

AGENDA
COMMUNITY DEVELOPMENT ADVISORY BOARD
4:15 P.M.
MONDAY, September 12, 2022
CITY HALL
100 N. 5TH STREET
LEAVENWORTH

- 1.** Call to order, roll call
- 2.** Introduction to new board member, Mary Mack
- 3.** Vote to approve or disapprove 3-14-22 Meeting Minutes
- 4.** Public Hearing, 2021-22 CAPER
 - a.** Open Public Hearing
 - b.** Close Public Hearing
- 5.** Discussion of 2021-22 CAPER
- 6.** Vote to approve or disapprove 2021-22 CAPER to be submitted to City Commission
- 7.** Election of Board Chair and Vice Chair
- 8.** Other matters, correspondence
- 9.** Adjourn



**COMMUNITY DEVELOPMENT ADVISORY BOARD
MONDAY, MARCH 14, 2022, 4:15 P.M.
COMMISSION ROOM, CITY HALL
LEAVENWORTH, KANSAS**

Chairman Charles Davis called the meeting to order at 4:15 p.m. and noted a quorum was present. Board members present in the commission chambers Charles Davis, Ralph Taylor, Mike Seufert, Bobbie Snyder, Sr. Paula Rose, Brian Keeley and Tony Majors. Staff members present were Community Development Coordinator Julie McKeel and Administrative Assistant Michelle Baragary.

Welcomed new Board Member Tony Majors.

Chairman Davis called for the first item on the agenda: Approval of the minutes from February 14, 2022 meeting. Ms. Snyder moved to approve the minutes as presented, seconded by Mr. Seufert and approved by a vote of 7-0.

Chairman Davis called for the next item on the agenda: Public Hearing #2 for the CDBG five-year Consolidated Plan and Annual Action Plan.

Chairman Davis called for a motion to open the public hearing. Sr. Paula Rose moved to open the public hearing, seconded by Mr. Taylor and passed by a vote of 7-0.

With no citizen comments, Chairman Davis called for a motion to close the public hearing. Mr. Seufert moved to close the public hearing, seconded by Mr. Keeley and passed by a vote of 7-0.

Chairman Davis called for the next item on the agenda: Vote to submit the 2022-26 CDBG five year Consolidated Plan and Annual Action Plan to the City Commission.

Community Development Coordinator Julie McKeel stated she verified with HUD that the 2017 census is the correct census used. Added affordable housing and transportation to the citizen's participation outreach section on PR-15 charting.

Chairman Davis called for a motion to submit the 2022-26 CDBG five year Consolidated Plan and Annual Action Plan to the City Commission. Mr. Seufert moved to submit the 2022-26 CDBG five year Consolidated Plan to the City Commission, seconded by Sr. Paula Rose and approved by a roll call vote 7-0.

Chairman Davis called for a motion to submit the Annual Action Plan to the City Commission. Mr. Keely moved to submit the Annual Action Plan to the City Commission, seconded by Mr. Taylor and approved by a roll call vote 7-0.

Chairman Davis called for the next item of the agenda: Update Bylaws.

Ms. McKeel stated there were a few minor revisions. Member shall serve three year terms, not two year terms. Meeting time was changed from 4:00 p.m. to 4:15 p.m.

Chairman Davis called for a motion to approve the revised bylaws. Mr. Seufert moved to approved the revised bylaws as presented, seconded by Sr. Paul Rose and approved by roll call vote 7-0.

Chairman Davis called for the next item on the agenda: Other matters and correspondence.

Ms. McKeel stated the Board has already voted on the amounts the five public service agencies will receive. How does the Board want to handle any shortage or overage of the actual award when received.

Sr. Paula Rose stated in the past, they used a percentage to manage the difference between the projected amount that has been awarded to the public service agencies versus the actual award received from the government.

Mr. Keeley stated any additional award received it would be allocated to the agencies on a pro rata basis.

With no further business to discuss, Chairman Davis called for a motion to adjourn. Mr. Seufert moved to adjourn, seconded by Ms. Snyder and approved by a vote 7-0.

Ms. McKeel stated the next meeting will be September 12th.

Meeting adjourned at 4:33 p.m.

Minutes taken by Administrative Assistant Michelle Baragary.

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2021 CONSOLIDATED ANNUAL PERFORMANCE & EVALUATION REPORT

COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM

July 1, 2021 – June 30, 2022

LEAVENWORTH, KANSAS

This plan was prepared by the Community Development Department, City of Leavenworth, City Hall, 100 N. 5th St., Leavenworth, Kansas 66048. Questions may be directed to Julie Hurley or Julie McKeel; Telephone 913-680-2628, Facsimile: 913-680-2702; e-mail: jhurley@firstcity.org or julie.mckeel@firstcity.org

INTRODUCTION

The Consolidated Annual Performance and Evaluation Report (CAPER) provides an explanation for the use of federal funds granted to the City of Leavenworth by the U.S. Department of Housing and Urban Development (HUD) under the Community Development Block Grant (CDBG) program and Emergency Solutions Grant (ESG) funds from Kansas Housing Resource Corporation (KHRC). This CAPER primarily covers the period beginning July 1, 2021 through June 30, 2022 with some notations of the last 5 years considering that 2021 is the last program year to the 2017-2021 Consolidated Plan. All Covid funds (CV) received for CDBG and ESG are reviewed in this CAPER. Programs and activities described in this plan primarily benefited low and moderate income residents and neighborhoods in the City of Leavenworth.

This report is the product of data from Integrated Disbursement and Information System (IDIS), the City’s Community Development Coordinator files, public hearings, consultation and data collection from local agencies and City staff. A complete draft of this report has been made available for public review and comment for a 16-day period beginning September 8, 2022. The availability of the CAPER was advertised in the local newspaper on September 7, 2022 and was available for review on the City's website, the Leavenworth Public Library and the Community Development Department at City Hall, 100 N 5th St Leavenworth, KS. The public hearing is to be held on September 12, 2022 at 4:15pm in the meeting of the Community Development Advisory Board.

CAPER – Consolidated Annual Performance and Evaluation Report

CASA – First Judicial District Court Appointed Special Advocates

CDAB - Community Development Advisory Board

CDBG – Community Development Block Grant

CCNEKS – Catholic Charities of Northeast Kansas

CV – covid funds, otherwise known as CARES funds

ESG – Emergency Solutions Grant

HMIS – Homeless Management Information System

HOP – Home Ownership Program

HQS – Housing Quality Standards

HRP – Home Repair Program

HUD – U.S. Department of Housing and Urban Development

IDIS – Integrated Disbursement and Information System

KHRC – Kansas Housing Resource Corporation

LAH – Leavenworth Attainable Housing

LHA – Leavenworth Housing Authority

LCHSC – Leavenworth County Human Service Council

LICOH – Leavenworth Interfaith Community of Hope

LVM – Leavenworth Mission

PIO – Public Information Officer

PSA – Public Service Agency

SVC – St Vincent Clinic

TGC – The Guidance Center

VASH – Veterans Affairs Supportive Housing

**Progress the jurisdiction has made in carrying out its strategic plan and its action plan.
91.520(a)**

CDBG Home Repair Program (HRP) & Home Ownership Program (HOP)

It is believed the pandemic continued to impact our ability to effectively carry out some of our Community Development Block Grant (CDBG) programs for the 2021-22 year, as it did in the previous year, thus effecting the 2017-21 consolidated action plans. We assume some of the reduction in activity is due to social distancing concerns regarding the pandemic and the economy for the Housing Programs, **HRP** and **HOP**.

The 2021-22 **HRP** projection was 10 and we assisted 14 low moderate income homeowners with minor home repairs utilizing \$95,370.31 in CDBG funds. The total projection for the 2017-21 consolidated years was 82 and we assisted 86 low moderate income homeowners with minor home repairs and accessibility in Leavenworth City that consisted of \$396,799.11 in CDBG funds. HRP continues to be a need in our City and is a strong program.

The 2021-22 **HOP** projection was 6 and we assisted 4 low moderate income residents to purchase a home utilizing \$31,227.00 in CDBG funds. The housing market continued to rise, and so did the interest rates. The total projection for the 2017-21 consolidated years was 45 and we assisted 28 low moderate income persons/families to purchase a home in Leavenworth City that consisted of \$167,875.25 in CDBG funds.

CDBG PUBLIC SERVICE AGENCIES (PSA)

The 2021-22 grant year provided 6 PSAs with \$52,471.00 in CDBG funds to cover building utilities and/or rent to serve low to moderate income needs in our City. These PSAs consisted of Catholic Charities of NE KS (CCNEKS), The Guidance Center (TGC), Leavenworth Interfaith Community of Hope (LICOH), St Vincent Clinic (SVC), The Leavenworth Mission (LVM), and First Judicial District Court Appointed Special Advocates (CASA). The PSAs served 9,530 individuals versus the projected 6,865. The 2017-21 consolidated years provided 10 different PSAs funding in the amount of \$256,027.77 serving 52,951 low moderate income persons verses the projected 40,588. Many agencies were recipients each year.

CDBG NEIGHBORHOOD STABILIZATION

In Neighborhood Stabilization, we removed from our neighborhoods 4 residential structures and 3 accessory structures deemed dangerous by the City Commission during the 2021-22 program year utilizing \$31,710.27 in CDBG funds. A total of 24 residential structures throughout the 2017-21 consolidated years were removed with use of \$192,041.53 CDBG funds. These structures were unsound and uninhabitable. Additionally, we provided partial funding to replace a faulty sewer line serving 15 low moderate residents in the 2020 program

year with use of \$113,125.62 CDBG funds. It improved household utility connection and decreased potential pollution and hazardous health situations.

CDBG Administration

Administration and Planning of the CDBG programs and activities remained compliant within the 20% cap of each year's entitlement. The 2021-22 program year budgeted for \$68,961 and expended \$68,539.11. The 2017-21 consolidated years budgeted for \$329,405 and expended \$323,248.02. These funds supported one full time position, clerical and administrative support and operating expenses.

ESG

ESG funds are utilized for rapid rehousing, homeless prevention, HMIS and administration. Catholic Charities of NE KS (CCNEKS) is the sub awardee for these funds. The 2021 ESG grant funds were utilized in the amount of \$30,177.20, which were payments 1 through 6, and assisted 9 households with rent and utility assistance over a 5 month period. They were not fully expended during the 2021 grant year mainly due to the CV funds received. The remaining funds, \$5,768.80, were given an extension to be expended by 9-30-22. Throughout the 2017-22 consolidated year, ESG funds have assisted 44 households in rent and utility assistance with use of \$202,776.10 in ESG funding.

ESG - CV

ESG CV funds were expended to support the same purpose as ESG funding, as advised above. There were 6 households stabilized with housing assistance for rent and utilities utilizing \$87,937. When comparing the ratio from household to funding amount to the standard ESG funding, it appears to be unbalanced, however, the wrap around services that were provided for these households was more long term and detailed with great success rate of stabilization throughout the pandemic. CCNEKS was also provided additional funding for the pandemic from the City. See CR-15 for details.

CDBG - CV

In April 2020, the federal government allocated \$201,489 to prepare for, prevent and address the Coronavirus. Regulations were released and published in the Federal Register in August 2020. The City awarded its funds to 10 PSAs for food assistance, resident rent, utilities, legal assistance for evictions, and 10 small business forgivable loans to assist local businesses affected by shut-downs and limited capacity ordered to minimize the spread of the Coronavirus. A second round of CV funding for the City of Leavenworth was announced September 2020. The award was \$119,897. All funds were allocated to 6 PSAs to use for food, utilities and housing (rent/mortgage/eviction legal). Funds served pandemic impacted residents. While waiting for the release of the second set of Covid funds, we re-allocated \$10,000 from HRP to rent/mortgage/utility assistance as agency funding since the need had

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been depleted. This re-allocation was authorized by HUD in their Covid guidance. CDBG-CV funds, in the amount of \$321,386, were allocated and expended for \$253,440.08 to PSAs, \$57,500 to small businesses and \$10,445.92 for Administration.

Comparison of the proposed versus actual outcomes for each outcome measure submitted with the consolidated plan and explain, if applicable, why progress was not made toward meeting goals and objectives. 91.520(g)

Categories, priority levels, funding sources and amounts, outcomes/objectives, goal outcome indicators, units of measure, targets, actual outcomes/outputs, and percentage completed for each of the grantee’s program year goals.

Goal	Category	Source / Amount	Indicator	Unit of Measure	Expected – Strategic Plan	Actual – Strategic Plan	Percent Complete	Expected – Program Year	Actual – Program Year	Percent Complete
<i>Homebuyer Assistance</i>	Affordable Housing	CDBG	Direct Financial Assistance to Homebuyers	Households Assisted	45	28	62%	6	4	67%
<i>Housing Rehabilitation</i>	Affordable Housing Non-Homeless Special Needs	CDBG	Homeowner Housing Rehabilitated	Household Housing Unit	82	86	105%	10	14	140%
<i>Neighborhood Stabilization</i>	Non-Housing Community Development	CDBG	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	15	15	100%			
<i>Neighborhood Stabilization</i>	Non-Housing Community Development	CDBG	Buildings Demolished	Buildings	32	24	75%	4	4	100%
<i>Program Administration</i>	Administration	CDBG	Other	Other	1	1	100%	1	1	100%
<i>*Public Services Agencies</i>	Non-Housing Community Development	CDBG	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	40,588	52,951	130%	6,865	9,530	139%
<i>**Special Economic Development</i>	Non-Housing Community Development	CDBG-CV	Jobs created/retained	Jobs	23	59	257%			
<i>Public Services Agencies</i>	Non-Housing Community Development	CDBG-CV	Public service activities for Low/Moderate Income	Persons Assisted	1657	6484	391%			
<i>Program Administration</i>	Administration	CDBG-CV	Other	Other	1	1	100%			

Table 1 - Accomplishments – Program Year & Strategic Plan to Date

Assess how the jurisdiction's use of funds, particularly CDBG, addresses the priorities and specific objectives identified in the plan, giving special attention to the highest priority activities identified.

The 2021-22 Annual Action Plan and the 2017-22 Consolidated Plan did not describe any single CDBG activity as a priority, however, the allocation priorities in the 2021-22 Annual Action Plan directly relate to the needs identified in the 2017-21 Consolidated Plan. Needs included affordable housing, public service, homeless person services and demolition of dangerous structures. In addition, the priorities include those items from the regional Affirmative Fair Housing Plan developed in 2016. Details on use of funds and outcome are outlined in the charting above and in the narrative above the charting. The world's pandemic started during the 2017-22 Consolidated Plan program years, which altered the programs toward a more urgent need to address public service agency needs for housing and homelessness, as a priority with immediate use of CV funds.

As described in the previous year's CAPER (2020), the 2021-22 program year was marked by impacts of the pandemic on our community and on CDBG programs. PSAs were taxed as many low moderate income residents were unemployed or underemployed due to Covid and required services. HRP and HOP actuals were down as many residents sheltered in place and felt the financial hardships of the economy due to the pandemic. Local contractors that could be hired for HRP and infrastructure continue to report waiting periods for work to be performed and at times cannot offer bids due to a lack of employees, rising costs in supplies, and backorder for delivery of supplies to perform the scope of work.

CDBG *Public Service Agencies data in the above chart was configured by calculating persons/individuals using information from IDIS and statistical data sheets collected from the PSAs. Reporting of statistics is required within their contract to be recipients of CDBG funds. Compiling the data and reporting as persons/individuals eliminates confusion and gives a clear reporting that is consistent. The activities set up in IDIS for PSAs had a mix of calculating households and individuals, which is what led to the configurative calculations for the ease of reporting.

**Special Economic Development listed in the above chart was accomplished with \$57,500 in CDBG CV funds, after projecting \$100,000, when 10 local businesses were funded with forgivable loans during the pandemic to create and retain employees for stabilization and expansion of small businesses. These businesses were awarded funds after an approved application process. The remaining \$42,500 was expended on PSAs for low moderate income.

The City has 7 members of a Community Development Advisory Board (CDAB) that review all Annual Action Plans, Consolidated Plans and substantial amendments. CDAB discusses these reports, makes recommendations and votes upon submission and revision. Once approved by CDAB, these reports are taken to City Commission for approval of submission to HUD. CDAB members are imperative for this process, as they are active members in the City's community who offer opinions and ideas to weigh in on CDBG funded activities. CDAB is consulted to make

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changes to the processes of HOP and HRP when the Community Development Coordinator identifies a need for review that can be caused by, but not limited to, funding, new assessment findings, and supply & demand changes. CDAB directly reviews annual PSA applications to approve and vote for funding. All CDBG funds are allocated to benefit low to moderate income persons in the City, as an objective.

CR-10 - RACIAL AND ETHNIC COMPOSITION OF FAMILIES ASSISTED

Describe the families assisted (including the racial and ethnic status of families assisted).

91.520(a)

	CDBG
White	5,983
Black or African American	2,213
Asian	44
American Indian or American Native	133
Native Hawaiian or Other Pacific Islander	20
Black and White	153
American Indian or Alaskan Native and White	23
Asian and White	0
American Indian or Alaskan Native and Black or African American	0
Other Multi-Racial	736
Asian/Pacific Islander	225
Total	9,530
Hispanic	302
Not Hispanic	9,228

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

Narrative

The Table 2 charting reflects individuals assisted with CDBG funds for the 2021-22 program year through our PSAs that consisted of First Judicial District Court Appointed Special Advocates, Catholic Charities of NE KS, The Guidance Center, Leavenworth Interfaith Community of Hope, Leavenworth Mission and St Vincent Clinic. Female heads-of-household and persons with disabilities data was not captured.

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Listed below is the percentage of racial and ethnic populations from Table 2 charting that PSAs reported with use of CDBG funds for the 2021-22 program year.

- White 62.78%
- Black or African American 23.22%
- Asian 0.46%
- American Indian or American Native 1.40%
- Native Hawaiian or Other Pacific Islander 0.21%
- Black and White 1.61%
- American Indian or Alaskan Native and White 0.24%
- Asian and White 0%
- American Indian or Alaskan Native and Black or African American 0%
- Other Multi-Racial 7.72%
- Asian/Pacific Islander 2.36%

Table 2-B charting reflects the 2021-22 Home Ownership Program (HOP) had 2 female heads of household, making up 50% of the awarded applicants and there were no applicants over the age of 65. The 2021-22 Home Repair Program (HRP) had 5 female heads of household equaling 36% of the awarded applicants and had 5 awarded applicants over the age of 65. Disability data is not collected during the application process of these programs.

	CDBG	
	HOP	HRP
White	4	9
Black or African American	0	3
Asian	0	0
American Indian or American Native	0	0
Hawaiian/Other	0	0
American Indian and White	0	1
Asian and White	0	1
Black and White	0	0
American Indian and Black or African American	0	0
Other	0	0
Total	4	14
Hispanic	0	2
Not Hispanic	4	12
Female Head of Household	2	5
Over 65 yrs of Age	0	5

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For further review, the U.S. Census Bureau July 1, 2021, estimates the following race and Hispanic origin in Leavenworth City:

- White 74.6%
- Black or African American 13.4%
- American Indian & Alaskan Native 0.8%
- Asian 1.5%
- Native Hawaiian & Other Pacific Islander 0.2%
- Two or More Races 7.3%
- Hispanic or Latino 9.2%
- White alone, not Hispanic or Latino 70.6%

Identify the resources made available

Source of Funds	Source	Resources Made Available	Amount Expended During Program Year
CDBG	public - federal	349,809	117,075
CDBG-CV	public - federal	54,820	54,820

Table 3 - Resources Made Available

Narrative

The City is an entitlement city for CDBG funds, but is not an entitlement city for ESG funds. ESG funds are received through an application process with Kansas Housing Resource Corporation annually. Catholic Charities of NE KS is our City's only sub-awardee for the 2021 program year. CV funds received for CDBG and ESG were awarded due to the pandemic. It is not believed that the City will be receiving any further CV funds and all CV funds have been expended for CDBG and ESG. The narrative below and the above chart detail the 2021 grant year only.

CDBG

The City's 2021 CDBG entitlement grant was \$349,809.00. Of those funds, \$117,075.58 were expended on approved CDBG activities along with remaining funds from 2020 in the amount of \$41,881.04 and 2019 funds in the amount of \$55,681.81. Total CDBG funds were \$214,638.43. Program Income had been received toward the end of the 2021 grant year which prevented more of the 2021 funds to be utilized. Program Income is explained below.

CDBG-CV

The last of the CDBG-CV funds were expended in the 2021 grant year in the amount of \$54,820.62. Our City utilized CV funds to award public service agencies for food assistance, resident rent and utility assistance, legal assistance for evictions, and small business forgivable loans to assist local businesses affected by shut-downs and limited capacity ordered to fight the Coronavirus.

Program Income

Program income was received in the amount of \$69,890.55. These funds consisted of a repayment of a CDBG loan from the 1980's from Santa Fe Trails Apartments (otherwise known as Jewel Crest), payment of paid off liens to HRP and HOP, and demo pay offs. This was a substantial amount that the City does not generally receive. The funds were used before the current grant year funds, as required by HUD, on removal of dangerous structures \$17,200.00, HRP \$44,345.55, and Administration \$8,345.00 (remained within the 20% cap). All funds were expended by the end of the 2021 program year, therefore, no program income funds will be within the remaining funds for future use. Receipt of these funds did create a lack of use in the current grant year funds, which will now be within the remaining funds for future use.

ESG

ESG funds are utilized for rapid rehousing, homeless prevention, HMIS and administration.

A portion of the 2020 ESG grant year funds were utilized in the 2021 grant year in the amount of \$37,924.34, which were payments 4 through 13. They were not fully expended during the 2020 grant year mainly due to the CV funds received.

The 2021 ESG grant funds were utilized in the amount of \$30,177.20, which were payments 1 through 6. The remaining funds, \$5,768.80, were given an extension to be expended by 9-30-22.

ESG-CV

The last of the 2020 ESG-CV funds were expended in the 2021 grant year in the amount of \$9,434.39, which were payments 11 through 16. The ESG-CV funds were utilized for rapid rehousing, homeless prevention, HMIS and administration, just the same as ESG funds.

Identify the geographic distribution and location of investments

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description
City of Leavenworth	100	100	LMI Population in City

Table 4 – Identify the geographic distribution and location of investments

Narrative

Programs and activities described in this plan primarily benefited low and moderate income residents and neighborhoods in the City of Leavenworth. The City does not have target areas. CDBG funds are used for eligible activities for direct benefit to LMI clients.

Leveraging

Explain how federal funds leveraged additional resources (private, state and local funds), including a description of how matching requirements were satisfied, as well as how any publicly owned land or property located within the jurisdiction that were used to address the needs identified in the plan.

Leveraging was provided by public service agencies using other funds and grants to match both CDBG and ESG awarded funds.

The HRP is able to leverage its funds with the Leavenworth Fire Department's smoke detector program for homeowners. The fire department receives a grant for smoke alarms from the Office of The State Fire Marshal and the Red Cross. The fire department installs detectors upon request of homeowners who occupy their homes in our City at no charge. This allows CDBG HRP funds to be used for repairs without the burden of costs for detectors or installation to be funded with CDBG HRP funds.

The City's public transportation needs are being addressed by The Guidance Center (TGC), who is a sub-recipient for CDBG funds. A \$168,115 grant from KDOT and \$72,049 leveraging funds from the City will provide three vans. Delivery date of the vans is believed to occur in Fall of 2022, in which TGC will go live with \$2 fees for a ride within City limits. This will greatly assist in low and moderate income persons having transportation for employment and healthcare.

The City continues to fund the Rental Property Coordinator role to address rental housing issues in the city to address unmet disputes between landlords and tenants. This promotes sustainable housing and prevents homelessness. Also, the City's Rental Property Coordinator administered Tenant Based Rental Assistance (TBRA), during the 2021 program year, which included 10 families (27 individuals) totaling \$39,158.99. The City applied for the grant as a short-term initiative to help families with school-age children facing eviction, as a supplement to CDBG money provided to our social services agencies.

The Local Housing Trust Fund provides low moderate HRP applicants an interest free loan for the overhead costs of a home repair project when the cost is beyond awarded funds. A lien is in place until the loan is paid in full. The City's Local Housing Trust Fund also provided \$35,000 to CCNEKS from August 2020 to January 2021 to assist 50 households, equaling 155 individuals, for rent reimbursement for those impacted by the pandemic.

No publicly owned land or property was used to address the needs identified in the plan, as none was required for our scope of work.

CR-20 - AFFORDABLE HOUSING 91.520(B)

Evaluation of the jurisdiction's progress in providing affordable housing, including the number and types of families served, the number of extremely low-income, low-income, moderate-income, and middle-income persons served.

	One-Year Goal	Actual
Number of Homeless households to be provided affordable housing units	68	0
Number of Non-Homeless households to be provided affordable housing units	16	18
Number of Special-Needs households to be provided affordable housing units	0	0
Total	84	18

Table 5 – Number of Households

CDBG Home Ownership and Home Repair	One-Year Goal	Actual
Number of households supported through Rental Assistance	0	0
Number of households supported through The Production of New Units	0	0
Number of households supported through Rehab of Existing Units	10	14
Number of households supported through Acquisition of Existing Units	6	4
Total	16	18

Table 6 – Number of Households Supported

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

Table 5 figures are skewed. It is believed that the projected 68 *homeless households to be provided affordable housing* may have been a typo in the annual preparation for the 2021-22 program year. This is the conclusion due to the fact that each annual action plan from the 2017-22 consolidated plan years, has had inconsistency in goals (AP-55) and reporting (CR-20). The City will correct this in future Annual Action Plans and Consolidated Annual Performance Evaluation Reports for consistency. Currently, the 2022-23 AP-55 advises CDBG goals for HRP and HOP will be reported in this section. The City will report as such, unless directed otherwise by HUD.

Table 6 figures reflect the results of the CDBG funds utilizing the Home Repair Program and the Home Ownership Program for the 2021-22 program year. While the 2021-22 program year met its goal for Home Repair at 140% (105% for the 2017-22 Consolidated Years), it did not reach the goal for Home Ownership for the 2021-22 program year at 67% (62% for the 2017-22 Consolidated Years). The pandemic crisis and tightness in the market is believed to be the major cause of not meeting the Home Ownership goals. The Home Ownership Program is extremely beneficial to keep for the City despite the last consolidated year’s outcome. With only 51% of the City being homeowners, HOP promotes and offers the opportunity for low moderate income to become homeowners. Home Repair has been and is expected to continue to be a strong program for the City due to its aging structures.

Discuss how these outcomes will impact future annual action plans.

While it is believed that the pandemic continues to skew results and meeting goals, the City will be focusing on precise measurement of data and set up of activities for comparable measurement of projections to results for precise reporting. This next program year is going to reveal the stability of economy and housing, which will determine if substantial amendments will be necessary for program changes to accommodate better use of the funds for the City’s LMI population.

Include the number of extremely low-income, low-income, and moderate-income persons served by each activity where information on income by family size is required to determine the eligibility of the activity.

Number of Individuals Served	CDBG Actual
Extremely Low-income	6,711
Low-income	2,273
Moderate-income	401
Total	9,385

Table 7 – Number of Individuals Served

Narrative Information

Data provided, in the above table, includes individuals served reported by public service agencies, Home Repair Program, and Home Ownership Program with use of CDBG funds for the 2021-22 program year.

Recipients of CDBG HRP and HOP funds are required to have a household income of no more than 80% of the median income, as outlined in HUD’s income limits, in order to qualify for these programs. The public service agencies utilize the same income limit guide to assure accurate reporting and eligibility.

Evaluate the jurisdiction's progress in meeting its specific objectives for reducing and ending homelessness through:**Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs**

Leavenworth homeless emergency shelters are located at the Leavenworth Interfaith Community of Hope (LICOH) for night shelter and the Alliance Against Family Violence (AAFV) shelter for homeless survivors of domestic abuse, sexual assault, stalking and human trafficking. Catholic Charities of Northeast Kansas (CCNEKS), LICOH and Salvation Army provide rent and utility assistance for low income residents including the homeless or about to be homeless. These agencies assess the individual needs of their clients and try to find avenues to address the needs. The LICOH works to reach out to the unsheltered and offer a safe place to sleep. LICOH also offers day services for the homeless, as well as, limited free transportation. The Salvation Army has opened their community center during summer and winter for heat and cold relief through the Emergency Disaster Services program offering. Homeless and low-income persons can hang out, eat, drink, read and watch movies in the building during inclement weather related to heat or freezing temperatures.

The local churches offer weekly meals on a rotating basis as an outreach for individuals and families experiencing homelessness. The Salvation Army provided an evening meal on Wednesday nights that was open to the public. LICOH serves a free warm lunch on a daily basis to the entire community targeting those in poverty and homeless. The nonprofit, Welcome Central, provides a one point stop for homeless and low-income persons to access services and navigate the various systems for assistance. The Salvation Army provides Emergency Assistance to prevent homelessness thru their Pathway of Hope program to families, as long term case management, to provide stability and prevent future reoccurrence of homelessness. CCNEKS provides financial literacy classes for those in jeopardy of being homeless. The Guidance Center and the Veteran's Administration provide mental health services for the homeless and St. Vincent Clinic provides medical care.

All of these agencies engage in outreach to unsheltered individuals and families and those at risk of homelessness.

Addressing the emergency shelter and transitional housing needs of homeless persons

There is a chronic need for transitional housing in Leavenworth. Rental costs are inflated by the housing allowance provided by the Army to soldiers at Ft. Leavenworth challenging the market and making the rent, too high for low income residents and those on SSI, disability or VA benefits. When persons become homeless it is very difficult for them to transition to sustainable and attainable housing when they have to pay not only rent, but also the deposit for housing.

LICOH also offers day services for the homeless, as well as, limited free transportation. The nonprofit, Welcome Central, provides a one point stop for homeless and low-income persons to access services and navigate the various systems for assistance. The Salvation Army provides Emergency Assistance to prevent homelessness thru their Pathway of Hope program to families, as long term case management, to provide stability and prevent future reoccurrence of homelessness. CCNEKS provides financial literacy classes for those in jeopardy of being homeless.

CCNEKS administered the City's ESG and assisted 18 individuals. Prevention is an important component of the homeless network and the ESG provides support of Homeless Prevention and Rapid Re-Housing Program. Both of these programs are important strategies to battle homelessness. CCNEKS does not utilize Street Outreach with their ESG funds, at this time.

The Guidance Center provided rent and utility assistance to mentally ill homeless members of the community. They must become clients of TGC and participate in the development of a treatment plan, to include housing stability measures. Emergency hotel/motel assistance is provided to some as transitional housing on a very limited time and money basis.

Leavenworth Attainable Housing (LAH) is a newer nonprofit that is bringing together businesses and public service agencies to address not only sustainable housing, yet attainable and affordable housing. This program year, they have acquired six houses that are rented to low income persons and they can stay for as long as they need with no lease. Rent is one-third of their income and covers the utilities. Tenants are provided financial guidance with a banker, health care is secured with St Vincent's Clinic and/or The Guidance Center and tenants are strongly encouraged to interact with their community by attending functions to build relationships, register to vote and participate in community activities. LAH is currently working with a contractor to make plans in the building of a 20 apartment complex in the future and may possibly acquire two more houses from a local church. While not eligible to be a recipient of CDBG or ESG funding, LAH has become a tremendous benefit to the City.

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

The City supports homeless prevention activities through its public service agencies. Some of these agencies provide rent and utility assistance to avoid eviction and shutoff. CCNEKS offers homelessness prevention and rapid re-housing services funded in part with CDBG and ESG funds. CCNEKS offers financial literacy classes to help families avoid becoming homeless. In

addition, Salvation Army and Welcome Central provide rent and utility assistance for Leavenworth residents.

Due to the location of the Veteran's Administration Medical Center in the City of Leavenworth, we have veterans who were discharged from the VA and remain in the area while in need of housing. The Dwight D. Eisenhower Veterans Affairs Medical Center (VAMC) houses some of these individuals in the Domiciliary and Safe Haven program. Others are assisted with the Veterans Administration Supportive Housing (VASH) program which is managed by the Leavenworth Housing Authority.

Ex-offenders and prison resident families also constitute part of Leavenworth's homeless population. A federal prison is located in Leavenworth, as well as the minimum security prison in neighboring Lansing. The Kansas Department of Corrections offers reentry services for offenders being released from correctional institutions. The Grossman Center serves as transitional housing assistance for incarcerated minimum security adult men and women eligible for pre-release. Both of these agencies have discharge plans designed to prevent homelessness.

The National Alliance for Mental Illness also assisted those with mental illness who are homeless, providing advocacy and mental health support services. The Guidance Center provides mental health assistance to individuals experiencing homelessness and has a hospital liaison that coordinates discharge from psychiatric hospitals. They also serve individuals with mental illness and substance use disorders, which helps to prevent homelessness.

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

LICOH is a local agency that provides direct services to the homeless. They serve as a central point of information for assistance throughout the city and provide free limited transportation through Welcome Central. LICOH strives to place their clients into sustainable housing and discharging a client without housing only occurs if the individual refuses such plans. CCNEKS and Salvation Army provide direct services to individuals and families experiencing homelessness including food, clothing, rent, and utility assistance. The Leavenworth Mission provided food and clothing for homeless individuals. These agencies work together to shorten the period of time that individuals or families experience homelessness.

LICOH and CCNEKS work with the Continuum of Care for the balance of state to reduce the time of homeless for Leavenworth individuals. Both agencies complete a needs assessment and strive to solve the root causes of homelessness by using partnerships and wrap around services.

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LICOH has weekly meetings with The Guidance Center for case management of the unsheltered. A Guidance Center Case Manager has been placed at LICOH to serve the unsheltered and enhance wrap around services.

CCNEKS provides Rapid Re-Housing and Homeless Prevention services for the homeless through ESG funds provided by KHRC to the City of Leavenworth. The Northeast Community Action Agency continues to provide ESG funds to the unsheltered in Leavenworth from an ESG grant for the Northeast region of the state.

Actions taken to address the needs of public housing

Leavenworth Housing Authority (LHA) is a division of the Planning and Community Development Department. The LHA is a designated public housing agency with decision making authority for budget, personnel and policy adoption resting with the City Commission. LHA provides a 105 unit high-rise (Planters II) for elderly and medically-certified disabled persons. The LHA recently completed replacement of the water/sewer lines in all units in Planters II. Previously, the LHA updated the apartments by replacing bedroom, bathroom, and linen closet doors in each apartment.

LHA is approved for 339 Housing Choice Vouchers, but because of reduced funding levels, only 230 are currently provided to participants, who may rent from willing market-rate landlords. Also, in conjunction with the Veteran's Administration, the housing authority administered 130 Veterans Supportive Housing (VASH) certificates during the 2021 program year.

The City's Rental Property Coordinator administered Tenant Based Rental Assistance (TBRA), during the 2021 program year, which included 10 families (27 individuals) totaling \$39,158.99. The City applied for the grant as a short-term initiative to help families with school-age children facing eviction, as a supplement to CDBG money provided to our social services agencies.

These programs serve the City and County public housing needs.

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

The Leavenworth Public Housing Authority has an active resident council consisting of 4 members. The resident council members are current residents of Planters II who choose to donate their time to serve meals to their fellow residents, participate in group activities, discuss current affairs, and engage in community activities together. This council communicates with the housing authority staff about needs and safety concerns of their living environment.

The City's CDBG funded Home Ownership Program materials are available throughout the community; however, since most residents of Planters II are elderly and/or disabled with limited incomes, they rarely seek housing elsewhere. Planters II is sustainable housing and the staff work diligently to be accommodating to the individual needs of its residents.

Actions taken to provide assistance to troubled PHAs

The Leavenworth PHA is not categorized as "troubled." The City operates a housing authority rated as a high performer. The most recent average inspection score is 99.

Actions taken to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment. 91.220 (j); 91.320 (i)

No negative effects of public policies on affordable housing and residential investment have been identified. City ordinances, administrative policies, development regulations, procedures and practices do not have a negative effect or serve as a barrier to affordable housing.

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

The City's Community Development Coordinator and Rental Property Coordinator are members of the Leavenworth County Human Service Council (LCHSC) and generally attend monthly meetings. LCHSC is a 501c3 organization that includes 38 members of individuals or organizations within Leavenworth County sharing an interest in an adequate community program of health, human service and recreational services. The purpose of the organization is to provide a central source of information on community social services for Leavenworth County residents and Council members in order to bring organizations together for joint planning and coordination of programs relating to social services. LCHSC offers collaboration of resources to the City and leverage from one another. Homelessness, Fair Housing, and Mental Health are the common bond that brings these members together.

The City's Public Information Officer (PIO) persistently shares detailed information to the public regarding the HRP and HOP. Applications for the programs and contact information are presented on the City's website, social media and the local television channel. The PIO also mails out to every citizen in the City a First City Connection magazine once a quarter. It provides news and information for residents and businesses to the City. While communicating with the public via social media is known to be effective, the quarterly First City Connection stimulates many phone calls for inquiry regarding HRP and HOP.

Cold calls to realtors and lenders began in the Spring of 2022 for the HOP. Market pressures are still making it difficult for low to moderate incomes persons to become home owners, however, keeping in contact with local realtors and lenders has generated applicants and education for more prosper grant year in 2022-23. Qualified contractors are becoming more difficult to find and to have an interest in minor home repair for HRP. Cold calls are being made bi-weekly to generate a qualified contractor list for the HRP.

The City's public transportation needs are being addressed by The Guidance Center (TGC). A \$168,115 grant from KDOT and \$72,049 leveraging funds from the City will provide three vans. Delivery date of the vans is believed to occur in Fall of 2022, in which TGC will go live with \$2 fees for a ride within City limits. This will greatly assist in low and moderate income persons having transportation for employment and healthcare.

Actions taken to reduce lead-based paint hazards. 91.220(k); 91.320(j)

Within the HRP, lead-based paint hazards are addressed, as needed, and assessed for each individual activity. Lead based paint safe practices are a requirement with contractors paid with CDBG funds. Homes that may be effected by lead based paint, due to the scope of work, require the homeowner to be given a KS Department of Health and Environment's pamphlet on Renovate Right. Repairs that are done in homes built after 1978 or have children in the home are given the pamphlet regardless of the scope of work.

Information on lead based paint is given to HOP applicants to new homeowners of homes built after 1978. They receive a KS Department of Health and Environment's pamphlet on Renovate Right, which educates the homeowner when renovating, repairing and painting a home that potentially has lead based paint. A passing Housing Quality Standard (HQS) inspection is required before CDBG funds can be used to assist in the purchase of a home. All lead based paint issues must be abated before any CDBG funds can be used.

Educational lead based paint literature is available to residents at the Leavenworth Public Library. Also, the Leavenworth County Health Department has information available to the public regarding lead based paint, safe practices and testing.

Actions taken to reduce the number of poverty-level families. 91.220(k); 91.320(j)

Community job seeking programs and financial planning programs are offered throughout the City by the Leavenworth County Workforce Center, the Leavenworth Public Library, Catholic Charities of Northeast Kansas, and Welcome Central (part of Leavenworth Interfaith Community of Hope) to offer poverty-level families a way out of poverty. Veterans Affairs provide these services for veterans, as well. Together, these organizations, as well as other PSAs in the City, offer wrap around services for housing, employment, job education and placement services.

Actions taken to develop institutional structure. 91.220(k); 91.320(j)

The City continues funding for the Rental Property Coordinator position to help community residents and landlords communicate more effectively. This generally serves low to moderate income individuals who are most likely to rent substandard housing. Also, the City's Rental Property Coordinator and Community Development Coordinator participate in the Leavenworth County Human Service Council and meet with local churches and social service agencies to increase the citywide institutional structure.

The City has a Citizen Participation Plan in place and has CDAB that meets approximately 4 to 5 times a year to review the AAP, 5 Year Consolidated Plans, CAPER and any other issues that may need to be reviewed in regards to funding CDBG programs. The City also has twenty other boards and committees. These partnerships allow the City to be able to overcome gaps in institutional structures and review the needs of the City to take to the City Commission.

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

The City has twenty one boards and committees. These partnerships allow the City to be able to overcome gaps in institutional structures and review the needs of the City to take to the City Commission. Public hearings and/or public comment are often available with every board, committee and commission to allow and encourage communication with the community and our public service agencies.

The City's Public Information Officer regularly shares CDBG program information on social media, the newsletter and Channel 2. Newsletters are mailed to all City residents three times a year. Each edition features information from either the HRP or HOP. Information is shared to refresh what is on the website. The Public Information Officer also shares all information with Community Service Organization, who help target low income minorities in Leavenworth with their emailed newsletter.

Public service agencies associated through contracts with the City provide specific services, avoid duplication of services and account for the services provided. Together, these public service agencies served more than 9,000 individuals in the 2021 program year. PSAs that receive CDBG or ESG funds from the City are required to provide budgets and monthly statistics to the City with monitoring oversight provided by the City of Leavenworth, KHRC and/or HUD. The structure has resulted in delivery of the services needed in accordance with federal, state and local codes with compassion and respect for the clients served.

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

The City's Rental Property Coordinator position continues to provide a solid role in landlord tenant issues, offering a Tenant Issue Resolution Program that many low to moderate income tenants benefit from. Contact information and details are made available on our City's website and the City's Public Information Officer promotes this program on social media and quarterly mailings to residents.

The City has a 2022 update to the 2011 Analysis of Impediments to Fair Housing Choice – Kansas City region, which was updated by the previous Community Development Coordinator before retirement. In December 2016, the Fair Housing and Equal Opportunity office at HUD approved the Assessment of Fair Housing (AFH) regional plan which includes Leavenworth.

Improvements to Fair Housing in the City of Leavenworth have been addressed by changes to the City’s website. These improvements emphasize fair housing and how to address a housing discrimination complaint and establishment of a fair housing contact for the City of Leavenworth. Also, the retention of a Rental Property Coordinator help educate the public about fair housing and give them someone to guide housing discrimination complaints.

The City met a long range local fair housing goal that will be providing local transit and will begin providing \$2 rides for a local transportation system within the City limits that is administered by The Guidance Center. This is expected to go live in late Fall of 2022 once the vans are delivered.

CR-40 - MONITORING 91.220 AND 91.230

Describe the standards and procedures used to monitor activities carried out in furtherance of the plan and used to ensure long-term compliance with requirements of the programs involved, including minority business outreach and the comprehensive planning requirements

The City of Leavenworth's Community Development Coordinator conducts at least one on-site monitoring visit for each sub-recipient annually. The Coronavirus and turnover in the Community Development Coordinator role caused monitoring to not be done on-site for the 2021-22 program year. Both CD Coordinators did keep in contact through phone, email and web-based meetings with sub recipients. There were no indications of national objectives and program goals not being met. Sub recipients continued to provide statistical data and proper documentation for reimbursement, as outlined in the agreement with our City. At this time, there is no seen reason why monitoring on-site will be prevented in the coming years.

All contractors paid with CDBG funds are checked in sam.gov for an active registration, current certificate of liability insurance coverage and must have a current Affirmative Action Letter on file with the City.

Work has begun in the Spring of 2022 for Written Standards and Standard of Procedures to be reviewed and updated to ensure long-term compliance in monitoring and all program activities for CDBG and ESG. Renewals and updates are expected to be completed during the 2022-23 program year.

Activities consisting of Home Repair Program, Home Ownership Program, and Neighborhood Stabilization Programs are monitored by the CD Coordinator. Checklists are utilized to ensure all documents and tasks needed are present and were performed. These checklists continue to be updated to meet compliance and efficiency. Electronic file keeping has become a priority for ease of any auditing by HUD.

The City has a current Citizens Participation Plan (updated in May 2020), a Programmatic Agreement with the Kansas State Historic Preservation Office (updated in July 2022) and a Davis-Bacon Handbook (updated in 2017). These materials are referenced when needed to remain in compliance, as well as, communicating with HUD. The 2021 program year had no projects in motion for the City to utilize CDBG funds that included minority business outreach.

Citizen Participation Plan 91.105(d); 91.115(d)

Describe the efforts to provide citizens with reasonable notice and an opportunity to comment on performance reports.

The City's Citizen Participation Plan seeks to provide for and encourage the participation of Leavenworth residents in the development of the City's Assessment of Fair Housing, Consolidated Plan, any substantial amendments to the Consolidated Plan, the associated Annual Action Plans and performance reports.

A survey was conducted in the Fall of 2021 to assess the opinion of the City's housing needs of special populations, public facilities & community improvement, and CDBG activities. Survey results indicated 79.23% who took the survey were residents of the City. The survey was made available online, through social media, local churches, the library and public service agencies. Results were collected and report made by a third party company.

A notice of public hearing was posted in The Leavenworth Times for the 2021 Annual Action Plan. Two public hearings were held virtually, due to the pandemic. The March 8, 2021 public hearing was open to receive public testimony regarding unmet community needs for lower income citizens of Leavenworth and input on the proposed 2021 Annual Action Plan. The final hearing was held on April 12, 2021 and was open to receive public comment for those for or against the final draft of the plan.

The City of Leavenworth published a public notice in The Leavenworth Times on September 7, 2022. The public notice advised that the 2021 CAPER was available upon request from the Community Development Department, available on the City's website and a physical copy was at the Leavenworth Public Library. Public comment could be made at the public hearing on September 12, 2022 or in writing to the Community Development Department by September 23, 2022. Public comments were accepted for the duration of 16 days. No public comments have been received.

Specify the nature of, and reasons for, any changes in the jurisdiction's program objectives and indications of how the jurisdiction would change its programs as a result of its experiences.

Program objectives were not changed, however, changes occurred in amount of awarded funds to qualified applicants to the Home Repair Program due to the rise in cost of repairs and contractors. Low income families/households were awarded up to \$10,000 in home repair versus the \$5,000 in recent years. Moderate income families/households were awarded up to \$8,000 versus the \$3,000 in recent years. The awarded amount of funds is more comparable with cost of supplies and labor which relieved the qualifying applicants from the burden of costs they were unable to afford. The changes assisted in leveraging sustainable housing. These changes in award amounts will remain in place.

Rising costs from contractors, due to economy and effects of the pandemic, will have to continue to be monitored. The City will consider adjustments in the future for projected budgeting in all of its programs, accordingly.

The City exhausted the last of its CV funds during the 2021-22 program year for CDBG and ESG, which gives the current programs and next year's funds an opportunity to get back to full use of the awarded funds for each program and activity without the influence and leveraging of CV funds. In the future, if there should be any further CV funds given to the City then changes will be considered and evaluated for each program. The Community Development Advisory Board will be consulted to discuss provisions using the recent experience of receiving CV funds. It has been found that further documentation in statistical data from the public service agencies will be needed if more CV funds are ever received. In addition, the evaluation of small businesses that receive CV funds would now have a more experienced City with such funds to determine recipients and request of more detailed statistical data for reporting. Detailed goals and outcomes established for CV activities would be made more clear, as well.

The City had a turnover in personnel for the Community Development Coordinator role, as the previous held person retired. While this did not change the program objectives, it did play a role in training and development for the held position to execute potential infrastructure projects, however, the City's Engineering Department did not request CDBG funding for such activities.

Does this Jurisdiction have any open Brownfields Economic Development Initiative (BEDI) grants?

No. The City does not participate in BEDI.

BEDI is a competitive grant program designed to assist cities with the redevelopment of abandoned and underused industrial and commercial facilities, where expansion and redevelopment is burdened by real or potential environmental contamination.

CR-58 – SECTION 3

Identify the number of individuals assisted and the types of assistance provided

Total Labor Hours	CDBG	HOME	ESG	HOPWA	HTF
Total Number of Activities	0	0	0	0	0
Total Labor Hours					
Total Section 3 Worker Hours					
Total Targeted Section 3 Worker Hours					

Table 8 – Total Labor Hours

Qualitative Efforts - Number of Activities by Program	CDBG	HOME	ESG	HOPWA	HTF
Outreach efforts to generate job applicants who are Public Housing Targeted Workers					
Outreach efforts to generate job applicants who are Other Funding Targeted Workers.					
Direct, on-the job training (including apprenticeships).					
Indirect training such as arranging for, contracting for, or paying tuition for, off-site training.					
Technical assistance to help Section 3 workers compete for jobs (e.g., resume assistance, coaching).					
Outreach efforts to identify and secure bids from Section 3 business concerns.					
Technical assistance to help Section 3 business concerns understand and bid on contracts.					
Division of contracts into smaller jobs to facilitate participation by Section 3 business concerns.					
Provided or connected residents with assistance in seeking employment including: drafting resumes,preparing for interviews, finding job opportunities, connecting residents to job placement services.					
Held one or more job fairs.					
Provided or connected residents with supportive services that can provide direct services or referrals.					
Provided or connected residents with supportive services that provide one or more of the following: work readiness health screenings, interview clothing, uniforms, test fees, transportation.					
Assisted residents with finding child care.					
Assisted residents to apply for, or attend community college or a four year educational institution.					
Assisted residents to apply for, or attend vocational/technical training.					
Assisted residents to obtain financial literacy training and/or coaching.					
Bonding assistance, guaranties, or other efforts to support viable bids from Section 3 business concerns.					
Provided or connected residents with training on computer use or online technologies.					
Promoting the use of a business registry designed to create opportunities for disadvantaged and small businesses.					
Outreach, engagement, or referrals with the state one-stop system, as designed in Section 121(e)(2) of the Workforce Innovation and Opportunity Act.					
Other.					

Table 9– Qualitative Efforts - Number of Activities by Program

Narrative

No projects were funded during the program year that would require Section 3 reporting.

Section 3 projects are housing rehabilitation, housing construction, and other public construction projects assisted under HUD programs that provide housing and community development financial assistance when the total amount of assistance to the project exceeds a threshold of \$200,000.

Section 3 is a provision of the Housing and Urban Development Act of 1968. The purpose of Section 3 is to ensure that employment and other economic opportunities generated by certain HUD financial assistance shall, to the greatest extent feasible, and consistent with existing Federal, State, and local laws and regulations, be directed to low- and very low-income persons, particularly those who are recipients of government assistance for housing, and to business concerns which provide economic opportunities to low- and very low-income persons.