

**AGENDA**  
**COMMUNITY DEVELOPMENT ADVISORY BOARD**  
**4:15pm**  
Monday, **April 10, 2023**  
City Hall  
City Commission Chambers  
100 N 5<sup>TH</sup> Street  
Leavenworth, KS

1. Call to order, roll call
2. Vote to approve or disapprove 3-13-23 Meeting Minutes
3. Public Hearing – comments accepted to approve or disapprove of the 2023-24 Annual Action
  - a. Open Public Hearing
  - b. Close Public Hearing
4. Discussion of the 2023-24 Annual Action Plan
5. Vote to submit the 2023-24 Annual Action Plan to City Commission
6. Discussion of possible changes to the Home Repair Program award to qualified applicants & radon testing with mitigation.
7. Members to be reappointed in August 2023
8. Other matters, correspondence. Next meeting expected 9-11-23 for the CAPER.
9. Adjourn



**COMMUNITY DEVELOPMENT ADVISORY BOARD**  
**MONDAY, March 13, 2023, 4:15 P.M.**  
**COMMISSION ROOM, CITY HALL**  
**LEAVENWORTH, KANSAS**

Call to Order:

Chairman Charles Davis called the meeting to order at 4:15 p.m. and a quorum was present.

Board members present in the commission chambers:

Chairman Charles Davis      Vice Chairman Ralph Taylor      Sr Paula Rose Jauernig      Tony Majors      Mary Mack  
Mike Seufert

Board members absent:

Brian Keeley

City Staff members present:

Community Development Coordinator, Julie McKeel

Approval of the February 13, 2023 minutes:

Board Member Mary Mack called a motion to approve the minutes, as presented.  
Seconded by Board Member Ralph Taylor.  
Approved by a vote of 6-0

Public Service Agencies to Present:

- **Casa** – presented by Kelly Meyer  
Three Different Programs serve children who have been a victim of crime, victim of child abuse, or within a custody battle. Programs provide advocacy in the court, ongoing advocacy services, and parenting classes. Tour was offered to CDAB.
  - Questions from CDAB:
    - Board Member Sr Paul Rose Jauernig inquired about the children going to regular school.
    - Board Member Charles Davis requested a “good news” story from each agency.
    - Board Member Ralph Taylor asked if CASA had enough staff and volunteers.
    - Board Member Mary Mack inquired about training for volunteers & clarification on the judge’s decisions.
    - Questions answered by Kelly Meyer.
- **Catholic Charities of NE KS** – Jackson Masoner & Thom Fox  
Thanked CDAB for their support in the past. Different funding sources for rehousing and keeping them housed. Direct financial assistance is provided for utilities to keep people housed. Case Management, stability, budgeting, clothing, household items, application completion, and food pantry served over 10,000 people, home delivery food services for seniors, financial teaching, & employment assistance. 40 volunteers last year. 3 fulltime employees & 3 part time. Inflation on food was expressed.
  - Questions from CDAB:
    - Board Member Charles Davis requested a “good news” story from each agency.

- Board Member Ralph Taylor asked about screening processes for volunteers.
  - Board Member Sr Paul Rose Jauernig inquired about duplication of services from other agencies.
  - Question answered by Jackie Masoner & Thom Fox. Myranda Agnew joined to answer duplication.
- **Leavenworth Interfaith Community of Hope** – Myranda Agnew
 

Main program is the day and night shelter. Served 210 unique individuals this last year. A much younger population has been trending. 27 kids under age of 18 and 20 of them were under the age of 9. Free lunch to entire community and served 17,000 meals last year. Free transportation, just under 1,000 rides. Welcome Central served over 300 clients. 2 full time staff members and 9 part time. On-site case manager for mental health from The Guidance Center. Also, substance abuse case manager, hair-cuts, and free medical care.

  - Questions from CDAB:
    - None
- **The Guidance Center** – Rachel Sweet
 

Only community mental health center regardless of ability to pay & runs the only volunteer crisis unit in Leavenworth. Behavior health therapy and psychiatric services for outpatient, individual, family & school based therapy. Case management, attended care, psychosocial services, crisis services, autism testing, & medication management. Transportation program starts in April. Served 4,270 clients and Leavenworth made up 2,701 of those served last year. Added 5 school based therapists, case manager at the homeless shelter, medication assisted treatment program to help with opioid crisis.

  - Questions from CDAB:
    - Board Member Mary Mack asked if they moved into the Old Cushing Building.
    - Question answered by Rachel Sweet.
- **Alliance Against Family Violence** – Michael Trapp
 

39 year history in Leavenworth as domestic violence and sexual assault service center with 24 hour hotline and emergency shelter that serves as a transitional facility to perm housing. Serve individuals and families. Crisis intervention provided via phone and in person. Support groups, counseling, advocacy services, & medical services. Transportation offered when able, 13 full time staff. Volunteer program training is 40 hours. Agency closed in 2017 and reopened in 2019. 49 served with shelter services and 119 non-residential.

  - Questions from CDAB:
    - Board Member Charles Davis requested a “good news” story from each agency.
    - Question answered by Michael Trapp.
- **Saint Vincent Clinic** – Beth Watkins & Richard Martin
 

99% of patients are uninsured. 27% of patients were unstably housed. Served over 300 patients last year for medical care. Vaccines provided and Covid testing. Pharmaceutical assistance program provided just under \$1million worth of medications to Leavenworth Citizens, 200 patients. Screenings to determine nonmedical needs and connect to resources. Partners with U of St Mary for physical therapy, Cleveland State for chiropractic care, The Guidance Center provides mental health, Leavenworth Interfaith Community of Hope & Catholic Charities.

  - Questions from CDAB:
    - Board Member Charles Davis requested a “good news” story from each agency.
    - Question answered by Beth Watkins.

Discussion of Scoring Sheets & Aggregate:

Mrs. McKeel reviewed the aggregate information of the score sheets to the CDAB Members for them to be able to make decisions on funding. It was expressed this is CDAB’s decision. The funding amount available is \$51,013, in total, for all agencies. CDAB discussed.

Voting on funding:

Tony Majors has recused himself from discussion or voting on funding.

CASA, Leavenworth Interfaith Community of Hope, St Vincent Clinic, The Guidance Center, & Alliance Against Family Violence, to each receive \$8,642.60  
Catholic Charities to receive \$7,800.00

Board Member Mike Seufert called a motion to the agreed funding.  
Seconded by Board Member Sr Paula Rose Jauernig.  
Approved by a vote of 5-0

Discussion of possible changes to PSA application & award:

Mrs. McKeel asked for Board Members to offer changes they may want for next year.  
Board Member Sr Paula Rose Jauernig advised more interested in who are the agencies serving and what they are doing with funds. She would like more information on how many served.  
Mrs. McKeel advised she will make applications clear next year that the applications clearly state the Leavenworth City resident count the agency serves.  
Board Member Tony Majors wants to see the impact and leveraging information made clear.

Discussion of possible changes to Home Repair Program:

Mrs. McKeel shared radon information discussed & how it may create changes to the Home Repair Program.

Other Matters:

Board Member Tony Majors advised he will not be in town for the 4-10-23 meeting. Chairman Charles Davis asked if there was ability to have Tony Majors call in or Zoom. Mrs. McKeel will check with the Public Information Officer. Board Member Mike Seufert may possibly be out of town, as well. Mary Mack may possibly be on vacation.

The Home Ownership Program will be presented at Keller Williams Realty on 3-14-23 by Mrs. McKeel.

The 2023 Annual Action Plan was posted on March 10<sup>th</sup> on the City's website, Leavenworth Public Library, and at the Community Development Office.

Next Meeting:

April 10, 2023 @ 4:15pm with a public hearing for approval or disapproval of the 2023 Annual Action Plan.

With no further discussion, the meeting adjourned.

Board Member Sr Paul Rose Jauernig motioned to adjourn.  
Board Member Mary Mack second.  
Approved by a vote of 6-0

Meeting adjourned at 5:41 p.m.  
Minutes taken by Community Development Coordinator, Julie McKeel

# Annual Action Plan 2023-2024

## Community Development Block Grant Leavenworth, Kansas



This plan was prepared by the Community Development Department, City of Leavenworth, City Hall, 100 N. 5<sup>th</sup> 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](mailto:jhurley@firstcity.org) or [julie.mckeel@firstcity.org](mailto:julie.mckeel@firstcity.org)

# 2023-24 ANNUAL ACTION PLAN SYNOPSIS

COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAMS

LEAVENWORTH, KANSAS

JULY 1, 2023-JUNE 30, 2024

\$340,093 ENTITLEMENT

## SYNOPSIS

Entitlement award is expected to be \$340,093 for the CDBG 2023 Program Year, as projected by HUD on February 27, 2023. Actual award differing from projection will be distributed pro-rata while abiding by HUD requirements and the City's Citizen Participation Plan. This summary sets forth the proposed budgets for activities funded with CDBG 2023 Program Year funds and is the second year of the 2022-2026 Consolidated Plan.

### 1. Administration

Departmental administration supports one full-time position and operating expenses that HUD requirements limit to 20% of the entitlement award.

Total budget: **\$68,018**

### 2. Public Service Agencies

The following Public Service Agencies will provide services to help Leavenworth's lower income families become self-sufficient. The agencies work closely together to share knowledge and resources in order to assist low and moderate income clientele of our community. Through these agencies, low and moderate income citizens are served with medical and mental health, education, food, clothing, substance abuse and sheltering needs, as well as, individual agency wrap around services. CDBG will provide rent and/or utility reimbursement to the agency's location in our City to support the agencies in their services. HUD requirements limit grants of this nature to 15% of the total entitlement.

Total budget: **\$51,013**

**a. Catholic Charities of Northeast Kansas (CCNEKS)**

CCNEKS operates a family support center and serves as a referral agency meeting the needs of vulnerable households resolving crises and supporting long term solutions through food assistance with their food pantry, clothing, direct financial rental and utility assistance, case management, financial education and employment support to prevent homelessness. CCNEKS will be reimbursed for the facility's utilities at 716 N 5<sup>th</sup> Street in Leavenworth.

**\$7,800**

**b. Court Appointed Special Advocates (CASA)**

CASA is an organization that advocates, under court order, for children who have been abused and/or neglected. Services include forensic interviews, providing referrals, mental health care, safe child exchange, and assisting to ensure needed services are established by trained volunteers and multidisciplinary team members. CASA will be reimbursed for the facility's rent at 100 S 5<sup>th</sup> Street in Leavenworth.

**\$8,642.60**

**c. St. Vincent's Clinic (SVC)**

SVC provides primary health care services to low income adults for general medical care, specialty care, and needed medications to the City's uninsured working families. SVC will be reimbursed for the facility's utilities at 818 N 7<sup>th</sup> Street in Leavenworth, however, if SVC moves within City limits during the 2023 grant year then they can be reimbursed for rent or utilities at the new location.

**\$8,642.60**

**d. Leavenworth Interfaith Community of Hope (LICOH)**

LICOH provides assistance for community members that struggle with homelessness with use of a night shelter, day center, and resources to those in our community with needs for clothing, food, assistance with rent/utilities, and obtaining their own personal documents for identification. LICOH will be reimbursed for the facility's utilities at 310 Kiowa Street in Leavenworth.

**\$8,642.60**

**e. The Guidance Center (TGC)**

TGC provides mental health services, outpatient therapy, emergency services, medication management, psychosocial groups, case management, supported employment, substance abuse, attendant care, and respite care to community members regardless of their ability to pay at 500 Limit St. TGC will be reimbursed for the facility’s utilities at 500 Limit Street in Leavenworth.

**\$8,642.60**

**f. The Alliance Against Family Violence(AAFV)**

AAFV operates an emergency shelter for survivors of domestic violence, sexual assault, human trafficking, and stalking at an undisclosed location for the protection of those they serve. AAFV will be reimbursed for the facility’s utilities at their undisclosed location in Leavenworth.

**\$8,642.60**

**3. Housing Programs:**

**a. Home Repair Program / Home Accessibility Program**

The City consolidates three categories of minor repairs or replacement for emergency, exterior, and weatherization into one major category, which provides up to \$10,000 to income qualified homeowners focusing on health and safety. Qualified applicant grant amount is dependent upon income level utilizing the current HUD Income Limits. Some examples of work include roofing, insulation, heating, cooling, plumbing, and code violations. Many homeowners have felt the effects of the economy and can no longer stretch their budgets to include home repairs; therefore, this program remains very popular. Handicap accessibility is available to qualified applicants that may or may not own their own home. Procedural approval from the landlord/homeowner is required if the qualified applicant is a renter.

Total budget:

**\$90,000**



**b. Home Ownership Program**

This activity awards funds for 50% down payment and then closing costs and/or principal or interest buy-down to low and moderate income qualified applicants. The home must be able to pass an HQS inspection, be located in Leavenworth City limits, and cannot be in the 100 year flood plain. Processing & Underwriting Guidelines must be abided by to assure the funds are utilized as a benefit for the buyer’s principal and specific closing costs. Qualified applicant grant amount is dependent upon income level utilizing the current HUD Income Limits. Award is 5%, but no more than \$5,000 for moderate income and 8%, but no more than \$8,000 for low income.

Total budget: **\$50,000**

**4. Neighborhood Stabilization:**

**a. Removal of dangerous structures**

Spot blight removal has been an ongoing project in the City for many years. The structures removed are beyond economic viability for rehabilitation and cause various problems in the neighborhoods in which they exist. This activity assists in safety for the City’s citizens.

Total budget: **\$37,000**

**b. Infrastructure**

Infrastructure funds will repair and/or add sidewalks with ADA compliance in areas where more than 51% of residents are low/mod income. Results will provide a safe walking link to community facilities. Streets and sewer have been approved in the 5 Year Consolidated Plan within this category, however, sidewalks have been identified as the expected project.

Total budget: **\$44,062**

# EXECUTIVE SUMMARY

AP-05 EXECUTIVE SUMMARY - 24 CFR 91.200(C), 91.220(B)

## 1. Introduction

The 2023 Annual Action Plan (AAP) sets forth the proposed budgets and activities to be performed during the second year of the 2022-26 Consolidated Plan. National objectives to be met during the 2023 program year are:

- meeting urgent community need
- benefit low and moderate income persons
- prevention or elimination of slums or blight

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

The City of Leavenworth has developed goals and priorities based on projected funding for the 2023-24 program year, citizen input and data assembled for the 2022-26 Consolidated Plan. The City will continue programs that assist low and moderate income residents, sustain and improve their housing through home repairs and accessibility modifications with use of the Home Repair Program. Due to the City having over 50% rental housing, we encourage home ownership through our Home Ownership Program that provides assistance in half of a down payment, closing costs, and/or interest rate buy-down. The City's Code Enforcement actively vets out dangerous structures in the community and works toward their elimination for public safety. Public service agencies are funded rent or utility reimbursement of their agency location for them to serve the low and moderate income residents by providing basic needs and wrap around services to clientele. Infrastructure needs have been identified in the northeast section of the City for safe sidewalks to be created and/or replaced.

## 3. Evaluation of past performance

Leavenworth became an entitlement city for Community Development Block Grant funds in 1984. The City of Leavenworth has a successful history of administering federal programs by professional City staff and through community agency partnerships. Results of Leavenworth's activities are reported using the Consolidated Annual Performance and Evaluation Report (CAPER) and can be found on the City's website. The City supports qualified non-profit public service agencies by applying and administering Emergency Solutions Grant (ESG) funding from Kansas Housing Resource Corporation (KHRC).

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

Abiding by the City's Citizen Participation Plan, the City holds hearings at a time and location convenient to potential and actual beneficiaries and with accommodation for persons with disabilities, as well as, provide a qualified interpreter at the public hearing to accommodate the needs of these residents. Citizens can file an ADA Grievance to the City Manager via phone or online, <https://www.leavenworthks.org/citymanager/webform/report-ada-grievance> .

The City of Leavenworth uses a variety of formats for consultation and participation including traditional public hearings, newspaper notices, website postings, televising the City Commission Meetings, Community Development Advisory Board meetings, as well as, the City's many other board meetings.

City staff directly contacted public service agencies, Leavenworth Public Housing Authority, community churches, government agencies and local agencies for participation and input for the 2022-26 Consolidated Plan. The City uses electronic media and the local newspaper for publication notification to ask for public testimony regarding unmet community needs for low/moderate income persons of Leavenworth for this 2023-24 AAP. This public notification was posted on January 6, 2023 that a public hearing would take place on February 13, 2023.

On March 9, 2023 another public notification was posted advising this 2023-24 AAP will be available as of March 10, 2023 at the Community Development Office, the local public library, and on the City's website. A public hearing was held on April 10, 2023 for approval or disapproval of the 2023-24 AAP.

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

A copy of the minutes from the public hearings on February 13, 2023 and April 10, 2023 will be attached to this AAP when submitted to HUD.

The February 13, 2023 public hearing had one speaker for public comment expressing handicap accessibility or making physical improvements to nonprofit organizations and social service agencies in the City. Opinion was expressed that funds would be available if it was reconsidered that the nonprofit sector is an important sector for economic development or if another funding source was identified. Another city was referenced on their approach to this subject. City staff reviewed the comment and the referenced city's resources, which is an entitlement city that receives approximately five times the HUD funding than Leavenworth receives. The speaker was met with to review CDBG public service agency caps, as well as, an alternative funding source and has already spoke with the appropriate City staff regarding economic development grants that nonprofit agencies are not eligible to receive. No written comments were received.

The April 10, 2023 public hearing results will be updated to this AAP.

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

All comments will always be accepted, regardless of content.

**7. Summary**

This 2023 AAP allocates funding for projects that address the priorities identified in the 2022-26 Consolidated Plan. The City of Leavenworth prepared the 2022-26 Consolidated Plan to strategically implement its CDBG programs and use funding to provide services that are responsive to the priorities identified in the citizen survey and public comments related to housing, removal of dangerous structures, and public services funding.

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

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

Agency Role	Name	Department/Agency
Lead Agency	LEAVENWORTH	
CDBG Administrator	LEAVENWORTH	Planning and Community Development

Table 1 – Responsible Agencies

**Consolidated Plan Public Contact Information**

**City of Leavenworth**

100 N. 5th St

Leavenworth, KS 66048

**Planning and Community Development Director, Julie Hurley**

[jhurley@firstcity.org](mailto:jhurley@firstcity.org)

913-680-2616

**Community Development Coordinator, Julie McKeel**

[Julie.mckeel@firstcity.org](mailto:Julie.mckeel@firstcity.org)

913-680-2628

## 1. Introduction

The City is committed to working and communicating with local public service agencies, service providers, and other entities to create solutions to best address the needs of the City. The City has listed these participants on Table 2.

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

The City promotes citizen participation and notification by utilizing social media and televising all City Commission Meetings, Community Development Advisory Board Meetings, as well as, every City board that meets on the local channel 2, as one form of communication to keep the public informed. The agenda packets for these meetings are shared on the City’s website and social media to advise the public of subject matter, time, and location. Public hearing notifications are also posted in the local newspaper. Meetings are conducted at City Hall, which has ADA compliant entry. Anyone who requires an auxiliary aid or service for effective communication, or a modification of policies and procedures to participate in a City program, service, or activity can contact the applicable City department or ADA Coordinator, City Manager Paul Kramer, 48 hours prior to the meeting or event.

Partnerships with the local service providers, agencies and governmental groups provide an opportunity for joint problem. City staff attends the monthly Leavenworth County Human Service Council (LCHSC) meetings to communicate and be advised of activities and needs of the 32 agencies that are members. When needed, the City presents information to LCHSC about use of ARPA funds, economic development, and transportation service updates for the agencies to be aware of resources and growth within the City that better assist these agencies to provide wrap around services. Leveraging off one another is encouraged to provide the best available services to our citizens.

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

Agencies in the City, that provide homelessness services, set the parameters for participation in their programs, which are typically below the HUD threshold for low income. Leavenworth

Interfaith Community of Hope, Catholic Charities of NE KS, and partnering agencies in the City meet on a regular basis and annually devise plans regarding Point-In-Time (PIT) homeless count efforts.

City staff attends monthly Kansas Balance of State Continuum of Care meetings for the NE Region to maintain partnerships and to continue to be aware of the challenges homelessness has in Leavenworth, in order to better service the agencies.

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

ESG allocations are determined by an application process to the Kansas Housing Resource Corporation (KHRC). The City provides administrative oversight for the projects that qualified agencies can apply for funding. Performance standards, evaluations, and HMIS administration are conducted by KHRC, however, as part of administering the grant, the City will monitor.

The City's Standard of Procedures and Written Standards for ESG funds were reviewed and approved by KHRC in January 2023 during a monitoring. These practices will be utilized until otherwise directed by KHRC. The City requires for its ESG sub-awardees to follow the current ESG Handbook and applicable ESG regulations. Any sub-awardee of the City must abide by the Kansas Balance of State Continuum of Care Written Standards.

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

Table 2 – Agencies, groups, organizations who participated

1	<b>Agency/Group/Organization</b>	CATHOLIC CHARITIES OF NE KANSAS
	<b>Agency/Group/Organization Type</b>	Housing Services - Housing Services-Elderly Persons Services-Persons with Disabilities Services-homeless Services-Education Services-Employment
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Strategy Non-Homeless Special Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Input requested about service provided, data collection, and current/future plans. Currently receives CDBG and ESG funding from the City.
2	<b>Agency/Group/Organization</b>	Leavenworth Interfaith Community of Hope
	<b>Agency/Group/Organization Type</b>	Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-homeless Services-Health Services-Education Services-Employment
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Strategy Non-Homeless Special Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Input requested about service provided, data collection, and current/future plans. Currently receives CDBG funding from the City.



3	<b>Agency/Group/Organization</b>	SAINT VINCENT CLINIC
	<b>Agency/Group/Organization Type</b>	Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-Persons with HIV/AIDS Services-Victims of Domestic Violence Services-homeless Services-Health Health Agency
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homelessness Strategy Non-Homeless Special Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Input requested about service provided, data collection, and current/future plans. Currently receives CDBG funding from the City.
4	<b>Agency/Group/Organization</b>	The Guidance Center
	<b>Agency/Group/Organization Type</b>	Housing Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-Persons with HIV/AIDS Services-Victims of Domestic Violence Services-homeless Services-Health Services-Education Health Agency
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homelessness Strategy Non-Homeless Special Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Input requested about service provided, data collection, and current/future plans. Currently receives CDBG funding from the City.

5	<b>Agency/Group/Organization</b>	COURT APPOINTED SPECIAL ADVOCATES
	<b>Agency/Group/Organization Type</b>	Services-Children Services-Victims of Domestic Violence Services-Education Services - Victims Child Welfare Agency
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homeless Needs - Families with children Non-Homeless Special Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Input requested about service provided, data collection, and current/future plans. Currently receives CDBG funding from the City.
6	<b>Agency/Group/Organization</b>	ALLIANCE AGAINST FAMILY VIOLENCE
	<b>Agency/Group/Organization Type</b>	Housing Services-Children Services-Victims of Domestic Violence Services-homeless Services - Victims
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homeless Needs - Families with children Non-Homeless Special Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Input requested about service provided, data collection, and current/future plans.
7	<b>Agency/Group/Organization</b>	The Salvation Army
	<b>Agency/Group/Organization Type</b>	Housing Services - Housing Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-Victims of Domestic Violence Services-homeless
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homelessness Strategy Non-Homeless Special Needs

	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Input requested about service provided, data collection, and current/future plans.
9	<b>Agency/Group/Organization</b>	Leavenworth Housing Authority
	<b>Agency/Group/Organization Type</b>	PHA
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Public Housing Needs Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Input requested about service provided, data collection, and current/future plans.
10	<b>Agency/Group/Organization</b>	Dept. of Veteran Affairs
	<b>Agency/Group/Organization Type</b>	Housing Services-Elderly Persons Services-Persons with Disabilities Services-homeless Services-Health Services-Education Services-Employment
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Input requested about service provided, data collection, and current/future plans.
11	<b>Agency/Group/Organization</b>	Grossman Center
	<b>Agency/Group/Organization Type</b>	Services-Health Services-Education Health Agency

	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homelessness Strategy Non-Homeless Special Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Input requested about service provided, data collection, and current/future plans.
12	<b>Agency/Group/Organization</b>	Department for Families and Children
	<b>Agency/Group/Organization Type</b>	Services-Children Services-Elderly Persons Services-Victims of Domestic Violence Services-Health Child Welfare Agency Other government - State
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homelessness Strategy Non-Homeless Special Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Input requested about service provided, data collection, and current/future plans.
13	<b>Agency/Group/Organization</b>	Council on Aging
	<b>Agency/Group/Organization Type</b>	Services-Elderly Persons Services-Persons with Disabilities Services-homeless Services-Education
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homelessness Strategy Non-Homeless Special Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Input requested about service provided, data collection, and current/future plans.

14	<b>Agency/Group/Organization</b>	Northeast Kansas CAP
	<b>Agency/Group/Organization Type</b>	Services-Elderly Persons Services-Persons with Disabilities Services-Education Services-Employment
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Non-Homeless Special Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Input requested about service provided, data collection, and current/future plans.
15	<b>Agency/Group/Organization</b>	Local Internet & Broadband Companies
	<b>Agency/Group/Organization Type</b>	Services - Broadband Internet Service Providers Services - Narrowing the Digital Divide
	<b>What section of the Plan was addressed by Consultation?</b>	internet/broadband/fiber optic
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Internet providers continue to work with the City's Public Works for installation of fiber optic, as well as, offering discounted rates for low income households.
16	<b>Agency/Group/Organization</b>	Leavenworth County Emergency Management
	<b>Agency/Group/Organization Type</b>	Agency - Emergency Management
	<b>What section of the Plan was addressed by Consultation?</b>	Homelessness Strategy Non-Homeless Special Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Meets with the City's Fire, Police, & Public Works all year. The agencies work together to accomplish a response and recovery processes including self-preparedness for emergent events.
17	<b>Agency/Group/Organization</b>	FEMA
	<b>Agency/Group/Organization Type</b>	Agency - Managing Flood Prone Areas Agency - Management of Public Land or Water Resources Other government - Federal
	<b>What section of the Plan was addressed by Consultation?</b>	Public Housing Needs Economic Development

	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The City's Engineering utilizes FEMA for the 100yr flood plain mapping to assure no building occurs to uphold public safety & sustainable housing. Storm water resources, training & education are ongoing to localize flooding.
18	<b>Agency/Group/Organization</b>	City of Leavenworth
	<b>Agency/Group/Organization Type</b>	Other government - Local
	<b>What section of the Plan was addressed by Consultation?</b>	2022-26 Con Plan & its creation
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The City's Community Development, Code Enforcement, Rental Property Coordinator, Public Works, Engineering, Inspections, Police, & Fire are many of the departments of the City consulted for their designated role and strategic input of this AAP and the Con Plan. The Community Development Advisory Board offers input and voting of funds.
19	<b>Agency/Group/Organization</b>	The Leavenworth Mission
	<b>Agency/Group/Organization Type</b>	Services-Homeless Other-Food Pantry
	<b>What section of the Plan was addressed by Consultation?</b>	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Input requested about service provided, data collection, and current/future plans.

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

The City of Leavenworth did not exclude any specific group or individuals from being consulted.

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

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	Kansas Statewide Homeless Coalition	Strategic goals align for services provided. Coordination in terms of homeless program delivery and strategic planning.
ESG	Kansas Housing Resource Corporation	The City is a recipient of ESG funding that sub-awards to Catholic Charities of NE KS for Rapid Rehousing and Homeless Prevention. The City will apply and sub-award to qualified agencies for qualified programs.

Table 3 – Other local / regional / federal planning efforts

**Narrative**

The majority of service providers and public service agencies that were consulted for the 2022-26 Consolidated Planning have been involved in some type of consultation for this AAP during numerous meetings and other forums. The City promotes and encourages positive community collaboration.

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

The City of Leavenworth reached out in five different ways to contact residents for input, as well as, approval or disapproval of the 2023 Annual Action Plan. This year’s Annual Action Plan is the second year of the 2022-26 Consolidated Plan, which was prepared with use of an internet survey using Survey Monkey. The survey was promoted via public hearing, City Website, Facebook, Instagram, newspaper, and Next Door.

**Citizen Participation Outreach**

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/ attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
1	Public Hearing	Non-targeted/ broad community	Residents were given the opportunity to speak regarding unmet need for low and moderate income persons on 2-13-23 at City Hall, handicap accessible location, and those with language barriers could contact the City to arrange an interpreter.	One speaker expressed ADA compatibility funding needed for non profit organizations and the desire for non profits to be viewed as economic development businesses.	All comments will always be accepted, regardless of content.	



Sort Order	Mode of Outreach	Target of Outreach	Summary of response/ attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
2	Public Hearing	Non-targeted/broad community	Residents were given the opportunity to speak for or against the 2023-24 Annual Action Plan on 4-10-23 at City Hall, handicap accessible location, and those with language barriers could contact the City to arrange an interpreter.	TBD	All comments will always be accepted, regardless of content.	
3	Internet Outreach	Non-targeted/broad community	Advertised upcoming Community Development Advisory Board Meetings and City Commission Meetings with dates, location and agenda packets. Video and minutes of meetings were posted to the City's website.	N/A	All comments will always be accepted, regardless of content.	<a href="https://www.leavenworthks.org/">https://www.leavenworthks.org/</a>

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/ attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (if applicable)
4	Newspaper Ad	Non-targeted/broad community	Legal notices were posted in the local newspaper, The Leavenworth Times, to encourage participation in the hearings and/or to give public comment.	It is unknown if this method of outreach generated comment received.	All comments will always be accepted, regardless of content.	
5	Facebook	Non-targeted/broad community	The City's Public Information Officer posts notification of Community Development Advisory Board Meetings and City Commission Meetings to inform residents of public hearing opportunities and notifications.	It is unknown if this method of outreach generated comment received.	All comments will always be accepted, regardless of content.	<a href="https://www.facebook.com/CityofLeavenworthKS">https://www.facebook.com/CityofLeavenworthKS</a>

Table 4 – Citizen Participation Outreach

## EXPECTED RESOURCES

AP-15 EXPECTED RESOURCES – 91.220(C)(1,2)

### Introduction

The 2023 program year begins on July 1, 2023 and ends on June 30, 2024. HUD announced the allocation amount of entitlement funds on February 27, 2023 and the City’s expected allocation is \$340,093. The *Expected Amount Available Remainder of Con Plan* is the average of the last eleven years of entitlement funds, \$328,225, multiplied by three to represent the remaining three years of the 2022-26 Consolidated Plan. Program Income is not expected, but if received it would be from paying off liens of persons breaking lien agreements who participated in the Home Ownership or Home Repair Programs or past demos.

It is anticipated that prior year funds from 2021 and 2022, as well as any other unexpected resources, will be planned for use in the 2023 activities. Caps to public service agencies and administration will be abided by and only 2023 funds will be available for such activities.

### Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	340,093	0	335,000	675,093	984,676	Funding will be used to advance priorities identified in the 2022-26 Consolidated Plan.

Table 5 - Expected Resources – Priority Table

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

Program Income is not expected to occur, but will be reported to HUD if received. Program Income possibilities have been minimized down to paid off liens from persons breaking lien agreements who participated in the Home Ownership or Home Repair Programs or past demos.

The City will partner with agencies in the Public Service category to award the maximum amount of 15% entitlement fund, \$51,013. Public Service Agencies assist low/moderate income residents. Each agency has additional community funds and other grants so that CDBG is not the sole source of funding. These sources will be recognized in the 2023 CAPER to capture the entirety of funding and sources.

The City will require sub-awarded agencies to provide matching funds, as required by KHRC, that receive the Emergency Solutions Grant. In lieu of a 2022 ESG award, KHRC awarded the 2021 ESG to be extended for Catholic Charities of NE KS with Homeless Prevention and Rapid Rehousing, as well as implementation into HMIS in the amount of \$42,000. The expectation is that KHRC will continue to approve the annual grant application that Catholic Charities submits and provide equivalent funding for the 2023 program year. There is possibility that another local agency will apply for ESG this program year. If the application is approved, that agency will be required to produce matching resources, as well.

Allocation of \$600,000 in ARPA funds to Leavenworth Attainable Housing, from the City, is for use of acquisition of two houses and construction of two separate duplexes to assist with the housing needs of low and moderate income citizens.

Additional funds from the City assist in leveraging many projects that are supported with CDBG funds. Multiple City Departments play a role in leveraging with their expertise and services. Inspections Department provides the CDBG Home Repair Program an initial inspector to help assess safety and repair needs to qualified applicants. The Engineering Department provides the planning and development of potential infrastructure projects. Code Enforcement assists to identify slum and blighted properties. The City Planner has cross trained to assist in Environmental Reviews for CDBG funded projects.

Leavenworth Housing Authority (LHA) has 130 VASH vouchers and there is a short waiting list for the veterans to utilize these vouchers. LHA is currently assisting 250 families with the Housing Choice Program/Section 8 with 450 on the waiting list. These voucher programs will assist in the homelessness in our City. Also, Public Housing Capital Fund is received by LHA and

is currently higher to date than ever at \$200,495.00. It is expected to be received every year during the Consolidated Plan period and will assist in the safety of the tenants for sustainable housing.

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

While the City owns several parks and buildings that are improved and maintained, there is no identified land or property that would be addressing needs of the 2022-26 Consolidated Plan, at this time.

**Discussion**

Community agencies provide additional funds to match CDBG and ESG funds to broaden the reach to community residents in need. Leavenworth Housing Authority continues to manage voucher programs for housing to low and moderate income families, as well as, use of the Public Housing Capital Fund. The City has allocated ARPA funding to prevent homelessness and help address sustainable housing for low and moderate income persons. The City has staff from multiple departments that play a role in CDBG fund usage while utilizing their own department's budget.

# ANNUAL GOALS AND OBJECTIVES

## AP-20 Annual Goals and Objectives

### Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Home Repair	2022	2026	Affordable Housing Non-Homeless Special Needs	City of Leavenworth	Home Repair	CDBG: \$90,000	Homeowner Housing Rehabilitated: 10 Household Housing Unit
2	Public Services Agencies	2022	2026	Non-Housing Community Development	City of Leavenworth	Public Service Agencies	CDBG: \$51,013	Public service activities for Low/Moderate Income Housing Benefit: 8000 Households Assisted
3	Home Ownership Assistance Program	2022	2026	Affordable Housing	City of Leavenworth	Home Ownership Assistance Program	CDBG: \$50,000	Direct Financial Assistance to Homebuyers: 5 Households Assisted
4	Neighborhood Stabilization	2022	2026	Non-Housing Community Development	City of Leavenworth	Neighborhood Stabilization	CDBG: \$81,062	Buildings Demolished: 5 Buildings
5	Program Administration	2022	2026	Administration	City of Leavenworth		CDBG: \$68,018	Other: 1 Other

Table 6 – Goals Summary

## Goal Descriptions

1	<b>Goal Name</b>	Home Repair
	<b>Goal Description</b>	Home repairs for low and moderate income homeowners including emergency repairs, weatherization and minor exterior repairs to owner occupied homes in Leavenworth City.
2	<b>Goal Name</b>	Public Services Agencies
	<b>Goal Description</b>	Public Service Agencies in the community provide needed assistance in Leavenworth City. Services include housing assistance, utility assistance, mental health services and substance abuse counseling. Awarded funds to agencies will provide rent and/or utility assistance to the agency, itself.
3	<b>Goal Name</b>	Home Ownership Assistance Program
	<b>Goal Description</b>	Home buyer assistance for down payment and associated purchase costs provided for low and moderate income individuals and families for homes in the City of Leavenworth.
4	<b>Goal Name</b>	Neighborhood Stabilization
	<b>Goal Description</b>	Structurally unsound and uninhabitable structures will be removed for the safety and security of the City of Leavenworth's community. Infrastructure projects will consist of sidewalks replacement, as needed, for community safety and ADA compliance. Streets and sewer lines have been identified as potential infrastructure projects for this goal in the Consolidated Plan.
5	<b>Goal Name</b>	Program Administration
	<b>Goal Description</b>	Program oversight for CDBG and ESG grants for the City of Leavenworth.

# PROJECTS

AP-35 PROJECTS – 91.220(D)

## Introduction

Below are the projects for the second year of the 2022-2026 Consolidated Plan. A housing and community development survey conducted in late 2021 identified housing and public service needs with homelessness and severe mental illness being the strongest opinion of needing additional resources.

## Projects

#	Project Name
1	Home Repair
2	Home Ownership Assistance Program
3	Public Service Agencies
4	Neighborhood Stabilization
5	Administration

Table 7 - Project Information

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

The allocation priorities in the 2023 AAP directly relate to the needs identified in the 2022-2026 Consolidated Plan. Needs include, affordable housing, public services, homeless person services, infrastructure needs and blight elimination. The 2023 allocation is \$2,000 more than the 2022 allocation. Allocation was distributed somewhat like the previous year.

Affordable housing continues to be a great obstacle for many residents and homeownership remains low at 51%. Fort Leavenworth soldiers are offered BAH funding to live off the confinements of the Fort putting greater pressure on the rental market for those citizens that do not have equivalent benefits. The combination of the Fort's BAH benefit, current housing market interest rates and housing market, in general, causes great strain on renters in the City. The Home Repair Program will assist in providing sustainable and affordable housing, however, radon testing and mitigation will need to be worked into the program as the City has been identified as being located in Zone 1. The Home Ownership Program will assist in purchasing of permanent housing. Interest rates continue to climb, as well as the housing



market creating the purchase of a home for low to moderate income persons difficult.

Public service agencies that applied and approved for funding with CDBG funds will assist in addressing the mental illnesses and homelessness, as well as other community needs. The City now has a detox facility for substance abuse that is administered by The Guidance Center and has recently opened. Last year's loss of Cushing Hospital closing their doors, eliminating a birthing center in our City, will likely cause a new obstacle to address in the near future.

Neighborhood Stabilization could possibly have contractor availability issues due to the strain on lack of employees and back logs of jobs. This will be monitored closely when those projects are planned and will have to be evaluated immediately at the beginning of planning, as these possibilities can change easily with economic changes.

**Project Summary Information**

1	<b>Project Name</b>	Home Repair
	<b>Target Area</b>	City of Leavenworth
	<b>Goals Supported</b>	Home Repair
	<b>Needs Addressed</b>	Home Repair
	<b>Funding</b>	CDBG: \$90,000
	<b>Description</b>	Home repairs of low and moderate income homeowners including emergency repairs, weatherization and minor exterior repairs.
	<b>Target Date</b>	
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Approximately 6 low-income families and 4 moderate-income families will benefit from this program.
	<b>Location Description</b>	Projects will occur within the corporate limits of the City of Leavenworth.
	<b>Planned Activities</b>	Minor home repairs including emergency repairs and handicap accessibility.
2	<b>Project Name</b>	Home Ownership Assistance Program
	<b>Target Area</b>	City of Leavenworth
	<b>Goals Supported</b>	Home Ownership Assistance Program
	<b>Needs Addressed</b>	Home Ownership Assistance Program
	<b>Funding</b>	CDBG: \$50,000
	<b>Description</b>	Homebuyer assistance for down payment and associated purchase costs provided to low and moderate income individuals or families.
	<b>Target Date</b>	6/30/2024
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Approximately 2 low-income and 3 moderate-income individuals or families will benefit from this program.
	<b>Location Description</b>	Projects will occur within the City of Leavenworth corporate limits.
	<b>Planned Activities</b>	Provide down payment and associated purchase costs to low and moderate income individuals or families.
3	<b>Project Name</b>	Public Service Agencies
	<b>Target Area</b>	City of Leavenworth

	<b>Goals Supported</b>	Public Services Agencies
	<b>Needs Addressed</b>	Public Service Agencies
	<b>Funding</b>	CDBG: \$51,013
	<b>Description</b>	Community public service agencies provide needed assistance in Leavenworth. Agency services include housing assistance, utility assistance, mental health and substance abuse.
	<b>Target Date</b>	6/30/2024
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Public service agencies will assist approximately 8,000 persons in Leavenworth.
	<b>Location Description</b>	Agencies will offer services within the City of Leavenworth corporate limit.
	<b>Planned Activities</b>	Agencies are awarded rent or utility reimbursement for their agency location.
<b>4</b>	<b>Project Name</b>	Neighborhood Stabilization
	<b>Target Area</b>	City of Leavenworth
	<b>Goals Supported</b>	Neighborhood Stabilization
	<b>Needs Addressed</b>	Neighborhood Stabilization
	<b>Funding</b>	CDBG: \$81,062
	<b>Description</b>	Structurally unsound and uninhabitable structures will be removed for the safety and security of the City of Leavenworth's community. Infrastructure projects will consist of sidewalks replacement, as needed, for community safety and ADA compliance. Streets and sewer lines have been identified as potential infrastructure projects for this goal in the Consolidated Plan.
	<b>Target Date</b>	6/30/2024
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Low and moderate income families will be assisted with these projects. The estimate of the number will vary upon needs that arise.
	<b>Location Description</b>	These activities will take place within the City of Leavenworth corporate limits.
	<b>Planned Activities</b>	Structurally unsound and uninhabitable structures will be removed for the safety and security of the surrounding neighborhoods. Streets, sidewalks, and sewer lines will be replaced as needed for community safety.
<b>5</b>	<b>Project Name</b>	Administration
	<b>Target Area</b>	City of Leavenworth
	<b>Goals Supported</b>	Program Administration
	<b>Needs Addressed</b>	

<b>Funding</b>	CDBG: \$68,018
<b>Description</b>	Management of all projects and their activities including monitoring, compliance, reporting, and closeout. This activity includes Fair Housing activities and planning studies for compliance of programs.
<b>Target Date</b>	6/30/2024
<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Program Delivery.
<b>Location Description</b>	Project will occur within the corporate limits of the City of Leavenworth unless travel is required.
<b>Planned Activities</b>	Administration of CDBG projects and Fair Housing activities.

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

The City of Leavenworth does not target a specific geographic area or areas of minority concentration for special funding in the 2023-24 program year.

The City does have an Opportunity Zone in the north east corner of the City that could potentially be a future location of an infrastructure project. Opportunity Zones are economically distressed communities, defined by individual census tract, nominated by America’s governors, and certified by the U.S. Secretary of the Treasury via his delegation of that authority to the Internal Revenue Service.

Qualified applicants for the Home Ownership Assistance Program and Home Repair Program are partially evaluated for qualification based on the current HUD income limits. ESG funded activities such as, Rapid Re-Housing, homeless prevention, and public service programs are offered to all city residents who qualify for those services.

Blight removal is determined based on structures identified by the Code Enforcement officers, presented by the City Planner and approved for removal by the City Commission. The public infrastructure projects are selected by the Public Works and Planning Departments based on priority.

**Geographic Distribution**

Target Area	Percentage of Funds
City of Leavenworth	100

Table 8 - Geographic Distribution

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

We are not choosing to invest geographically, but rather the entirety of the City.

**Discussion**

The CDBG program is not targeted. It reaches any low and moderate income resident needing assistance.

# AFFORDABLE HOUSING

AP-55 AFFORDABLE HOUSING – 91.220(G)

## Introduction

Affordable housing is addressed in several ways to meet the needs of the low income population. Home Repair helps low to moderate income home owners remain in their home. It also strives to provide decent, safe and sanitary requirements for a healthy home and prevents potential homelessness. The Home Ownership program provides assistance for low to moderate income residents to move from rental to ownership, often lowering their overall housing costs and satisfies attainable and sustainable housing needs. Funding to public service agencies that assist the homeless provides support for Leavenworth housing and wrap around services.

These estimates do not include the provision of emergency shelter, transitional shelter or social services, but do reflect the estimated outcome of the City’s CDBG Home Repair and Home Ownership program activities.

One Year Goals for the Number of Households to be Supported	
Homeless	0
Non-Homeless	15
Special-Needs	0
Total	15

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

One Year Goals for the Number of Households Supported Through	
Rental Assistance	0
The Production of New Units	0
Rehab of Existing Units	10
Acquisition of Existing Units	5
Total	15

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

## Discussion

During the 2023-24 program year, the City will continue investing in home repairs and home ownership as ways to assist low income residents with their housing costs. The City will also continue to work with the community’s public service agencies to provide services to the homeless.

## **Introduction**

The Leavenworth Housing Authority (LHA) has designated a small public housing agency with decision making authority for budget, personnel and policy adoption resting with the City Commission. Leavenworth provides a 105 unit high-rise (Planters II) for those over 65 and disabled persons. LHA is also 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. The LHA also administers 120 VASH vouchers for the Veteran's Administration.

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

LHA has planned to maintain and improve the common areas of the Planters II building this year. Maintenance will be conducted by painting all of the hallways, lobbies, and laundry rooms on floors 2 - 10. LHA improvements consist of replacing all flooring in the hallways, lobbies, and laundry rooms on floors 2 – 10.

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

Tenants are involved with management on a regular basis through expressing concerns, suggesting ideas for improvements, and with assistance for planning activities. Because most residents are on a fixed income LHA does not do formal presentation on homeownership, but refer any inquiries to the Community Development Coordinator.

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

Not designated as troubled.

## **Discussion**

The City of Leavenworth has a strong staff that oversees the needs of LHA residents. Leavenworth City's Rental Property Coordinator works together with LHA staff for LHA residents.

## Introduction

Continuum of Care (CoC) is a collaborative approach to planning and funding for services related to homelessness. Most CoCs are established to plan services in metropolitan areas. Balance of State CoCs cover the areas of a state that do not have the resources to establish their own CoC. The KS BoS CoC is made up of all service providers, advocates, local government officials, and citizens who work to eliminate homelessness. The KS BoS CoC is divided into regions and Leavenworth is in Region 5. KS BoS CoC plays a key role in education and support to the City and its public service agencies that provide services for homelessness. The PIT count was conducted in Leavenworth County in January 2023.

The City administers the Emergency Solutions Grant from Kansas Housing Resource Corporation to Catholic Charities of NE KS for Homeless Prevention and Rapid Rehousing. Other qualified agencies will be able to apply for funding, but this information will not be determined at the time of this AAP presentation to Leavenworth's citizens due to the timing of application period.

CDBG funds are awarded to public service agencies for their facility's rent or utility reimbursement to support the agency's ability to provide assistance for housing associated with homelessness, as well as, general health and mental health services and/or substance abuse, which often directly effects homelessness and other special needs.

The City does not receive Housing Opportunities for Persons With Aids (HOPWA) funding.

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

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

The City addresses homelessness and those unsheltered primarily through the Continuum of Care providers and the Emergency Solutions Grant. Many of these agencies complete assessments on those served to assist in wrap around service preparation. This process has many of our agencies working cohesively.

ESG is administered by the City, from the Kansas Housing Resources Corporation, and is subawarded to Catholic Charities of Northeast Kansas (CCNEKS) to provide homeless prevention and rapid re-housing. At the time of this AAP creation, the City does not have an agency that receives ESG street outreach funding.

CCNEKS operates a Family Support Center that assists in meeting the needs of vulnerable households including, but not limited to, resolving crisis, food assistance, clothing, direct financial rent & utility assistance, case management, budget coaching, financial education, and employment support.

Leavenworth Interfaith Community of Hope (LICOH) provides the homeless a day shelter and offers



limited transportation to their clients. Most of their contact with the unhoused, especially those unsheltered, happens at lunch time. LICOH offers free daily lunches to any person who has food insecurity. During lunch time, LICOH checks in with each person, especially those unsheltered, to assess needs. LICOH also participates in street outreach efforts. LICOH has a process for assessing needs for unhoused individuals who are in the shelter and checks once a month with each of them.

Salvation Army offers a financial literacy program with case management to help the homeless get back to permanent shelter and provides rent and utility assistance for low income residents including the homeless or about to be homeless. Salvation Army has also opened their community center during summer and winter for heat and cold relief through the Emergency Disaster Services program offering.

Alliance Against Family Violence (AAFV) operates an emergency shelter for survivors of domestic violence, sexual assault, human trafficking and stalking. AAFV is focusing its outreach efforts on survivors of sexual assault. Staff is engaged in outreach via social media, handouts, and other agencies.

The Leavenworth Mission is committed to addressing hunger relief with their food pantry and advertises distribution days on social media, in newspapers, and submission of flyers.

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

Leavenworth Interfaith Community of Hope provides beds for up to 33 individuals for emergency shelter needs.

AAFV expects to increase case management services for those experiencing homelessness. AAFV has 6 bedrooms and 23 beds with the capacity to expand to 25 beds. AAFV has an emergency accommodations program and an MOU with a nearby hotel to provide discounted hotel accommodations for those with acute safety risks when AAFV is full or for those that have not been able to be accommodated in the shelter. AAFV has taken steps to address accessibility issues in the shelter and plan to further enhance their wheelchair accessibility.

The Guidance Center provides rent and utility assistance to mentally ill homeless members of the community and a detox facility. Persons 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.

Area correctional institutions use The Grossman Center to serve those being released. The Grossman Center has a plan in place to make sure no one is released without housing.

### **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**

Continuum of Care agencies and local public service agencies provide stability for people experiencing homelessness. The COC system supports individuals with case management, food, clothing and financial assistance.

LICOH has been trained to do the KS Homeless Coalition's VISPDAT in order to more quickly get unhoused individuals assessed day one of becoming homeless. This helps shorten the amount of time they are homeless. LICOH has partnered with other programs around the State so that if they cannot meet the needs in our region, they can do it in other regions. LICOH has on-site care for medical and substance use, and case management with a Guidance Center employee. These efforts help shorten the amount of time for the unhoused and supports individuals who need these services but have no transportation. Free transportation is provided Monday-Thursday. Case management is provided to individuals who have recently moved out in efforts to prevent future homelessness.

AAFV provides increased case management focused on obtaining affordable housing for shelter residents. AAFV has also increased aftercare efforts to keep those who obtain housing in services to ensure ongoing housing stability and continued safety.

While CCNEKS provides a food pantry, clothing, and housing costs, they have also included additional case management services for Asset Development, who handles financial classes and a Work Force Specialist who assist with work force/employment needs.

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.

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

## **youth needs.**

Low-income individuals and families in crisis of becoming homeless require a complex network of assistance to become permanently housed. The City's public service agencies provide mental health services, health services, food, rent, utility assistance and case management. Some or all of these may be needed to resolve underlying issues impacting the housing crisis.

AAFV works with clients to ensure that they are leaving to safe housing.

CCNEKS provides food, clothing, and housing stabilization by providing access to a food pantry, as well as, rent and utility assistance for low income residents including the homeless or about to be homeless services for Asset Development, who handles financial classes and a Work Force Specialist who assist with work force/employment needs.

LICOH's Welcome Central, help case manage individuals living in poverty and assist with budgeting and finances. Welcome Central orientates the persons served by getting them connected to local resources and provide individualized wrap around services.

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.

## **Discussion**

The City of Leavenworth, local public services agencies, and the Kansas Statewide Homeless Coalition provide assistance for the wide variety of needs that the homeless population require. Within the community, we offer mental and general health care, emergency shelters, day centers, assistance for accessing documents, permanent housing, homeless prevention, and many other wrap around services that adapt to the needs of those they serve.

**Introduction:**

Barriers to affordable housing include financial barriers, public policies, fees/charges, and the current housing market. Currently, there is not enough affordable housing in the City of Leavenworth to serve the residents in the low and moderate income brackets.

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

Currently the Planning Department has not studied planning or zoning ordinances to determine any potential barriers to affordable housing. Some items for consideration may be planning restrictions on lot size, and fees/charges for affordable housing. However, accessory dwelling units were defined and added and to the development regulations two years ago. The City has updated the development regulations to now define “tiny home” so that it can be a potential option for developers or those with limited income who will not have to request special use permits or request rezoning.

**Discussion:**

Currently, the City of Leavenworth has not addressed public policies hindering affordable housing. Work by the Planning Department to review and modify potential hindrances is needed for future development. The Consolidated Plan will need updated if a Barrier To Affordable Housing Study is completed.

**Introduction:**

The primary obstacle to meeting underserved needs and affordable housing is limited funding. Both federal funding and community support have decreased, leaving programs that serve the low and moderate income individuals and families unable to meet the needs in the community.

**Actions planned to address obstacles to meeting underserved needs**

The CDBG program, United Way, Continuum of Care, other community agencies and area churches help to meet the underserved needs in our community. Collaboratively we increase those we can serve. The Leavenworth County Human Service Council meets once a month to address needs in the community. The Council consists of the above listed organizations and many more throughout Leavenworth County.

Affordable housing continues to be a great obstacle for many residents and homeownership remains low at 51%. Fort Leavenworth soldiers are offered BAH funding to live off the confinements of the Fort putting greater pressure on the rental market for those citizens that do not have equivalent benefits. The combination of the Fort’s BAH benefit, current housing market interest rates and housing market, in general, causes great strain on renters in the City. The Home Repair Program will assist in providing sustainable and affordable housing while the Home Ownership Program will assist in purchasing of permanent housing. Interest rates continue to climb, as well as the housing market creating the purchase of a home for low to moderate income persons difficult.

Public service agencies that applied and approved for funding with CDBG funds will assist in addressing the mental illness and homelessness. The Community Development Advisory Board has identified three major priorities that public service agencies who receive CDBG funds will be preferred in funding. Those priorities are housing/homelessness, health/mental health services, and substance abuse services.

Neighborhood Stabilization could possibly have contractor availability issues due to the strain on lack of employees and back logs of jobs. This will be monitored closely when those projects are planned and will have to be evaluated immediately at the beginning of planning, as these possibilities can change easily with economic changes.

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

Affordable housing is a major challenge in the City of Leavenworth. Only 51% of the population owns a home, which is much lower than most communities. In addition, rents are skewed due to housing

allowances at Fort Leavenworth.

To address affordable housing, the City's CDBG Home Ownership Assistance Program provides an avenue for buyers to secure an affordable home. Additionally, the Home Repair Program provides a way to maintain affordable housing stock through weatherization, home repair and emergency assistance.

Leavenworth Attainable Housing started planning avenues to serve the affordable housing deficit in the City to rent to low income persons and charge 30% of their income for rent and utilities. They plan to develop affordable housing in the community using public and private funds. The City has allocated \$600,000 to Leavenworth Attainable Housing for acquisition of two homes and construction of two duplexes to help fight the challenges of affordable housing.

### **Actions planned to reduce lead-based paint hazards**

Lead Based Paint is being assessed and appropriate controls are being applied in all homeowner occupied projects assisted with federal program funds. The City will continue to educate the public on the hazards of lead and promote public awareness. Lead Safe Work Practices are being adhered to by contractors certified through the Kansas Department of Health and Environment. All necessary recordkeeping and clearance testing is performed as required by HUD's Lead Safe Housing Rule.

### **Actions planned to reduce the number of poverty-level families**

Community job seeking programs and financial literacy programs offered at a variety of locations including the Leavenworth County Workforce Center, Leavenworth Public Library, Catholic Charities of Northeast Kansas, and Salvation Army offer poverty-level families a way out of the poverty level.

### **Actions planned to develop institutional structure**

The institutional structure to provide these basic services starts with the public service agencies associated through CDBG contracts with the City to provide specific services, to avoid duplication of services and to account for the services provided. All together, the system is expected to serve more than 8,000 participants annually. Because of these formal ties to federal funds, agencies are required to provide budgets with their applications and quarterly reports to the City to reveal the total they service. Monitoring is oversight provided by the City, KHRC and HUD. The structure established has resulted in delivery of the services needed in accordance with federal, state and local codes, and with compassion and respect for the clients served. In addition, the City is an active participant in the Leavenworth County Human Service Council. City staff assist in connecting agencies together for

collaborative work on behalf of their citizens.

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

City employees are members of many local boards and committees and use those memberships to enhance coordination of housing and social service agencies. Examples include Leavenworth County Human Service Council, United Way of Leavenworth County, Leavenworth/Lansing Chamber of Commerce, and Mid America Regional Council.

**Discussion:**

The City of Leavenworth proactively addresses housing issues in its community through its work with the Continuum of Care, public service agencies and community organizations. The City's Rental Property Coordinator devotes great effort reporting on tenant – landlord issues.

## PROGRAM SPECIFIC REQUIREMENTS

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

#### Introduction:

There is no expected program income to be received that will be utilized at the start of the 2023-24 program year. There is no section 108, surplus funds, income from float-funded activities or grant funds returned to the line of credit to be calculated and budgeted into the 2023-24 program year.

### Community Development Block Grant Program (CDBG)

#### Reference 24 CFR 91.220(I)(1)

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

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

#### Other CDBG Requirements

1. The amount of urgent need activities	\$50,000
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	70.00%

There is no expected program income to be received that will be utilized at the start of the 2023-24 program year. There is no section 108, surplus funds, income from float-funded activities or grant funds returned to the line of credit to be calculated and budgeted into the 2023-24 program year.

All funds, with the exception of administration, are expected to be used for activities that benefit persons of low to moderate income, as outlined by HUD income limits. Urgent need is an estimate of emergent home repair and neighborhood stabilization, which could vary dependent upon the unknown emergencies.