published an [Analysis of Impediments \(AI\)](#). Through the Consulting Firm of McKenna Associates, Inc., The County of Kent Department of Housing and Community Development conducted extensive research in preparation for the A.I. The compilation and analysis of the results of this research were the foundation for the A.I. document.

Additionally, the Five-Year Consolidated Strategy and Plan identified a number of general areas of activities wherein Kent County could assess the negative effects of public policies, rules, and regulations on the availability of affordable housing.

Analysis of Impediments to Fair Housing in Kent County: This report identified impediments to fair housing within Kent County. Kent County will continue to review the information and initiate actions recommended as being necessary to remove fair housing barriers.

Kent County will also continue to support fair housing efforts, particularly through its relationship with The Fair Housing Center of West Michigan (FHCWM). Kent County will continue to contract with the FHCWM to perform educational and testing programs throughout the Kent County CDBG Program Participating Communities.

Kent County also participates in the Affordable Housing Committee of the Home and Building Association of Greater Grand Rapids: This committee meets quarterly, and is interested in addressing regulatory policies that pose barriers to affordable housing. During the 2011-2012 program year, Kent County will continue to participate as a member of this committee, with a view toward providing a communications channel to be used to suggest the implementation of recommendations made by this committee, where appropriate.

Citizens League of Greater Grand Rapids Affordable Housing Task Force - "A Dream Deferred" (February, 1992): The Citizens League report identified a number of recommended actions for local governments. The only recommendation addressed directly toward Kent County was to create and establish a Kent County Housing Commission. As previously indicated herein, the Kent County Board of Commissioners has created the Kent County Housing Commission, pursuant to Act 18 of the Michigan Public Acts of 1933, as amended. To date the Kent County Housing Commission has been awarded 390 Housing Choice (Section 8) Vouchers which include Family Unification Vouchers, VASH Vouchers (Veteran) and also has been awarded HUD Family Self-sufficiency Program grants for several years and in 2006 was granted the designation of Homeownership Program. These coordinated programs are focused on removing barriers to affordable housing.

## **HOME/ American Dream Down payment Initiative (ADDI)**

1. Describe other forms of investment not described in § 92.205(b).
2. If the participating jurisdiction (PJ) will use HOME or ADDI funds for homebuyers, it must state the guidelines for resale or recapture, as required in § 92.254 of the HOME rule.
3. If the PJ will use HOME funds to refinance existing debt secured by multifamily housing that is that is being rehabilitated with HOME funds, it must state its refinancing guidelines required under § 92.206(b). The guidelines shall describe the conditions under which the PJ will refinance existing debt. NOT APPLICABLE
4. If the PJ is going to receive American Dream Down payment Initiative (ADDI) funds, please complete the following narratives:
  - a. Describe the planned use of the ADDI funds.
  - b. Describe the PJ's plan for conducting targeted outreach to residents and tenants of public housing and manufactured housing and to other families assisted by public housing agencies, for the purposes of ensuring that the ADDI funds are used to provide down payment assistance for such residents, tenants, and families.
  - c. Describe the actions to be taken to ensure the suitability of families receiving ADDI funds to undertake and maintain homeownership, such as provision of housing counseling to homebuyers.

Program Year Action Plan HOME response:

The HOME Investment Partnerships Program or HOME Program was created by the National Affordable Housing Act of 1990. The purpose of the HOME Program is to increase the supply of safe, decent, sanitary, and affordable housing for low and very-low-income households. The program was designed to reinforce several important values and principles of community development:

- Provide decent affordable housing to lower-income households,
- Expand the capacity of nonprofit housing providers,
- Strengthen the ability of state and local governments to provide housing, and
- Leverage private-sector participation.

HOME funds are allocated to states and local jurisdictions as one of four community development formula grant programs administered by the U.S. Department of Housing and Urban Development (HUD). Kent County's 2012 allocation is \$802,895. In 2011-2012, the County of Kent will accept its HUD HOME Investment Partnerships (HOME) Program 2011-2012 entitlement funds in the amount of \$802,895.

Toward this end, the County of Kent has budgeted HOME funds for various affordable housing projects; and, has identified sources of HOME project matching contributions (cash and non-cash).

Up to 10% of HOME funds (\$80,289.50) will be allowed to be spent on general program administration. CHDO \$40,144.75 in CHDO support, left the balance to be matched by 25 percent for the program initiation.

HOME funds must be programmed within two years and expended within five years.

Proposed Uses

ALLOCATION/DESCRIPTION/UNITS/DETAIL

\$341,230.37/New/Infill Construction and Rehabilitation for Sale

\$341,230.38/Development of Affordable Rental Units

\$ 40,144.75/Community Development Organizations (CHDO) Support

\$ 80,289.50/Program Administration  
\$802,895/Total 2011 Funds Available.

Development of Affordable Rental Units/New Infill Construction and Rehabilitation for Sale. Kent County certified CHDO developers will construct and/or substantially rehabilitate units for sale or rent to low-income households (based on affordability). Energy efficiency will be emphasized, and construction and/or rehab of these projects will meet the 15% CHDO requirement.

Community Housing Development Organization (CHDO) Support - A maximum of \$40,144.75 is set aside for operating funds for new or existing CHDOs that would be certified by Kent County for official participation in Kent County's HOME Program. The certification process will determine CHDO eligibility for such assistance, following HOME Program regulations. Any HOME funds used for this purpose will not have the 25% local match requirement, and thus would reduce Kent County's required local match.

#### Program Match

The HOME program requires a 25% non-federal cash or non-cash match for the majority of the grant amount. In Kent County's case, the match will be in the form of Low-Income Housing Tax Credits, state funded Medicaid services, volunteer labor and donated funds, goods and/or services for HOME eligible projects located in our service area. For the 2011-2012 HOME funding cycle, no County of Kent general fund dollars or other grants need be used to meet the match.

#### Program Administration

The HOME program will be administered by the Community Development Department in conjunction with the Community Development Block Grant, Housing Choice Voucher and Shelter Plus Care programs. All activities will be completed under contract with Community Housing Development Organizations and other not-for-profit organizations.

#### General Requirements

The HOME Investment Partnerships Program (HOME) permits the use of funds to assist Kent County and housing developers to acquire property and rehabilitate/build homes for sale to income-eligible homebuyers, primarily households that meet the definition of a first-time homebuyer. HOME funds used to support the costs of acquisition and rehabilitation/construction in excess of the appraised value is known as the development subsidy.

Funds may also be used to assist homebuyers by reducing the sales price below the appraised value and/or by providing downpayment and closing cost assistance. A homebuyer project may include both a development subsidy and homebuyer assistance, or homebuyer assistance only.

Section A. Principal Residence/Period of Affordability. The HOME program requires that a property assisted under a homeownership program be used as the owner's principal residence for a designated time period known as the period of affordability. For rental units assisted with HOME funds, the program requires the assisted property to remain affordable for future tenants for a designated period of time.

The period of affordability is based on the amount of HOME assistance that enabled the homebuyer to purchase the house, regardless of source (i.e. Kent County, MSHDA) or for the amount of the development subsidy in the case of rental units. The applicable periods of affordability are as follows:

Amount of HOME Assistance	Minimum Period of Affordability
<\$15,000	5 Years
\$15,000 - \$40,000	10 Years
>\$40,000	15 Years

Section B. Recapture Provisions. The HOME program requires that the assisted property be subject to resale restrictions or recapture provisions, as cited in 92.254(a)(5), for the period of affordability. Kent County will use the recapture option which would secure the amount of HOME funds that remain in the project (i.e. homebuyer assistance) by a silent second mortgage and promissory note. The amount of recapture is forgiven on a monthly pro-rated basis over the length of the affordability period.

If the ownership of the housing is conveyed pursuant to a foreclosure sale as provided in Section 92.254(a)(5)(i)(A) of the HOME Rule, the owner shall have a recapture obligation, in accordance with §92.254(a)(5)(ii)(A), based upon the amount of net proceeds (if any) from the foreclosure sale. The amount of the repayment obligation, as provided in the recapture agreement, shall be prorated based upon the time the homebuyer has owned and occupied the housing measured against the affordability period. If there are no net proceeds from the foreclosure, repayment is not required, and HOME requirements are considered to be satisfied.

For rental housing, the affordability period is secured by a Retention Agreement for Restriction of Use and Occupancy that is recorded as a restrictive covenant on the property. The Retention Agreement specifies that the owner of the rental property must follow the HOME affordability guidelines for the designated period of time and specifies the reporting requirements required by the HOME program.

Section C. Housing Developers. Housing developers who are undertaking acquisition and/or rehabilitation/construction activities under a homeownership program would be assisted with HOME funds for both a development subsidy and for homebuyer assistance. The total HOME assistance would be secured by a mortgage and promissory note prior to the housing developer's use of HOME funds for acquisition and/or rehabilitation/construction. Upon sale to a homebuyer, this mortgage and promissory note would be discharged, with the HOME funds distributed as follows:

- 1) development subsidy (forgiven by Kent County)
- 2) homebuyer assistance (covered under a new silent second mortgage and promissory note from the homebuyer to Kent County), and
- 3) repayment to Kent County's HOME Program.

The exact distribution of funds would be dictated by the terms of the Agreement between Kent County and the housing developer, although the homebuyer assistance would be a minimum of \$1,000.

The homebuyer assistance may be in the form of a reduced sale price, down-payment/closing cost assistance, or another eligible form of assistance, and would be

described in the Agreement between Kent County and the housing developer. The homebuyer assistance would be secured by a silent second mortgage and promissory note from the homebuyer to Kent County for the applicable period of affordability. (See Section A. above.) The recapture provisions in Section B would apply if the assisted homebuyer sells the home or otherwise does not continue to occupy the home as their principal place of residence during the applicable period of affordability.

Section D. Kent County Programs. Kent County may use HOME funds for the acquisition and/or rehabilitation/construction of properties for resale to homebuyers and for acquisition and rehabilitation of property for creation of affordable rental units. The provisions in Sections B. and C. would apply to Kent County programs and projects.

Therefore, if the assisted homebuyer sells the home during the applicable period of affordability, Kent County shall recover the HOME homebuyer assistance from the net proceeds of sale, as specified in 92.254(a)(5)(ii). The amount of funds to be recaptured is based on the following: First, the HOME amount covered under the mortgage and promissory note will be reduced pro-rata based on each complete month the homebuyer has owned and occupied the house, based on the following schedule:

Affordability Period	Pro-Rated Amount
5 Years	1/60 per month
10 Years	1/120 per month
15 Years	1/180 per month

Secondly, the downpayment, principal payments, and cost of capital improvements made by the homebuyer since purchase would be calculated. If the sum of these investments, plus the prorated amount due Kent County, exceeds the net proceeds of sale, the homebuyer would be allowed to recover his or her investment in the property first, with the remainder being paid back to Kent County. Such an amount would be considered payment in full. The homebuyer would be allowed to keep any net proceeds left after recovery of their investment and repayment of HOME assistance to Kent County.

In those cases where a homebuyer violates the terms and conditions of the second mortgage and/or promissory note, (e.g., sells the property on a Land Contract without the approval of Kent County or uses the property for rental purposes), Kent County reserves the right to require the full repayment of the pro-rated amount of HOME assistance. As specified above, all rental units funded with HOME funds through Kent County have their affordability retained through the use of a recorded Use and Occupancy Restriction specific to the rental unit property.

#### American Dream Downpayment Initiative (ADDI)

All funds for the American Dream Downpayment Initiative (ADDI) entitlement grant from the U.S. Department of Housing and Urban Development (HUD) have been expended.

ADDI program funds were utilized to assist borrowers with successfully closing on the purchase of home (s) by providing second mortgage(s) to pay a portion of the down payment and closing costs.

No new ADDI funds are available therefore no outreach will be conducted to homebuyers specifically for ADDI.

The Community Development Department conducts outreach on an annual basis to minority- and women-owned businesses to advertise contracting opportunities created by the HOME program activities in professional and construction-related trades. The outreach is conducted in a variety of newspapers whose target audience includes Hispanic and minority households in order to reach a broad demographic.

## HOMELESS

### Specific Homeless Prevention Elements

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

1. Sources of Funds—Identify the private and public resources that the jurisdiction expects to receive during the next year to address homeless needs and to prevent homelessness. These include the McKinney-Vento Homeless Assistance Act programs, other special federal, state and local and private funds targeted to homeless individuals and families with children, especially the chronically homeless, the HUD formula programs, and any publicly-owned land or property. Please describe, briefly, the jurisdiction's plan for the investment and use of funds directed toward homelessness.
2. Homelessness—In a narrative, describes how the action plan will address the specific objectives of the Strategic Plan and, ultimately, the priority needs identified. Please also identify potential obstacles to completing these action steps.
3. Chronic homelessness—The jurisdiction must describe the specific planned action steps it will take over the next year aimed at eliminating chronic homelessness by 2012. Again, please identify barriers to achieving this.
4. Homelessness Prevention—The jurisdiction must describe its planned action steps over the next year to address the individual and families with children at imminent risk of becoming homeless.
5. Discharge Coordination Policy—Explain planned activities to implement a cohesive, community-wide Discharge Coordination Policy, and how, in the coming year, the community will move toward such a policy.

Program Year Action Plan Special Needs response:

Grand Rapids Area Housing Continuum of Care

The County of Kent participates in the community planning process for homeless shelter and services, known as the Housing Continuum of Care (HCOC). The HCOC determines unmet needs, develops strategies, and recommends goals and activities for the coming year while providing guidance on funding priorities for federal, state, and City homelessness resources. Kent County provides \$7,500 to partially support the Continuum of Care Coordinator. This position coordinates strategic planning activities by strengthening ties in data analysis and program development and working to significantly expand the amount of funding devoted to homelessness initiatives.

The Annual Action Plan covers the activities supported by the Emergency Shelter Grants (ESG) Program, a federal entitlement program directed to cities and states. For FY 2012, the City of Grand Rapids was allocated a \$247,495 Federal Emergency Shelter Grant. The MSHDA designated \$326,911 of its total FY 2012 allocation for Kent County. Distribution of these funds is handled through a joint Grand Rapids/MSHDA application process, with funding recommendations developed by the HCOC Review Team as identified below.

Homelessness Prevention

The prevention of homelessness has been identified as the "most effective community response to homelessness" in the Housing Continuum of Care. Grand Rapids and MSHDA FY 2012 Emergency Shelter Grants funds, along with Grand Rapids CDBG funds, will support the following homeless prevention programs.

HOMELESS PREVENTION PROGRAMS

<b>Agency</b>	<b>Program Activities</b>	<b>Funding</b>	<b>Amount</b>
ACSET	Homeless Prevention	MSHDA ESG	\$ 37,000
Community Rebuilders	Early Prevention	MSHDA ESG	\$100,231
Grand Rapids Urban League	Homeless Prevention	GR ESG	\$ 52,816
GRACE Grand Rapids Area Center for Ecumenism	Congregational Partnership Program	MSHDA ESG	\$ 15,000
Home Repair Services	Foreclosure Prevention	GR CDBG	\$ 19,156
Western Michigan Legal Aid Services	Housing Assistance Center	GR CDBG	\$ 87,000
Fair Housing Center of West Michigan	Fair Housing Assistance	GR CDBG	\$ 73,000
	<b>Total</b>		<b>\$384,203</b>

Kent County will support applications from homeless prevention service providers for state and federal homeless funds, particularly those that utilize mediation whenever possible, as consistent with the local Continuum of Care.

EMERGENCY SHELTER FOR INDIVIDUALS AND FAMILIES. Grand Rapids and MSHDA FY 2012 Emergency Shelter Grant funds will be utilized to support the following emergency shelter operating and case management services. Grand Rapids CDBG funds will be used to support additional services.

EMERGENCY SHELTER PROGRAMS

<b>Agency</b>	<b>Shelter</b>	<b>Funding</b>	<b>Amount</b>
Inner City Christian Federation	Family Haven	MSHDA ESG	\$15,000
The Salvation Army-Booth	Housing Assessment	GR ESG	\$91,174
YWCA	Domestic Crisis Center	MSHDA ESG	\$64,500
	<b>Total</b>		<b>\$170,674</b>

Kent County will support applications from homeless shelter and service providers for state and federal homeless funds, provided such applications are consistent with the HCOC. Private resources are expected to be available to emergency shelters through charitable donations and churches.

TRANSITIONAL SHELTER FOR INDIVIDUALS AND FAMILIES. Grand Rapids and MSHDA FY 2012 Emergency Shelter Grants funds will be utilized to support the following transitional shelter operation and/or case management services.

TRANSITIONAL SHELTER PROGRAMS

<b>Agency</b>	<b>Housing Facility</b>	<b>Funding</b>	<b>Amount</b>
Dwelling Place of Grand Rapids	Liz's House	GR ESG	\$ 9,279
Family Promise	Rebuilding Individuals	MSHDA ESG	\$25,000
Grand Rapids Housing Commission	Hope Community	MSHDA ESG	\$54,378
		Total	\$ 88,657

Kent County will support applications from transitional shelter and service providers for state and federal (e.g. Supportive Housing Program) homeless funds, provided such applications are consistent with the HCOC. Private resources are expected to be available to transitional shelters through charitable donations and churches.

TRANSITION TO PERMANENT HOUSING. The transitional housing facilities operating under the HCOC have support services to help their residents make the transition to permanent housing. HUD's Supportive Housing Program (SHP) currently funds transitional housing and supportive services to homeless individuals and families.

TRANSITION TO PERMANENT HOUSING PROGRAMS

<b>Agency</b>	<b>Program</b>	<b>Funding</b>	<b>Amount</b>
The Salvation Army Booth Family Svcs	Teen Parent Center	HUD SHP	\$249,855
YWCA	Project HEAL	HUD SHP	\$386,579
Community Rebuilders	Families in Transition (FIT)	HUD SHP	\$598,575
Grand Rapids Housing Commission	Hope Community	HUD SHP	\$226,900
The Salvation Army Booth Family Svcs	Kindred Program	HUD SHP	\$228,233
		Total	\$1,690,142

Additional supportive services, including transportation, childcare, employment training, and counseling, are provided through the Resources in Support of Empowerment (RISE) program and the GAP program.

**Emergency Shelter Grants (ESG)**

COMMUNITY DEVELOPMENT

**Community Development**

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

1. Identify the jurisdiction's priority non-housing community development needs eligible for assistance by CDBG eligibility category specified in the Community Development Needs Table (formerly Table 2B), public facilities, public improvements, public services and economic development.
2. Identify specific long-term and short-term community development objectives (including economic development activities that create jobs), developed in accordance with the statutory goals described in section 24 CFR 91.1 and the primary objective of the CDBG program to provide decent housing and a suitable living environment and expand economic opportunities, principally for low- and moderate-income persons.  
*\*Note: Each specific objective developed to address a priority need, must be identified by number and contain proposed accomplishments, the time period (i.e., one, two, three, or more years), and annual program year numeric goals the jurisdiction hopes to achieve in quantitative terms, or in other measurable terms as identified and defined by the jurisdiction.*

Program Year Action Plan Community Development response:

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

Program Year Action Plan ESG response:

Non-housing community development activities are targeted to the thirty-three (33) participating local jurisdictions within Kent County and located within geographic areas which benefit low and moderate income households. Because of the enormous geographic size of this type of program at the county level, Kent County has adopted the program philosophy of allowing the local jurisdictions to program funds to eligible projects, services, and locations within detailed administrative guidelines.

This county-wide programmatic approach is implemented within the HUD CDBG objective of "the development of viable urban communities, by providing decent housing and a suitable living environment, and expanding economic opportunities, principally for persons of low and moderate income." Additionally, the local program choices must fall within three (3) operational objectives of benefiting low and moderate income persons, addressing slums and blight, and/or meeting a particularly urgent community development need.

After meeting the program objectives, the local units of government generally propose projects which fall within the category of:

1. Public Facilities and Improvements
2. Public Services
3. Removal of Slums and Blight on a Spot Basis

These non-housing community development activities, when combined with the housing programs and homeless assistance effort, demonstrate a commitment by Kent County to target program projects and services to low and moderate income populations within a specific geographic area, on a community-wide basis, or for a special population (abused children, elderly persons, battered spouses, homeless persons, severely disabled adults, illiterate persons, migrant farm workers, and persons with HIV/AIDS).

## Antipoverty Strategy

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

The County's goals, programs and policies for reducing the number of poverty-level families are to support programs that help stretch scarce resources for families and individuals living in poverty. The 2011 Health and Human Services Poverty Guideline for a family of four living is \$22,350. For a single person, the level is \$10,890. With the minimum wage at \$7.40 an hour, a single person would be able to earn \$15,392 working full-time. To pay no more than thirty percent of their income toward housing (HUD's definition of affordability) they would need a unit costing \$384 or less per month. In Kent County, the fair market rent for a one bedroom apartment is \$606 (Kent County Housing Commission 2011 Payment Standard) which exceeds what people earn working for minimum wage can afford, in particular when they do not get full-time hours. With the fair market rent of a two bedroom apartment at \$730, a one-wage earner household would have to earn an annual wage of \$30,000 or \$15 an hour to afford a market rate apartment.

The County utilizes fifteen percent of its annual CDBG entitlement grant to support services in the community which are designed to increase access to basic services for very low income individuals. These services include transportation for the elderly and persons with disabilities, youth services, meals for seniors both home-delivered and at congregate dining sites, and support for senior centers which provide information and referral to seniors. In addition, housing programs offered by the County through the CDBG, HOME and other HUD-funded programs assist low-income individuals either directly with housing subsidies or through improvements to their living environment. By improving access to services people can gain the tools they need to meet their daily needs and those of their children. Kent County also funds weatherization programs and services which decreases utility bills. This in turn leaves funds available for other living costs.

The Kent County Housing Commission addresses alleviation of poverty through its Family Self Sufficiency (FSS) program. Voucher holders voluntarily participate in the FSS program, in which they work with a caseworker to create a personal plan to save money, increase their education and/or job skills, and in some cases purchase a home.

Program Year Action Plan Antipoverty Strategy response:

The primary factor that influences the degree of poverty is the ability of a household or individual to generate household or personal income. Private income generation is not a factor that can be directly controlled by Kent County. However, the County does involve itself in programs that have an impact, albeit indirectly, on household or personal income. These programs, and their impacts, are as follows:

**Affordable Housing Activities:** Kent County utilizes CDBG, HOME, and other funds to undertake housing rehabilitation activities that benefit extremely low-income families and individuals. These housing rehabilitation activities include energy efficient improvements that tend to reduce utility costs and thus increase disposable household income. This means that extremely low-income families and individuals have additional funds to spend on their other needs. In addition, the Kent County Housing Commission is involved in the Housing Choice (Section 8) Voucher Family Self Sufficiency (FSS) and HomeOwnership programs, which are intended to assist

families/individuals to obtain a greater degree of self sufficiency and allow extremely low-income families and individuals to obtain better housing at a lower cost, and thus increase the amount of funds available for such families to use in meeting other needs.

**Emergency Needs Programs:** Kent County residents are eligible to participate in a program, administered by ACSET (Kent and Grand Rapids CAP) and the North Kent Service Center, under which emergency financial payments for shelter, entrance rent, security deposits, rental arrearage, and utility assistance are provided to families and individuals of extremely low income to assist them from becoming homeless. These programs provide strictly limited assistance, to those in the most dire circumstances. The impact tends to provide only short-term relief to those in need, due to funding limitations.

**Job Training Partnership Act Activities:** Also through ACSET, extremely low-income Kent County residents are screened for and provided employment counseling and training. Such activities are intended to prepare individuals to either enter the job market or increase their skills in order to increase their employment opportunities. The impact of these efforts is intended to provide additional household or personal income, and thus reduce poverty.

**Child Care Programs:** According to the Kent County Department of Human Services, a total of 692 licensed child care facilities were operating in the Kent County CDBG area in 2011. According to a study of 100 counties in 36 states conducted by researchers at Harvard University, child care tends to be available to children of both affluent and lower-income families, but the child care needs of lower working class and middle class families tend to go unmet. A full spectrum of child care services would tend to promote a reduction in poverty, as it would free up the time needed for single-parents to seek and obtain employment.

In light of the above programs, the anti-poverty strategy of Kent County includes the continued implementation of all activities mentioned above, with additional coordination and some possible limited CDBG funding for public service activities.

The County of Kent supports the anti-poverty efforts of the following agencies:

- Kent County Department of Human Services (DHS)**
- Access of West Michigan**
- Second Harvest Cleaners**
- Senior Meals Program, Inc**
- Dwelling Place of Grand Rapids, Inc**
- Genesis Non-Profit Housing Corporation**
- Hope Network**
- Home Repair Services (HRS) of Kent County**
- Area Community Services Employment Training (ASCET) Council**

State Legislation. On December 29, 2004, Governor Granholm signed into law legislation that will help make affordable housing more attainable to residents. The program will make grants and loans encouraging developers to build as many as 1,000 low- and mixed-income rental and homeowner units each year.

The legislation establishes the Affordable Housing Fund to target the state's most critical housing needs and spend as much as \$25 million each year to expand ownership and rental choices for people with limited incomes.

## NON-HOMELESS SPECIAL NEEDS HOUSING

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

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

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

Program Year Action Plan Specific Objectives response:

Provide a variety of affordable housing choices and supportive services for very low income persons with special needs.

Investment Plan

Housing Activities

Kent County provides, through its Health Department, Community Mental Health Department, and Department of Human Services, a number of programs and activities to serve this population on a metropolitan-wide basis. No major changes to the established service-delivery system are envisioned in the 2011-2012 program year, although state and local funding sources continue to be down-sized and the impacts of welfare reform are unclear. Aside from these traditional activities, in 2011-2012, Kent County will attempt to undertake the following:

In order to provide affordable housing opportunities to this population, Kent County has created the Kent County Housing Commission, pursuant to Act 18 of the Michigan Public Acts of 1933, as amended. It would be anticipated that such an agency will take the steps necessary to increase the supply of standard rental units available to house this population and to subsidize the rental rates in order to make such units affordable by means of Housing Choice (Section 8) Vouchers. Depending upon the availability of funding, it is possible that as many as 25 housing units could be made available under the Section 8 rental assistance program prior to the end of the 2011-2012 program year.

Kent County will continue its contractual relationship with the Fair Housing Center of Greater Grand Rapids (FHC), under which Kent County provides funds to the FHC to affirmatively further and promote fair housing for persons with special needs.

Kent County will initiate research through HUD, MSHDA, and RHS to identify potential sources of funding for new housing construction to meet the identified needs of this population.

Category of Residents

Persons with special needs are typically persons (or households) with a serious health issue which undermines their ability to work and live with independence. Persons with special needs are typically mentally ill, physically handicapped or developmentally disabled. Others, such as frail elderly, substance abusers, and persons with AIDS, may also need supportive housing assistance.

#### Support to Other Entities

Kent County will support efforts on the part of other entities to apply for funding programs that will result in a variety of affordable rental housing choices for very low income persons with special needs. Individual applications and proposals will be reviewed to insure consistency with the goals and objectives established in the Five-Year Consolidated Strategy and Plan, and to insure consistency with other county and/or local governmental unit goals and objectives for development. Typical programs that Kent County will likely support, that work toward a variety of affordable rental choices for very low income persons with special needs, are the Section 202 program (for the elderly), the Section 811 program (for the physically handicapped and developmentally disabled), projects utilizing Low Income Housing Tax Credits, and an increase in the Housing Choice (Section 8) Voucher program (for all special needs categories).

#### Leveraging

The programs identified under this priority will not leverage other investments. The only program having a matching requirement is the Shelter Plus Care program, for which Kent County has obtained commitments for the required public service support activities from the appropriate local agencies that will deliver such services.

#### One-Year Goals

As previously stated, Kent County will attempt to secure 50 Housing Choice (Section 8) Vouchers that will provide a variety of affordable housing choices for very low income persons with special needs.

### **Housing Opportunities for People with AIDS**

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

1. Provide a Brief description of the organization, the area of service, the name of the program contacts, and a broad overview of the range/ type of housing activities to be done during the next year.
2. Report on the actions taken during the year that addressed the special needs of persons who are not homeless but require supportive housing, and assistance for persons who are homeless.
3. Evaluate the progress in meeting its specific objective of providing affordable housing, including a comparison of actual outputs and outcomes to proposed goals and progress made on the other planned actions indicated in the strategic and action plans. The evaluation can address any related program adjustments or future plans.

4. Report on annual HOPWA output goals for the number of households assisted during the year in: (1) short-term rent, mortgage and utility payments to avoid homelessness; (2) rental assistance programs; and (3) in housing facilities, such as community residences and SRO dwellings, where funds are used to develop and/or operate these facilities. Include any assessment of client outcomes for achieving housing stability, reduced risks of homelessness and improved access to care.
5. Report on the use of committed leveraging from other public and private resources that helped to address needs identified in the plan.
6. Provide an analysis of the extent to which HOPWA funds were distributed among different categories of housing needs consistent with the geographic distribution plans identified in its approved Consolidated Plan.
7. Describe any barriers (including non-regulatory) encountered, actions in response to barriers, and recommendations for program improvement.
8. Please describe the expected trends facing the community in meeting the needs of persons living with HIV/AIDS and provide additional information regarding the administration of services to people with HIV/AIDS.
9. Please note any evaluations, studies or other assessments that will be conducted on the local HOPWA program during the next year.

Program Year Action Plan HOPWA response:

The HOPWA program activities in Kent County are administered by the Kent County Health Department on behalf of HOPWA Services Providers of West Central Michigan. The funds are dispersed from the Michigan Department of Community Health, Division of Community Living. Kent County will distribute 22 Housing Certificates annually managed by St. Mary's Mercy Medical Center's McAuley Health Center. McAuley will also perform Direct Assistance and Case Management functions for HOPWA recipients in Kent County.

### **Specific HOPWA Objectives**

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

Program Year Specific HOPWA Objectives response:

### **Other Narrative**

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