



City of Springfield, Ohio
Community Development Department

DRAFT

2019 Action Plan
For The
2015-2019 Consolidated Plan

Prepared by:
The Community Development Department
76 East High Street
Springfield, Ohio 45502

Prepared for:
The Department of Housing and Urban Development
February 2019

Executive Summary

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

1. Introduction

The City of Springfield Community Development Department is the lead agency responsible for preparing the Consolidated Plan and Action Plan. As an Entitlement City, the City of Springfield administers the Community Development Block Grant (CDBG) program, HOME Investment Partnership program and the Emergency Solutions Grant (ESG) funding from the US Department of Housing and Urban Development (HUD) annually. The city also administers several HUD grants that are not specifically addressed in this Consolidated Plan, but will be considered a part of the City's overall strategies to address Housing and Community Development issues within the City, including three Permanent Supportive Housing grants through the Homeless Assistance Grants process as well as Neighborhood Stabilization Program (NSP) funds and program income from the first and second rounds of NSP.

According to HUD "the Consolidated Plan is designed to help state and local jurisdictions to assess their affordable housing and community development needs and market conditions, and to make data-driven, place-based investment decisions. The consolidated planning process serves as the framework for a community-wide dialogue to identify housing and community development priorities that align and focus funding from the four CPD formula block grant programs: the Community Development Block Grant (CDBG), the HOME Investment Partnership (HOME), the Emergency Solutions Grant (ESG) program, and the Housing Opportunities for Persons with AIDS (HOPWA) program." Currently, the City of Springfield receives and administers CDBG, HOME and ESG funding through this process.

Consistent with HUD's mission, the City works to increase homeownership, support community development and increase access to affordable housing free from discrimination. In undertaking this work, the City will embrace high standards of ethics, management and accountability and will continue to form new partnerships that leverage resources and improve HUD's ability to be effective on the community level. The city strives to continue to create a city of growth and opportunity for all by making Springfield's neighborhoods better places to work, live and play. For information on specific targeted areas please refer to the Strategic Plan section SP10. Section SP25 Priority Needs describes the highest needs of the community as determined by City of Springfield staff, its partners and community stakeholders. For more details on the annual objective and goals, please refer to the Action Plan section AP20 Annual Goals and Objectives.

In early 2018, the City published an amendment to its Consolidated Plan funding priorities and programs. This amendment re-programmed funds from an Economic Development Revolving Loan

Fund that is currently under-utilized into programs that will allow for a more efficient expenditure of the funds. The existing demolition program will receive additional funds to remove blighted structures and improve neighborhoods. Additionally, two programs will be added; a downtown access infrastructure program and a neighborhood improvement program has been created by the Consolidated Plan Amendment and was added to the 2018 Action Plan. Funds from this amendment are in the process of expenditure and projects should be completed within the 2019 grant year.

2. Summarize the objectives and outcomes identified in the Plan

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

The City's population has continued to decline since 2000. Between 2000-2013, the population declined 9.2%, and since 1990, Springfield has experienced roughly a one-quarter decrease in population. This trend in population contributes to the continuing rise in vacant housing units. These factors contribute to the housing and economic problems the City faces. Springfield has several neighborhoods that face deteriorating infrastructure, facilities, housing stock and businesses. Much of the housing stock has outlived its useful life and has become obsolete or only marginally viable. As the economy grows and housing costs continue to grow along side, a segment of the population faces increasingly challenging issues such as inadequate and unaffordable housing, poverty, deteriorating neighborhood conditions and quality of living, and limited access to services and facilities.

The purpose of the 2015-2019 Consolidated Plan (CP) is to guide federal funding decisions over the next five years. The CP is guided by three overarching objectives that are applied according to the community's needs. The recent amendment to the CP adds funding priority and programs that align most with the second listed HUD Objective, as noted. Below are the HUD objectives and the City's projected outcomes over the 5-year CP:

1. To provide decent housing by preserving the affordable housing stock, increasing the availability of affordable housing, reducing discriminatory barriers, increasing the supply of supportive housing for those with special needs, and transitioning homeless persons and families into housing. (per year)

- Add 1 to 2 homeowner housing units for LMI/LMMI households (HH) (HOME/NSP) as appropriate
- Comprehensive Rehabilitation of 4 homeowner housing units for LMI HH (HOME)
- Provide Emergency Repairs for 20 LMI/LMMI HH (HOME/LEAD PI) as appropriate
- Provide direct financial assistance to 1 low-income homebuyer (HOME-NHP)
- Provide Tenant Based Rental Assistance to 9 LMI HH (HOME)
- Utilize program income received from the Lead Safe Springfield program to assist eligible owners and organizations with home rehabilitation

- Provide assistance to community shelters for the homeless (ESG)
- Provide rapid Re-Housing funds for qualified HH (ESG)
- Provide Permanent Supportive Housing to 32 homeless-disabled HH (PSH-SPC)

2. To provide a suitable living environment through safer, more livable neighborhoods, greater integration of LMI residents throughout the city, increased housing opportunities, and reinvestment in deteriorating neighborhoods.

- Provide crime prevention and neighborhood awareness assistance in CDBG target areas
- Assist 300 homeless persons through overnight shelters
- Provide a safer living environment and capacity building for CDBG target areas
- Provide enhanced Code Enforcement activities in the Code Enforcement Target areas.
- Provide opportunities for Neighborhood Clean Up Activities
- Provide coordination and outreach to neighborhood groups located within CDBG target area
- Provide better access downtown facilities, offices and businesses for the surrounding LMI neighborhoods
- Provide incentive for neighborhood led public facility improvements in LMI Areas
- Eliminate vacant/blighted structures from the community

3. To expand economic opportunities through an increased number of jobs that pay self-sufficient wages, homeownership opportunities, development activities that promote long term community viability, and the empowerment of low and moderate income persons to achieve self-sufficiency.

- Create and/or retain 4 jobs for LMI residents
- Assist 5 businesses

3. Evaluation of past performance

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

The 2015-2019 Consolidated Plan was built upon the achievements and knowledge gained in previous years. The City has developed strong programs with CDBG, HOME, and ESG funds over the years and expects to continue the strong performance, while making adjustments to increase the efficiency of the programs and better serving the changing needs of the community. The city is addressing the amount of funds that is has on hand and the current expenditure rate. The proposed amendment to the CP and resulting new programs in the Action Plan will address excess funds being held in an economic development RLF that is currently under utilized. The bulk of those expenditures will take place in the 2019 grant year.

The CDBG program will continue to offer projects similar to those offered in previous years, while also adapting and increasing expenditures in order to be in compliance all HUD regulations. Housing Rehabilitation and Code Enforcement activities remain strong and effective projects in addressing community need. These and other projects will positively influence the Priority Needs identified within the 2015-2019 Consolidated Plan: 1.) Preservation of Existing Homes, 2.) Quality Affordable Housing Units, 3.) Fair Housing and Program Administration, 4.) Removal of Slum and Blight, 5.) Economic Development and Job Creation, 6.) Homeless Services, and 7.) Public Services.

The HOME program will continue projects to develop and expand decent affordable housing for all citizens. The City is working to refine its HOME programs. The changes made to the program improve and streamline this grant program. In 2017 the city choose to begin banking the program income received. Program income received in 2019 will be programmed in the 2019 Action Plan.

The Springfield/Clark County Housing Collaborative, (the local Continuum of Care) continues to be a source of guidance on homeless program development. The HC provides guidance on grant funds distribution, activity selection, and performance measures. Although the City continues to work towards developing and expanding affordable housing, preventing and ending homelessness, and promoting neighborhood revitalization, there is still much work left to be done.

4. Summary of Citizen Participation Process and consultation process

Summary from citizen participation section of plan.

Citizen participation plays an integral role throughout the planning and development of the City's Annual Action plan each year. Throughout the planning process the Community Grant Advisory Board, made up of community stakeholders and other private citizens are involved updated and involved in this process. Additionally, Public meetings are held to gather input on the City's strategies for the use of CDBG, HOME and ESG funds.

The City of Springfield is engaged in ongoing efforts to increase coordination amongst the complex network of public, private, and non-profit organizations that deliver housing and social services to the community. As the administrator of Springfield's CDBG, HOME and ESG programs, the Community Development Department acts as a hub for community development in the community. Open lines of communication are maintained between the City and the area's many non-profit and social service agencies. A full listing of agencies and persons involved with this process is listed in the Action Plan.

The Community Grant Advisory Board (CGAB) also plays an integral part in the development of this plan and the programs it contains. This Action Plan proposed budget and activities were first presented to CGAB on March 14, 2019, with a follow up discussion based on real allocation numbers and official approval of the Board at the Board meeting following 2019 allocation announcement.

A formal public meeting to present the Action Plan to the public was advertised in the Springfield News-Sun on February 18, 2019 and the public meeting was held on February 25, 2019. A summary notice of the Action Plan was published in the Springfield New-Sun and the required 30-day comment period started February 26, 2019 and will end March 27, 2019. Copies of the Action Plan were made available for review at the Clark County Public Library, City Hall, SMHA, OIC, Jobs and Family Services, and the Salvation Army.

Springfield City Commission will be asked to approve the submission of the Action Plan to the U.S. Department of Housing and Urban Development (HUD) prior to submission. In accordance with CDP Notice 19-01, the Citizens Participation will include a listing of all potential projects and a preliminary budget. Because exact funding was not known at the time of public comment, budgets were presented in both real dollar amounts and as percentages of the 2019 anticipated available funding. Allocations were released **May 1, 2018**.

The City of Springfield is an active member in the Springfield Clark County Housing Collaborative and Region 15 Continuum of Care- Ohio Balance of State COC. The Community Development Director has been affirmed the Collaborative Champion, raising the issues of homelessness to a higher and more coordinated level between local agencies. Community Development staff also participates on the HC Advisory Board and several other working committees for the CoC. The CoC work with the City to adopt ESG guidance and policy.

In addition to coordinating with various outside entities, the City also coordinates grant activities between and among several city departments, including: Community Development, Planning and Zoning, Housing Rehab, Finance, Code Enforcement, Service, Building Inspections, and Engineering, among others.

5. Summary of public comments

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

No public comments were received.

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

N/A

7. Summary

No public comments were received.

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

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

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

Agency Role	Name	Department/Agency
Lead Agency	SPRINGFIELD	
CDBG Administrator	SPRINGFIELD	Community Development Department
HOPWA Administrator		
HOME Administrator	SPRINGFIELD	Community Development Department
ESG Administrator	SPRINGFIELD	Community Development Department
HOPWA-C Administrator		

Table 1 – Responsible Agencies

Narrative (optional)

The City of Springfield Community Development Department serves as the lead agency for the CDBG, HOME and ESG programs as well as several other HUD grants including Neighborhood Stabilization Program (1 and 2), and Continuum of Care Homeless Assistance grants.

During the preparation of the plan, the City solicited input from other governmental agencies as well as various public and private agencies providing housing, social services and other community development activities within the community.

The City will continue to form new partnerships with non-profit organizations, the private sector and other local resources. Other community agencies partner with the City on programs covered by the CP, including Springfield Metropolitan Housing Authority, Neighborhood Housing Partnership, Interfaith Hospitality Network, Project Woman, McKinley Hall, St. Vincent DePaul Society, Springfield Police Division, Springfield Small Business Development Center, The Fuller Center for Housing (formerly Clark County Community Habitat for Humanity) and Springfield Promise Neighborhoods.

Consolidated Plan Public Contact Information

Jackie Sudhoff

Development Programs Administrator

Springfield Community Development Department

jsudhoff@springfieldohio.gov

(937) 328-3480

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

1. Introduction

The City encourages a high level of agency consultation in an effort to best identify and address priority needs. This process ensures the participation of nonprofit organizations and private citizens along with public agencies in a collaborative effort. Ongoing budget cuts often make accepting comments to expand programming more difficult because the federal grants can only be stretched so far. Often consultation leads to expectations and requests, which far exceed the City's Entitlement funds. The City, in consultation with our local partners, prioritize the community's needs and must weigh the city's ability to make an impact with the funds being requested. Stretching the funds too far can lessen the impact felt in the community and reflect in the overall accomplishments reported. In 2018, the city received an increase in funding in all three grants received through this process. This increase helps the city to better address some of the most pressing concerns of the citizens; mostly the safety of our LMI neighborhoods and the quality of our housing.

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 is an active member of the Springfield Clark County Housing Collaborative (CoC), the local entity that brings together homeless housing providers, other agencies such as mental health services, Clark County Combined Health District, and various social service agencies that serve populations at risk of becoming homeless, or who utilize assisted housing also participate in the CoC. The CoC provides guidance and direction for agencies working with homeless client populations, federal regulations surrounding homeless grants, fair housing, and best practices for social service provision. The Community Development Director also acts as the Collaborative Champion. The Collaborative provides input and guidance for the three Permanent Supportive Housing (Shelter Plus Care) grants the city administers as well as the ESG Entitlement funds. The City works with Interfaith Hospitality Network and Project Woman for the allocation of funds for the ESG program. Permanent Supportive Housing collaboration also includes the same three aforementioned entities as well.

Input and coordination is also sought from the Community Grant Advisory Board (CGAB). This is a city assigned Board that makes recommendation to the City Commission on the issue of Entitlements funds and Entitlement project selection. CGAB is made up of representatives of the schools systems, realtors, neighborhood associations, local housing providers, social service providers and a representative of the homeless community. In administering the entitlement funds, the City works with a number of different entities. The city partners with Springfield Metropolitan Housing Authority, the Mental Health Recovery Board, Neighborhood Housing Partnership, OIC and Habitat for Humanity on various housing projects. CDBG collaboration is also sought with the City's Police Division, neighborhood associations, Promise

Neighborhood Small Business Development Corporation, Wittenberg University and other Community Development Divisions and City of Springfield Departments.

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

The efforts of the Springfield Clark County Housing Collaborative (HC-CoC) are not limited to helping homeless individuals and families find adequate affordable housing, but also include outreach aimed at addressing the root causes of homelessness in the community. Working together with housing agencies and social service providers helps the HC attack the problem of homelessness on two fronts.

The City uses federal funding resources to reach as many homeless persons as possible. The City funds community emergency shelters with operational funds to provide temporary shelter for the homeless (DV, Substance Abuse, Family, Men, etc). ESG funds are also dedicated to Rapid Re-Housing activities for families that are homeless. Additionally the City coordinates with area social service providers to support rental assistance for special needs clients (DV, Substance Abuse, Mental Health, Developmental Disabilities) with HOME TBRA and Permanent Supportive Housing Funds. This collaboration allows service providers to work with clients in stable housing, eliminating the need to secure a decent and affordable living space before other service needs are met. The City also works in partnership with the local mental health organization in an effort to build new housing for their clients. This collaboration allows Springfield to address housing, service and social needs of its homeless population. The City gives priority to the chronically homeless population within the three PSH grants.

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

The City works in consultation with the Springfield Clark County Housing Collaborative (HC-CoC) to establish Emergency Solutions Grant funding priorities, performance standards and policies and procedures. The HC is a funded member of the Ohio Balance of State. Policies and Procedures and Performance Measures are often taken directly from the state via COHHIO, which the City then adopts for consistency. City staff sits on the Advisory Board for the local HC and actively participates in the Plan to End Chronic Homelessness. See the Program Specific Requirements - Emergency Solutions Grant Section of the CP and Annual Action Plan for further details.

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	Agency/Group/Organization	NEIGHBORHOOD HOUSING PARTNERSHIP OF GREATER SPRINGFIELD
	Agency/Group/Organization Type	Housing Services - Housing Services-Education
	What section of the Plan was addressed by Consultation?	Housing Need Assessment
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	NHP is the City's CHDO and the recognized Home Buyer Counseling Agency in the community. NHP and the City has a very long history of working together utilizing HOME, CDBG and NSP funds.

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

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	Interfaith Hospitality Network	The Action Plan goals concerning the homeless and at-risk population and services are developed in conjunction with the local Continuum of Care and the planning process this group undertakes
SMHA Annual Plan	Springfield Metropolitan Housing Authority	SMHA publishes their Action Plan each year. Activities include actions to be performed by SMHA to increase and improve the quality of affordable public housing in the community

Table 3 – Other local / regional / federal planning efforts

Narrative (optional)

The City of Springfield makes every effort to consult with as many concerned agencies and populations as is practical. Ongoing partnerships with many of the service providers and partners makes this goal more achievable.

AP-12 Participation – 91.105, 91.200(c)

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

Citizen participation includes actively encouraging citizens, particularly the low and moderate-income population, to participate in the planning process for the five-year Consolidated Plan, the Annual Action Plan, the submission of Substantial Amendments and the development of the Consolidated Annual Performance Report (CAPER). All notices of public meetings relating to this process are published in the local newspaper prior to the public meeting. Notices will also be posted electronically on the City of Springfield website at www.springfieldohio.gov. Additionally, the City distributes copies of the Action Plan in various locations in the community. The draft plan was also emailed out to various community stakeholders for comment and review.

All public meetings are held in a location convenient to residents, particularly those who are potential or actual beneficiaries. Meetings are held at times to provide maximum flexibility for an array of citizen schedules. Attention is given to ensure meeting times increase the probability of maximum citizen participation.

Citizen participation played a vital role in the needs assessment analysis and construction of the goals and priorities featured in the Consolidated Plan. Springfield has an extensive network of long-established community organizations. Consultation with these organizations was a vital part of the process. The Community Grant Advisory Board (CGAB) was utilized to assist in the development of programs and strategies for the Consolidated Plan/Action Plan. The CGAB membership includes representative persons from minority, disability, and homeless agencies, and representatives from agencies that work with persons who are of very low income. Additionally, the Con Plan and Action Plan can be made available, upon request, in Spanish as the city maintains a Purchase Order with a local translator. All Public Hearings and Comment Periods are advertised in the Springfield News-Sun, the local newspaper of general circulation.

A public meeting to present the Action Plan to the public was advertised in the Springfield News-Sun and the public meeting was held February 25, 2019. A summary notice of the Action Plan was published February 25, 2019 in the Springfield News-Sun and the required 30-day public comment period started February 26, 2019 and will end March 27, 2019. Copies of the Action Plan were available for review at seven locations throughout the City. The locations include the Clark County Public Library (3 locations), Springfield Metropolitan Housing Authority, Interfaith

Hospitality Network, Jobs and Family Services and in the Community Development Department of City Hall. The plan was also posted to the City's website and emailed out to various community stakeholders.

The Springfield City Commission will be asked to approve the submission of the Action Plan to the US Department of Housing and Urban Development (HUD) prior to submission.

A public comment period is required prior to submitting the five-year Consolidated Plan, Action Plan and CAPER and any substantial change to the Consolidated Plan or Action Plan. The public will have 30 days after publication to provide written comments to the City of Springfield Community Development Department regarding the Annual Action Plan. The publication in the local newspaper will include a brief summary and include a list of locations where copies of the entire proposed plan may be examined. The City will respond to any written correspondence received.

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	Newspaper Ad	Minorities Persons with disabilities Non-targeted/broad community Residents of Public and Assisted Housing				
2	Public Meeting	Minorities Persons with disabilities Non-targeted/broad community Residents of Public and Assisted Housing				

Table 4 – Citizen Participation Outreach

Expected Resources

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

Introduction

The City is anticipating level CDBG and HOME funding for the upcoming annual plan and has based its planning process on a flat budget. CPD Notice 19-01 instructed entitlement grantees to hold off on submitting Annual Action Plans until actual entitlement amounts are known, the numbers used in the final submitted plan will be based upon actual allocation amounts.

02/25/2019 - Grant amounts for Entitlement Cities have not been released by HUD yet. A Public Meeting was held 02/25/2019 and the public comment period began the following day. The numbers presented reflected a flat budget and expressed budgetary numbers in terms of both dollar amounts and percentages of the entire grant for the year. Actual numbers can differ from the planned numbers, the City will follow its citizen participation process to communicate those changes as necessary. In general however, any funding adjustments will result in prorated adjustments to the projected budgets across the board unless otherwise stated in a Substantial Amendment to the Annual Action Plan. Additionally, once allocation amounts are released staff will work to update the budget numbers and will post an updated Action Plan to the City's website.

5/1/2018 - Allocation amounts were announced. The original budget, as publicized, will not trigger a substantial amendment since budgets are presented as prorated percentages of the amount available. The Action Plan will be presented and approved by commission before the plan can be submitted to HUD.

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: \$		

Annual Action Plan
2019

17

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	1,800,000	108,000	766,640	2,674,640	0	In grant year 2018 the City amended the Con Plan and Action Plan to reflect a re-allocation of the Economic Development Revolving Loan Fund. The City added funding the the existing demolition program and added two new public facility projects. Since the funds were approved for the 2018 Action Plan, they are not reflected in the amounts shown here, but the bulk of the expenditures will be made in the 2019 grant year.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
HOME	public - federal	Acquisition Homebuyer assistance Homeowner rehab Multifamily rental new construction Multifamily rental rehab New construction for ownership TBRA	500,000	170,000	950,000	1,620,000	0	HOME generally carries 2 prior year's funding because of the 2-year commitment and 4/5 year expenditure rule. The City began "banking" program income in 2017. This Action Plan will speak to the use of the program income received and banked in 2018; approximately \$170,000.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
ESG	public - federal	Conversion and rehab for transitional housing Financial Assistance Overnight shelter Rapid re-housing (rental assistance) Rental Assistance Services Transitional housing	145,000	0	0	145,000	0	ESG contracts with sub-recipients run July 1 through June 30 each year. There is no real carry over of funds from one year to the next.

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

While CDBG Funds do not carry the requirement of specific matching mandates, the city encourages and prioritizes projects that leverage other funding. All internal projects and programs that have CDBG funds also carry some degree of local government general fund and other funds in the budget. Likewise, other agencies and programs funded with CDBG funds include private and other public funds to support the activities funded through the project. Staff makes all reasonable attempts to collect documentation of "other" funding that is leveraged for CDBG

Projects.

HOME Participating Jurisdictions are required to leverage permanent contributions for affordable housing under the HOME program, also known as HOME Match. During a fiscal year the HOME Match must equal at least 25% of the HOME funds drawn for the same fiscal year for project costs unless the city has received a reduction in the match requirement. The city has received a 100% reduction in its Match liability in all years except from 2003-2011 when there was a 50% match reduction. When required, the City reports Match in the submission of the yearly CAPER. The City is well ahead of the 25% required Match for years 2003-2011. HOME Match is derived from eligible activities funded by the HOME program, primarily from rental development projects and/or home-ownership developments completed by the Fuller Center (formerly Habitat for Humanity). Staff suggests a 1 to 1 non-Federal Match and proposals are evaluated based upon Match proposed.

A 1 to 1 Match is required of all ESG funds received. Each year the city collects Match contribution amounts and documentation from ESG sub-recipients as a part of the ESG application and evaluation process.

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

The City currently owns a limited number of vacant properties within the City. On occasion, this vacant land is identified by a housing partner as needed to fulfill a proposed project. Consideration is usually given to the partnering agency when the project includes the development of decent, affordable housing. The City has begun the implementation of a Mow to Own program, wherein property owners with vacant city owned land adjacent to their own property can apply to maintain the city property for a specified amount of time and the City will transfer ownership to them. These lots are residential and not of any real value to the city, but could become a real asset for the property owner. While this use is not specifically addressed in this plan, the City does look to cost cutting measures wherever it can.

Discussion

The city has moved to act on reducing the amount of fund accumulated in the RLFs. The accumulated funds are causing the city to have too much cash available at the end of the grant year. The city amended the Con Plan and 2018 Action Plan to accomodate the addiditonal funding priorities and add new projects in order to adress additional needs of the LMI community. The City will continue to monitor this situation and will plan to carry out additional programs to keep within regulation. The new projects and increased funding for demolition will be concluded in grant year 2019.

In 2017 the City choose to begin accumulating HOME program income. This Action Plan will adress and plan for the expenditure of the HOME program income accumulated through the 2018 grant year.

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	Owner Occupied Housing Rehabilitation	2015	2019	Affordable Housing	City-wide	Preservation of Existing Homes Quality Affordable Housing Units	CDBG: \$368,000 HOME: \$123,673	Homeowner Housing Rehabilitated: 25 Household Housing Unit
2	Housing for Special Needs	2015	2019	Affordable Housing Non-Homeless Special Needs	City-wide	Preservation of Existing Homes Quality Affordable Housing Units	CDBG: \$286,718 HOME: \$448,728 ESG: \$104,458	Rental units constructed: 5 Household Housing Unit Homeless Person Overnight Shelter: 300 Persons Assisted
3	Code Enforcement	2015	2019	Affordable Housing	Code Enforcement Target Area	Preservation of Existing Homes Public Services and Facilities Removal of Slum and Blight	CDBG: \$816,514	Housing Code Enforcement/Foreclosed Property Care: 3000 Household Housing Unit

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
4	New Housing Construction	2015	2019	Affordable Housing	City-wide	Quality Affordable Housing Units	CDBG: \$86,718 HOME: \$100,000	Rental units constructed: 2 Household Housing Unit Direct Financial Assistance to Homebuyers: 2 Households Assisted
5	Removal of Slum and Blight	2015	2019	Non-Housing Community Development	City-wide CDBG Eligible Area Code Enforcement Target Area	Removal of Slum and Blight	CDBG: \$25,000	Buildings Demolished: 3 Buildings
6	Public Services and Facilities	2015	2019	Non-Housing Community Development	City-wide CDBG Eligible Area Code Enforcement Target Area	Public Services and Facilities	CDBG: \$256,050	Public service activities other than Low/Moderate Income Housing Benefit: 3000 Persons Assisted
7	Promotion of Fair Housing and Program Admin	2015	2019	Affordable Housing Public Housing Homeless	CDBG Eligible Area	Fair Housing and Program Administration	CDBG: \$316,536	Other: 111 Other
8	Economic Development and Job Creation	2015	2019	Non-Housing Community Development	City-wide Code Enforcement Target Area	Economic Development and Job Creation	CDBG: \$232,737	Jobs created/retained: 4 Jobs Businesses assisted: 5 Businesses Assisted

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
9	Tenant Based Rental Assistance/Rapid Re-Housing	2015	2019	Homeless	CDBG Eligible Area	Homeless Services Quality Affordable Housing Units	HOME: \$60,000 ESG: \$43,969	Tenant-based rental assistance / Rapid Rehousing: 15 Households Assisted

Table 6 – Goals Summary

Goal Descriptions

1	Goal Name	Owner Occupied Housing Rehabilitation
	Goal Description	The City is committed to the revitalization of the community that occurs when the City assists in the rehabilitation of owner occupied housing. Owner Occupied housing rehab promotes the availability of decent, affordable housing and keeps homeowners in stable housing and assists in the sustainability of the entire neighborhood; a high priority for the City of Springfield. This goal will utilize both HOME and CDBG Program Income funds and includes both activity (rehab) costs as well as salary, fringe and indirect for the personnel costs associated with delivering housing activities and overall administration of the grants and housing programs.
2	Goal Name	Housing for Special Needs
	Goal Description	The City supports the development of affordable housing units for special needs populations including the homeless population. This goal supports the use of ESG funds for shelter expenses and operational costs. HOME funds can also be used to address the special needs including decent affordable rental housing for populations with mental health, developmental and physical disabilities under the Transitional to Permanent Housing or Private/Non-Profit Development Assistance programs). CDBG funds are also used for salary, fringe and indirect costs of staff working on housing programs and overall administration of the grant.

3	Goal Name	Code Enforcement
	Goal Description	The City supports the efforts of the Code Enforcement Division in conducting targeted inspections of housing in the Code Enforcement Target Area. The CE Target Area is determined to be deteriorated or deteriorating based on census data relative to housing indicators, including percentage of vacant housing, percentage of housing units valued under \$99,000 and \$50,000 and the number of structures being utilized as rentals. Additionally the area must be primarily residential and at least 51% LMI. Last, code enforcement together with public improvements, rehabilitation, and services to be provided, must be expected to arrest the decline of the area. CDBG funds are used to partially fund salary, fringe and indirect costs for the Code Enforcement Division.
4	Goal Name	New Housing Construction
	Goal Description	Construction of new affordable housing for low-income households that will remain permanently affordable for the community is a priority for the city. Funds are provided to private and non-profit entities and the City's CHDOs to carry out and accomplish this goal. CDBG funds are also used for salary, fringe and indirect costs associated with direct project staff time and overall grant and program administration.
5	Goal Name	Removal of Slum and Blight
	Goal Description	The City of Springfield has an abundance of vacant and blighted housing structures that are having a negative influence on the housing market and the surrounding neighborhoods. Removing blighted structures from within the city limits is a high priority for the city. In 2018, the City reprogrammed a portion of an under-active ED RLF to be used for demolition. Activities are still on going for the redistribution of these demolition funds. The re-programmed funds are not reflected in the 2019 budget as they were reflected in 2018 with expenditures continuing onto grant year 2019..

6	Goal Name	Public Services and Facilities
	Goal Description	Public service activities provide the best opportunity for the City to respond to specific needs identified within the community. For this reason, maximum resource allocation is planned in the following areas that have been identified in focus group sessions: public safety and crime prevention, downtown revitalization support, neighborhood support, and neighborhood enhancement activities (mowing and junk/trash). In 2018 the city amended its Consolidated Plan in order to accommodate public facility activities needed within the community. Funds for the public facility activities were reflected in the 2018 budget but have not been completed yet. Since these funds were programmed in 2018, they are not reflected in this budget but will be expended within the 2019 grant year.
7	Goal Name	Promotion of Fair Housing and Program Admin
	Goal Description	Promoting fair housing practices, including the completion of the Analysis of Impediments to Fair Housing and undertaking activities to inform citizens of their fair housing rights and promoting fair housing awareness to housing providers and practitioners is not only a HUD requirement, but it is also a priority for the Community Development Department. Additionally, professionally administered programs with standard performance measures and the ability to complete programs that are not only compliant with HUD regulations, but also make a difference in the community is a high priority
8	Goal Name	Economic Development and Job Creation
	Goal Description	The City of Springfield has experienced limited income increases in the past 5 years. Economic Development is one tool for the community to provide assistance to those that are experiencing poverty conditions. The ED program provides loans and technical assistance to for-profit entities, small businesses and micro-enterprise entities in order to create jobs especially for low and moderate income households. Additionally, the Minority Business program assists community members that are interested in starting small or micro-enterprise businesses.
9	Goal Name	Tenant Based Rental Assistance/Rapid Re-Housing
	Goal Description	Decent, affordable housing is a high priority for the City. The TBRA/RR programs provide rental assistance for homeless, special needs clients undertaking a self-sufficiency plan or accepting case management with a social service provider

Projects

AP-35 Projects – 91.220(d)

Introduction

The Community Development Department is recommending the CDBG, HOME and ESG funding amounts for FY2019 projects. Recommendations for projects and activities are based upon Con Plan survey data, draft action plan goals, individual project ratings and available funding. Recommendations have been vetted through the public participation process, including a public meeting, public comment period and approval by the City Commission.

The 2019 Preliminary Action Plan is based upon projected percentages of the 2019 allocation. Once allocations are announced, the actual 2019 Allocation budget will be set, based on compliance with CPD-19-01 Section IV- Development of Proposed Action Plans and Citizen Participation During the Interim and Section- V Pre-Award Costs, the city is submitting this budget in compliance with the Public Participation requirements to incur pre-award costs beginning April 1, 2019.

Actual allocations were announced May 1, 2018. Project budgets are communicated with both the actual dollar amount planned and the proportion of the total budget that project represents in order to begin grant year 2019 on April 1, 2019.

Projects

#	Project Name
1	2019 Neighborhood Enhancement Public Services
2	2019 HOME Administration Costs
3	2019 HOME CHDO Set-Aside and Administration
4	2019 HOME Housing Development Assistance
5	2019 HOME Rental Incentive Program
6	2019 Fair Housing and Program Administration
7	2019 Economic Development Initiatives
8	2019 HOME Tenant Based Rental Assistance
9	2019 Housing Rehabilitation Administration
10	ESG19 Springfield
11	2019 Housing Revolving Loan Fund
12	2019 HOME Loan Program
13	2019 Code Enforcement

Table 7 - Project Information

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

needs

The Federal CDBG, HOME and ESG funds are intended to provide low- and moderate-income households with viable communities, which include decent housing, a suitable living environment, and extended economic opportunities. Eligible activities include, housing rehabilitation and preservation, affordable housing development activities, public services, economic development, planning and administration.

The system for establishing the priority for the selection of these projects is predicated upon the following criteria:

- Meeting the statutory requirements of the CDBG, HOME and ESG programs
- Meeting the needs of low and moderate income residents
- Focusing on low and moderate income areas of neighborhoods
- Coordination and leveraging of resources
- Response to expressed community needs
- Sustainability and/or long-term impact, and
- The ability to demonstrate measurable progress and success.

Consequently, much of the City's funds are invested in the identified low and moderate-income census tract areas within Springfield.

The primary obstacles to meeting underserved needs are the limited resources available to address identified priorities. The City of Springfield will partner with other public agencies and nonprofit organizations, when feasible, to leverage resources and maximize outcomes in housing and community development. In the end, however, the need far exceeds the funding available from all sources combined.

AP-38 Project Summary
Project Summary Information

1	Project Name	2019 Neighborhood Enhancement Public Services
	Target Area	City-wide CDBG Eligible Area Code Enforcement Target Area
	Goals Supported	Public Services and Facilities
	Needs Addressed	Public Services and Facilities
	Funding	CDBG: \$256,050
	Description	The Neighborhood Enhancement Public Service Project is a comprehensive approach to improving Low-Mod areas of Springfield. 2019 Project combines several public service activities under one comprehensive umbrella project; activities include Supplemental Law Enforcement Assistance activity, the Promise Neighborhood project, neighborhood clean up/dumpster program, the mowing of abandoned/vacant lots and properties that are overgrown and found in violation of city ordinance, the removal of junk/trash from properties having received a code enforcement violation and the boarding securing of vacant and abandoned structures. 2019 Neighborhood Enhancement Public Services will make up about 13% of the 2019 funds available, which includes program income.
	Target Date	3/31/2020

<p>Estimate the number and type of families that will benefit from the proposed activities</p>	<p>LMI Areas make up roughly 75% of the area within the City of Springfield. The Supplemental Law Enforcement Assistance activity under this project provides an extra police officer to assist the neighborhood associations and crime watch groups work on proactive Community Oriented Policing Strategies in their areas. Likewise, the Promise Neighborhood project provides for community outreach and support for the Promise Neighborhood area. This is one of the poorest areas within the City of Springfield. The city also operates a neighborhood clean up/dumpster program available to neighborhood associations.</p> <p>The City operates a mowing program throughout the CETA of the city. This program mows and maintains vacant and abandoned lots as well as properties that are found in violation of the city's property maintenance ordinance. In the previous year, 343 abandoned lots were mowed an average of 8.5 times during the growing season. Additionally, approximately 1500 lots found in violation of the City's Property Maintenance Code were mowed.</p> <p>Likewise, the city provides for CDBG funded junk and trash removal for code enforcement violations if the owner does not comply with code enforcement orders. The city also directs the boarding/securing of vacant structures found throughout the City of Springfield. There are approximately 540 junk and trash removals and 110 board and secure activities typically taking place through the year.</p> <p>It is estimated that 3,000 households per year will be inspected by code enforcement. It can be said that Public Service activities also benefit the entire census tract in which the activity is performed.</p>
<p>Location Description</p>	<p>Public Service activities reach the greatest number of citizens. It can be said that Public Service activities also benefit the entire census tract in which the activity is performed. Supplemental Law Enforcement Assistance, neighborhood clean up/dumpster program, and the Promise Neighborhood are all done within LMI areas. Staff will balance the Public Service and Admin caps carefully and allocate funds so as not to outspend the appropriate caps.</p>

	Planned Activities	<p>Public service activities provide an opportunity for the City respond to specific needs identified within the community. For this reason, maximum resource allocation is planned in the following areas that have been identified in focus groups sessions: public safety and crime prevention, neighborhood support, and neighborhood enhancement activities.</p> <p>The Supplemental Law Enforcement Assistance activity under this project provides an extra police officer to assist the neighborhood associations and crime watch groups work on proactive Community Oriented Policing Strategies in their areas. Likewise, the Promise Neighborhood project provides for community outreach and support for the Promise Neighborhood area. This is one of the poorest areas within the City of Springfield. The City also operates a neighborhood clean up/dumpster program for neighborhood associations.</p> <p>The City also operates a mowing program throughout the CETA of the city. This program mows and maintains vacant and abandoned lots located in the area along with mowing lots that are cited through code enforcement. Likewise the city provides for CDBG funded junk and trash removal for code enforcement violations if the owner does not comply with code enforcement orders and boarding/securing of vacant structures found throughout the City of Springfield.</p>
2	Project Name	2019 HOME Administration Costs
	Target Area	City-wide
	Goals Supported	Owner Occupied Housing Rehabilitation Housing for Special Needs New Housing Construction Tenant Based Rental Assistance/Rapid Re-Housing
	Needs Addressed	Preservation of Existing Homes Quality Affordable Housing Units
	Funding	HOME: \$54,363

	Description	Administrative costs to provide for overall program management, coordination, monitoring and evaluation of HOME Program activities. Funding amount is 10% of the total HOME budget for 2019. Implementing Agency: Community Development Department. Funding to provide partial staff salaries and office expenses for the overall administration of the HOME program. Rehab activities for the HOME program that are directly tied to a specific Home activity can also be charged to the CDBG Housing Rehab Admin project. Funding also provides for monitoring of all housing programs in the City. Implementing Agency: Community Development Department. National Objective Code: LMH.
	Target Date	3/31/2020
	Estimate the number and type of families that will benefit from the proposed activities	This activity provides for partial salary costs for the overall grant and program management of the HOME program.
	Location Description	City Wide
	Planned Activities	Activities that will be undertaken in this project include overall grant management including Action Plan and CAPER development; HOME program project development and management activities and overall supervision of the grant.
3	Project Name	2019 HOME CHDO Set-Aside and Administration
	Target Area	City-wide
	Goals Supported	Housing for Special Needs New Housing Construction
	Needs Addressed	Quality Affordable Housing Units
	Funding	HOME: \$201,727
	Description	Funds for eligible CHDO activities to include project specific technical assistance and site control loans, project specific funds for acquisitions, rehabilitation, new construction and related staff costs for administering the home ownership, lease purchase and rental units developed with CHDO funds. Funds for this project will be 20% of the projected 2018 HOME budget. Implementing Agency:
	Target Date	3/31/2020

	Estimate the number and type of families that will benefit from the proposed activities	CHDO activities will be undertaken for housing activities for families that are low-mod income. Given the limited amount of funding, CHDO set-Aside funds are usually combined over several years and with other types of funding.
	Location Description	Activities are undertaken on a city-wide basis
	Planned Activities	Eligible owner, sponsor, developer activities can be undertaken with CHDO Set-Aside funds. CHDO Admin funds are used for administrative costs that are associated with a CHDO development
4	Project Name	2019 HOME Housing Development Assistance
	Target Area	City-wide
	Goals Supported	Housing for Special Needs New Housing Construction
	Needs Addressed	Preservation of Existing Homes Quality Affordable Housing Units Homeless Services
	Funding	HOME: \$340,000
	Description	This project encompass both the former Transitional to Permanent and the Private/Non-Profit Development Assistance. Housing projects will be considered for both, individuals and families that are also receiving supportive service assistance to help ensure successful transition into permanent housing. Local Non-profit and service agencies providing housing and services for clients (alone or in conjunction with other partners) are encouraged to submit proposals for the development or rehab costs of a project. The City's program will target homeless and/or special needs clients. Funding for this project represents 46% of the total HOME budget. Implementing Agency: Community Development Department
	Target Date	3/31/2020
	Estimate the number and type of families that will benefit from the proposed activities	Project will evaluate proposals submitted by non-profit housing and service providers, for either rehab or new construction for rental units or new affordable housing opportunities for home owners on a case-by-case basis. Assistance will vary dependent upon the needs of the project and people served.
	Location Description	Activities will be undertaken on a city-wide basis

	Planned Activities	Activities can include new construction or rehab of existing properties for use by homeless or special needs households. Projects can include both rental units and home ownership opportunities.
5	Project Name	2019 HOME Rental Incentive Program
	Target Area	City-wide
	Goals Supported	Housing for Special Needs New Housing Construction
	Needs Addressed	Quality Affordable Housing Units Homeless Services
	Funding	HOME: \$250,000
	Description	The city will assist for-profit and non-profit developers with the rehabilitation or new construction of rental units for low-income families (i.e. LIHTC). Projects are subject to design review to meet standards of affordable housing development and will be consistent with the City's Con Plan. Funding for this project is 13% of the overall HOME budget. Implementing Agency: Community Development Department. National Objective Code: LMH
	Target Date	3/31/2020
	Estimate the number and type of families that will benefit from the proposed activities	The City will assist non-profit and for profit developers with the rehabilitation or new construction of rental units for low-income (i.e. LIHTC). The project developers determine beneficiaries at the time of application
	Location Description	Activities will be undertaken on a city-wide basis
	Planned Activities	New construction or rehab of existing units for decent, affordable housing for low-income renters.
6	Project Name	2019 Fair Housing and Program Administration
	Target Area	City-wide
	Goals Supported	Promotion of Fair Housing and Program Admin
	Needs Addressed	Fair Housing and Program Administration
	Funding	CDBG: \$316,536

	Description	Promoting fair housing practices, including completing the Analysis of Impediments to Fair Housing and undertaking activities to inform citizens of their fair housing rights and promoting fair housing awareness to housing providers and practitioners is not only a HUD requirement, it is also a priority for the Community Development Department. Additionally, professionally administered programs with standard performance measures and the ability to complete programs that are not only compliant with HUD regulations, but also make a difference in the community is a high priority. Oversight, management, monitoring and coordination of the federal CD funded programs is accomplished through the City Departments of Community Development and Finance. 2019 Fair Housing and Program Administration will make up 16% of the 2019 funds available, which includes program income. Implementing Agencies: Community Development Department and Finance Administration. National Objective Code: NA
	Target Date	3/31/2020
	Estimate the number and type of families that will benefit from the proposed activities	This is an administration activity. On one hand, there are no beneficiaries because it is admin. On the other hand, each activity that is conducted through the CD department is touched by this administrative activity. Additionally, the Fair Housing activities reach a great number of people within the city.
	Location Description	This activity will be undertaken at City Hall and at numerous places in the community when staff meets with the public in the regular conduct of Fair Housing and administration of programs.
	Planned Activities	Activities for Fair Housing include outreach, education and counseling provided to renters, home-owners, lenders, social service agencies and other entities providing housing services within the community. Administration activities include the application, monitoring and reporting on federal fund usage. Additionally, staff also works to provide technical assistance to the public and other agencies within the community. This project partially funds salary fringe and indirect cost associated with the Fair Housing and Mediation Coordinator, Housing Rehab Coordinator, Development Programs Specialist, Development Programs Administrator, Grants Accountant and the Department Director.
7	Project Name	2019 Economic Development Initiatives
	Target Area	City-wide CDBG Eligible Area

Goals Supported	Economic Development and Job Creation
Needs Addressed	Economic Development and Job Creation
Funding	CDBG: \$232,737
Description	<p>The Economic Development Initiative Project is a comprehensive approach to improving the economic development climate in the Low-Mod areas and creating jobs specifically for Low-Mod persons in the community. Activities for 2019 will remain essentially the same. Activities for 2019 will include: 1) Springfield Technology Center - Located in LMI CT 1 BG 2, Springfield Technology Center receives funds for technical assistance and overhead costs for operation of the Springfield Technology Center which serves as a business incubator to provide support for business start-up/expansion in the community and job opportunities to LMI persons in the city. 2) Springfield Financial Center - providing technical assistance for various loan programs providing loans to new/expanding firms to create and retain for LMI populations. 3) Targeted Investment Loan - funded with CDBG PI, this revolving loan funds for-profit entities of commercial/industrial acquisition/rehab of real and personal property. 4) Minority Business Development - activities providing technical assistance to community members looking to start micro-enterprise and small businesses, especially minority owned. Technical assistance to include information and referral, training and business plan development and counseling. 2019 Economic Development Initiatives will make up 12% of the 2019 funds available, which includes program income.</p>
Target Date	3/31/2020

<p>Estimate the number and type of families that will benefit from the proposed activities</p>	<p>Economic Development Initiative is a comprehensive approach to improving economic development climate in the low-mod areas of the city, creating jobs specifically for low-mod persons in the community. Activities for 2019 will remain essentially the same. Activities will include:1) Springfield Technology Center - located in LMI CT 1 BG 2. Springfield Technology Center receives funds for technical assistance and overhead costs for operation of the Springfield Technology Center that serves as a business incubator to provide support for business start-up/expansion in the community and job opportunities to LMI persons in the city. 2) Springfield Financial Center - providing technical assistance for various loan programs providing loans to new/expanding firms to create and retain jobs for LMI populations. 3) Targeted Investment Loan - run with PI, this revolving loan funds for-profit entities of commercial/industrial acquisition/rehab of real and personal property. 4) Minority Business Development - activities providing technical assistance to community members looking to start micro-enterprise and small businesses, especially minority owner. Technical assistance to include information and referral, training and business plan development and counseling.</p>
<p>Location Description</p>	<p>The Economic Development Initiative Project is a comprehensive approach to improving economic development climate in the low-mod areas and creating jobs specifically for Low-Mod persons in the community. Activities for 2018 will remain essentially the same. Activities will include: 1) Springfield Technology Center - located in LMI CT 1 BG 2. Springfield Technology Center receives funds for technical assistance and overhead costs for operation of the Springfield Technology Center that serves as a business incubator to provide support for business start-up/expansion in the community and job opportunities to LMI persons in the city. 2) Springfield Financial Center - providing technical assistance for various loan programs providing loans to new/expanding firms to create and retain jobs for LMI populations. 3) Targeted Investment Loan - run with PI, this revolving loan funds for-profit entities of commercial/industrial acquisition/rehab of real and personal property. 4) Minority Business Development - activities providing technical assistance to community members looking to start micro-enterprise and small businesses, especially minority owner. Technical assistance to include information and referral, training and business plan development and counseling.</p>

	Planned Activities	The Economic Development Initiative Project is a comprehensive approach to improving economic development climate in the low-mod areas and creating jobs specifically for Low-Mod persons in the community. The City of Springfield has experienced limited income increases over the past 5 years. Economic Development is one tool for the community to provide assistance to those that are experiencing poverty conditions. The ED program provides loans and technical assistance to small businesses and micro-enterprises in order to create jobs. Additionally, funds in this project partially funds the City's Minority Business Coordinator salary and administrative costs. This position assists community members that are interested in starting a micro-enterprise business. While in this Action Plan year 4 jobs will be created and 5 businesses will be assisted, the entire community benefits.
8	Project Name	2019 HOME Tenant Based Rental Assistance
	Target Area	City-wide
	Goals Supported	Housing for Special Needs Tenant Based Rental Assistance/Rapid Re-Housing
	Needs Addressed	Quality Affordable Housing Units
	Funding	HOME: \$60,000
	Description	Program will provide tenant based rental assistance to homeless families participating in the Project Woman self-sufficiency program. SMHA will screen candidates and will be reimbursed for staff project costs and rental assistance provided. Funds budgeted for this activity represent 8% of the total HOME budget. Implementing Agency: Community Development Department. National Objective Code: LMH
	Target Date	3/31/2020
	Estimate the number and type of families that will benefit from the proposed activities	The TBRA project anticipates assisting 9 homeless, special needs households with rental assistance. Project Woman will provide case management
	Location Description	Qualified tenants of the Chrysalis House will be offered TBRA assistance Rental assistance will be provided to 9 households.

	Planned Activities	Qualified tenants of the Chrysalis House will be offered TBRA assistance Rental assistance will be provided to 9 households. Clients will enroll in a case management based self-sufficiency plan with Project Woman. Once rental assistance is secured, the tenant may move from the Chrysalis House and keep the rental assistance if they are still engaged in the self-sufficiency plan.
9	Project Name	2019 Housing Rehabilitation Administration
	Target Area	City-wide
	Goals Supported	Owner Occupied Housing Rehabilitation Housing for Special Needs New Housing Construction Tenant Based Rental Assistance/Rapid Re-Housing
	Needs Addressed	Preservation of Existing Homes Quality Affordable Housing Units Homeless Services
	Funding	HOME: \$578,122
	Description	Funding to provide staff salaries and office expenses for the implementation of housing activities and overall grant management of the housing rehab projects through both The HOME and CDBG programs. Funding provides general administrative support for housing programs as well as specific activity delivery costs that can be tied back to a HOME or CDBG activity. Under the direct cost allocation, the salary, fringe and indirect costs of one housing rehab specialist is included as well as partial salary costs for the Development Programs Specialist who works directly with clients in the application and approval process, a project manager and an administrator that works with larger projects on project development, invoice processing, environmental review, and monitoring. This project also includes overall housing rehabilitation program administration costs, partially funding overall grant management costs for the project manager, a grants administrator, and an administrator as well a partially funding the department director's salary. Implementing Agency: Community Development Department. National Objective Code: LMH. 2019 Housing Rehab Admin will make up about 30% of the 2019 funds available, which includes projected program income.
	Target Date	3/31/2020

	Estimate the number and type of families that will benefit from the proposed activities	Part of this activity is a direct project cost tied to housing activities. These activities will record beneficiaries that are Low-Mod Income under another activity. Additionally, most of the activities are also provided for a targeted audience: elderly, special needs - developmentally disabled, mental health, etc. Included in this project are also general support for the housing rehabilitation programs. The direct salary costs will be associate with the provision of a CDBG or HOME housing activity.
	Location Description	City Wide
	Planned Activities	<p>Part of this activity is a direct project cost tied to housing activities. Activities that will be undertaken in this project include: working with program beneficiaries to qualify their income eligibility, accept application, write rehab specs, make inspections, work with the contractor to communicate beneficiary needs, invoice payment and documentation. These activities will record beneficiaries that are Low-Mod Income under another activity. Additionally, most of the activities are also provided for a targeted audience: elderly, special needs - developmentally disabled, mental health, etc. Included in this project are also general support for the housing rehabilitation programs. Under this direct cost allocation, the salary, fringe and indirect costs of one housing rehab specialist is included as well as partial salary costs for a support position that works directly with clients in the application and approval process, a project manager and administrator that works with larger projects on project development, invoice processing, environmental review, and monitoring.</p> <p>This project also includes overall housing rehabilitation program administration costs, partially funding overall grant management costs for the project manager and administrator as well a partially funding the department director's salary.</p>
10	Project Name	ESG19 Springfield
	Target Area	City-wide
	Goals Supported	Housing for Special Needs
	Needs Addressed	Quality Affordable Housing Units Homeless Services
	Funding	ESG: \$148,427

	Description	Funds for operating costs of local homeless shelters providing a clean, safe shelter for homeless individuals/families. Administration costs for the ESG, HMIS activities and the provision of rapid rehousing services. Implementing Agencies: City Community Development Department, Interfaith Hospitality Network, and Project Woman. National Objective Code: LMH
	Target Date	3/31/2020
	Estimate the number and type of families that will benefit from the proposed activities	<i>All beneficiaries will be homeless. This includes individuals and families and special needs clients. Shelter Operations will serve 300 per year and Rapid Re-Housing will serve 8 families</i>
	Location Description	<i>City Wide</i>
	Planned Activities	Funds for operating costs of local homeless shelters providing a clean, safe shelter for homeless individuals/families. Administration costs for the ESG program, HMIS activities and the provision of rapid rehousing
11	Project Name	2019 Housing Revolving Loan Fund
	Target Area	City-wide
	Goals Supported	Owner Occupied Housing Rehabilitation New Housing Construction
	Needs Addressed	Preservation of Existing Homes Quality Affordable Housing Units
	Funding	CDBG: \$68,000
	Description	Revolving Loan Fund (RLF) for City Housing Rehab Projects that utilize program income as a funding source. Monies are recaptured from previously funded loans through loan payments and pay-offs and "re-loaned" to eligible homeowners through various rehab programs. Implementing Agency: Community Development Department. National Objective Code: LMH
	Target Date	3/31/2020
	Estimate the number and type of families that will benefit from the proposed activities	Program Income from housing activities will be used to fund 2019 housing rehab activities. The city expects to rehab about 20 homes using the Emergency Repair Program, including roofs, furnaces, plumbing, electric and other one-item emergency repair requests. At least half of the program participants will be elderly
	Location Description	City Wide

	Planned Activities	Program Income from housing activities will be used to fund 2018 housing rehab activities. The city expects to rehab about 20 homes using the Emergency Repair Program, including roofs, furnaces, plumbing, electric and other one-item emergency repair requests. At least half of the program participants will be elderly
12	Project Name	2019 HOME Loan Program
	Target Area	City-wide
	Goals Supported	Owner Occupied Housing Rehabilitation
	Needs Addressed	Preservation of Existing Homes Quality Affordable Housing Units
	Funding	HOME: \$69,310
	Description	This program is the city's comprehensive housing rehab program for homeowners. The program will include homeowners at or below 80% AMI. The program will provide loans for contracted comprehensive rehab services for targeted population with a sliding scale repayment terms that is based on income, age, disability and/or military status. The 2019 budget represents about 9% of the total 2019 grant amount. Implementing Agency: Community Development Department. National Objective Code: LMH
	Target Date	3/31/2020
	Estimate the number and type of families that will benefit from the proposed activities	Beneficiaries will be homeowners at or below 80% of the AMI.
	Location Description	Activities will be undertaken on a city-wide basis
	Planned Activities	Funds will be allocated for the comprehensive rehabilitation of low-mod owner-occupied housing. Funds must be used to address all code violations
13	Project Name	2019 Code Enforcement
	Target Area	Code Enforcement Target Area
	Goals Supported	Code Enforcement Removal of Slum and Blight
	Needs Addressed	Preservation of Existing Homes Quality Affordable Housing Units Removal of Slum and Blight

Funding	CDBG: \$816,514
Description	The Code Enforcement Project is the administrative/salary costs of providing code enforcement officers in Low-Mod areas to assess properties for code violations. Code Enforcement activities paid for with CDBG funds only take place in locally defined target areas based on LMI Census Tract location, number of Code Enforcement complaints, housing value, vacancies, percentage of renters in the area and the existence of other programs in the area that can be expected to arrest the decline of the area. The local Code Enforcement Target Area is determined on a bi-annual basis. 2019 Code Enforcement Project will use 42% of the 2019 funds available, which include program income. Code Enforcement expenditures cover partial salary costs of 5 code enforcement officers, partial salary costs for two support positions, partial salary for a code enforcement supervisor and partial support for the department director.
Target Date	3/31/2020
Estimate the number and type of families that will benefit from the proposed activities	It is estimated that 3000 Code Enforcement inspections will be performed in the CETA.
Location Description	All activities will be done in the CETA
Planned Activities	Code Enforcement inspections in the CETA. An estimated 3000 inspections will be made.

AP-50 Geographic Distribution – 91.220(f)

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

The city will make all housing programs and housing development projects eligible city-wide in order to ensure the city is not concentrating low income or minority populations through affordable housing projects. Public service activities will be targeted to the CDBG eligible area, consisting of census blocks with 51% or more of the population at 80% or below AMI, in order to ensure the achievement of a CDBG national objective. Code Enforcement activities will be targeted to the CETA with greater concentrations of poverty and property maintenance violations, vacant housing percentage, property value and rental population.

Priority CDBG funding includes areas where there is a majority of low and moderate-income persons (LMI). According to population data in this plan the 2010 census showed the population of Springfield falling to 60,608 down over 10,000 from 1990. The only exception to this declining population trend has been the increase in Hispanic residents. From 2000 to 2010 census the Hispanic population jumped from 770 residents to 1,824 residents. Hispanic residents make up 3% of the total population. The minority population grew as a proportion of the general population moving from 22% of the population to 25.7%. Between the 2000-2010 the white population shrunk from 51,007 residents to 45,607, a decrease of almost 6,000. Despite the decline white residents still make up 74.3% of the population. Therefore, there were no dramatic shifts in proportions.

Concentrations of Minority and Hispanic Persons: HUD defines areas of racial concentration overall. In Springfield, minority persons comprised 25.7 % of the population. Therefore an area of racial concentration includes an area where the percentage of minority residents is 35.7% or higher. There were six census tracts that met the criteria for areas of racial concentration. Census Tract CT2 - 75.3%, CT9.02 - 70.7%, CT11.01 - 77.8%, CT11.02 - 71.4% and CT12 - 53.1%. In addition persons of Hispanic origin represent 3% of the population of Springfield. Therefore, an area of ethnic concentration included the census tracts where the percentage of Hispanic residents is 13% or higher. No census tract met these criteria.

Low-Moderate Income Area- LMI persons as determined by HUD, have incomes at or below 80% of the Median Family Income (MFI). HUD defines an LMI census tract in which 51% or more of the population have incomes of 80% of MFI. According to census data 13 whole census tracts are qualified as LMI and 5 census tracts have one or more block groups that qualify as LMI. Three census tracts in the city did not qualify.

Geographic Distribution

Target Area	Percentage of Funds
-------------	---------------------

Target Area	Percentage of Funds
City-wide	20
CDBG Eligible Area	40
Code Enforcement Target Area	40

Table 8 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

All housing related activities are allocated as a city-wide investment. Beneficiaries of housing activities are LMI and can choose/have chosen to live throughout the entire city. The city supports the idea of spreading housing options throughout the city so as not to concentrate low-income populations into certain census tracts or neighborhoods. In reality, most of the housing rehab activity does occur within the CDBG Eligible Area. Economic Development activities can also be citywide if it qualifies for a Low-Mod Jobs or Businesses Benefit designation. Activities conducted on LMA (CDBG Eligible) basis include all public services activities including weed cutting, junk and trash and board and secure. Approximately 85% of the city's Census Tracts qualify as low-mod income areas. Activities that specify LMA as a national objective therefore cover most of the city. Code Enforcement activities are directed to the narrowed Code Enforcement Target Area which is based not only upon the CT being low-mod, but also the number of code enforcement complaints, vacant homes, depressed housing values, a high percentage of renter occupied housing and the availability of other resources that will assist in the redevelopment of the area. Economic Development activities can qualify either the beneficiary as LMI or the area as LMA. ESG program activities are considered City Wide.

Discussion

As a part of the 2015-2019 Consolidated Plan effort, the City identified several target areas throughout the City. Each area has a specified set of activities that can be conducted in that area based on compliance with HUD regulations for the CDBG program. Both HOME and ESG activities are carried out city-wide.

Affordable Housing

AP-55 Affordable Housing – 91.220(g)

Introduction

The City utilizes a combination of strategies and funding sources to address the affordable housing need in the community. As in the past, the City will continue to spend a large portion of its CDBG funds on housing activities and the provision of decent, affordable housing. Likewise, the HOME funds that the city receives are also targeted for affordable housing. CDBG program income funds from prior years will be used to fund an Emergency Repair program for homeowners at or below 80% AMI CDBG PI will also be used by the City’s CHDO to promote ownership and rehab through the home purchase and rehab incentive (HPRI) program. The City will utilize HOME funds to impact both owner occupied and rental housing in the city with comprehensive rehab programs for homeowners and development and rehab programs for the addition of decent affordable rental units in the City. HOME will also fund a small TBRA program that is connected to a self-sufficiency program with a local domestic violence program. Finally, ESG will be used to rapidly re-house homeless clients into decent affordable rental units and for shelter operations.

Additionally, a new program was created in 2018 for homeowners with incomes at or below 120% of the area median income. The new program uses program income received from the Lead Safe Springfield program grant that ended in 2016 and will assist homeowners in addressing exterior improvements including vinyl siding and replacement window and exterior doors. In 2018 one activity was completed in this new program.

One Year Goals for the Number of Households to be Supported	
Homeless	300
Non-Homeless	40
Special-Needs	5
Total	345

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

One Year Goals for the Number of Households Supported Through	
Rental Assistance	30
The Production of New Units	1
Rehab of Existing Units	30
Acquisition of Existing Units	0
Total	61

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

Discussion

Affordable housing goals for 2019 remain consistent with prior years goals. Staff has been able to utilize programs to maximize the affordable housing benefit by partnering with local non-profit groups and/or tax credit developers. One local project submitted a 2019 tax credit project application. This project will construct an affordable elderly rental development. This project will also request the use of HOME Entitlement Funds. The application is Phase two of the tax credit project awarded in previous years. Construction of phase 1 is complete and all units are rented up.

AP-60 Public Housing – 91.220(h)

Introduction

SMHA strives to maintain high quality management and operations of its housing programs and units. SMHA uses various HUD devised manuals in implementing its management and maintenance policies including Admissions and Continued Occupancy Handbook, PH Maintenance Plan Document, FSS Action Plan, Public Housing Assessment System Manual, Section 8 Administrative Plan, Housing Inspection Manual, Section 8 and Voucher Program Master Book, and HUD Handbook 7420.7.

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

City staff coordinates with SMHA on a regular basis. Both agencies are active participants in the Continuum of Care process and both coordinate together on the administration of three Continuum of Care Grants. The city's Fair Housing coordinator also coordinates with SMHA staff on Fair Housing and mediation issues. Additionally, SMHA holds a designated seat on the Community Grant Advisory Board and helps to guide the use of CDBG, HOME and ESG funds in the city. The City Commission appoints two members of the SMHA Board.

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

To better serve the needs of its residents, SMHA offers training and educational services to staff that communicate with residents on a daily basis. SMHA also offers new and continuing educational programs to residents at the Community Center to enhance the living environment of public housing residents. SMHA's overall objectives are to expand home ownership among low-income households, to improve existing housing stock among low-income renter households, and to provide adequate and efficient services to existing public housing residents. To accomplish this, SMHA has established resident councils at two of the public housing communities. Resident councils are involved with management operations, modernization needs, the family self-sufficiency program, and the homeownership program.

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

Springfield Metropolitan Housing Authority reports that they are not designated as a troubled or substandard agency currently. SMHA is designated as a "Standard Housing Agency" as of November 2015. HUD had previously provided technical assistance to SMHA, but that ended in 2014. The executive Director reports that the agency continues to grow stronger financially and organizationally. SMHA was presented with the Dave Yost Auditor of State **OHIO AUDITOR OF STATE AWARD** plaque. The award was presented for excellence in financial reporting in accordance with General Accepted Accounting Principles (GAAP) and compliance with applicable laws for the fiscal year ended 2017.

Discussion

The City partners with the local PHA on several projects. SMHA is a valuable member of the local Continuum of Care group and assists with the operation of three Shelter + Care grants and the HOME TBRA program. The working relationship with the local PHA is good.

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

Introduction

The Springfield/Clark County Housing Collaborative (HC) recently undertook a strategic planning process to update their plan to end homelessness. Looking at what homelessness looks like in Springfield and Clark County, the HC found that those experiencing homelessness in our community are almost as likely to be families with children as they are single adults. The current state of homelessness in Clark County (2017 PIT):

- 34 homeless individuals were identified as "in shelter" based on the 2017 PIT
- 18 individuals were identified as "unsheltered" homeless; living on the streets, in cars, or other places not meant for human habitation.

Based on current analysis of goals and program expectations, the local CoC established the following goals to reduce all homelessness in Springfield/Clark County by 40% in 10 years and by 80% in 20 years.

1. Prevent Homelessness Whenever Possible
2. When Homelessness Does Occur, End it Quickly
3. Homeless Programs Operate Effectively and Efficiently
4. Homeless Systems (Planning Region 15) Operate Effectively and Efficiently

Springfield/Clark County Housing Collaborative and local Continuum of Care Operates Effectively and Efficiently

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 participates in the Springfield/Clark County Housing Collaborative (HC), the local CoC. This HC has adopted a Strategic Plan to End Homelessness. Outreach and assessment of homeless persons is a part of that strategic plan. Goal 1 is Prevent Homelessness Whenever Possible. One of the strategies to address this goal is to "increase the use of a broad based approach to outreach to include service providers and organizations in the Housing Collaborative." Additionally, Goal 4, Homeless Systems Operate Effectively and Efficiently lists "develop, implement and monitor coordinated intake and assessment processes within Region 15 (Springfield/Clark County and Greene County) as a strategy to address this goal. The intake and assessment process plays an integral role in identifying those individuals that are homeless and making sure their needs are addressed by the proper agency.

There are many social service agencies in the city that provide benefits to low-income individuals and

families in order to prevent homelessness or serve those who are homeless. By linking clients with the proper services a homeless episode may be avoided or shortened or an unsheltered clients may accept housing with the right offer for services. For this next Action Plan year the City will continue to work to support of the Continuum of Care agencies that provide direct services to the sheltered and unsheltered homeless.

Addressing the emergency shelter and transitional housing needs of homeless persons

Goal 2 of the Strategic Plan to End Homelessness includes the strategies that the Housing Collaborative has adopted for the coming years. This Goal speaks to the emergency and transitional shelter needs of the homeless in Springfield and include; 1). "Improve the percentage of clients in temporary and transitional housing that are being exited to permanent solutions, 2). Shorten the length of time persons remain homeless in transitional housing programs (the goal is for the average length of stay to be under 240 days), and 3). Increase access to and receipt of mainstream resources and cash and non-cash benefits for those experiencing homelessness."

These goals should assure at least 50% of all emergency shelter clients receive mainstream benefits and 70% of all rapid re-housing, temporary housing and traditional housing clients maintain or increase income during their program stay. The plan calls for the use of quarterly performance reports and regular monitoring of programs for measuring performance.

The City works with the Continuum of Care to distribute the Emergency Solutions Grant to local emergency and transitional housing providers. This grant provides much needed operational funds to local agencies as well as funds for rapid re-housing and case management. The local continuum has worked over the last several years to develop a coordinated system for intakes and referrals. Beginning with HPRP program and continuing into the re-organization of the Homeless Grants and ESG, the local Continuum has adapted and updated policies and procedure to comply with changing regulation. The changes have produced a more responsive and efficient system of serving at risk and homeless populations. The City has moved forward with changes in the Homeless Programs, the City and the Continuum of Care has continued holding rapid re-housing and shorter stays in homeless shelters as a priority. All grant programs throughout the continuum have the goal of exiting clients into permanent housing and the permanent housing programs have the goal of keeping clients housed at least six months.

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

The Housing Collaborative Plan to End Homelessness addresses the needs of chronically homeless in making the transition to permanent housing and includes the goal of shortening the length of time that households experience homelessness, utilizing a rapid re-housing approach. The goals of this plan are to:

- Prevent Homelessness Whenever Possible
- When Homelessness Does Occur, End it Quickly
- Homeless Programs Operate Effectively and Efficiently
- Homeless Systems (Planning Region 15) Operate Effectively and Efficiently
- Springfield/Clark County Housing Collaborative and local Continuum of Care Operates Effectively and Efficiently.

Each of these goals have strategies listed that will assist in meeting the individual goal and the plan to End Homelessness in 20 years. Specifically, the HC looks to the listed strategy "Increase targeting of Permanent Supportive Housing (PSH) resources to those experiencing homelessness with the greatest barriers and longest terms of homelessness" to have the most effect on the chronically homeless, veterans and unaccompanied youth in obtaining permanent housing.

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

The Plan to End Homelessness addresses prevention and discharge planning as strategies in the first two goals (1. Prevent Homelessness Whenever Possible and 2. When Homelessness Does Occur, End it Quickly). These goals list increasing the use of quality diversion strategies and measuring the impact and effectiveness of their use. The HC seeks to increase the use of broad based approaches to outreach to include service providers and organizations in the HC and educating members on the benefits of a broad based approach and the potential impact of ending homelessness in 20 years. Along with prevention strategies, the HC also identifies increasing access to and receipt of mainstream resources and cash and non-cash benefits for those experiencing homelessness.

Continuum of Care members routinely works with at-risk populations that maybe discharged into homelessness. It is the goal of the CoC to prevent discharge into homelessness and to be able to permanently house these clients as quickly as possible. While CDBG funds have been used to support this goal, the local agencies have been able to receive other funds to assist in this goal.

Discussion

The Springfield/Clark County Housing Collaborative Strategic Plan to End Homelessness sets a path to

ending homelessness in the Springfield/Clark County region by 2035. The goals and strategies identified in that plan are summarized here in the Consolidated Plan will guide the CoC's work progressing towards the ultimate goal of ending homelessness. This is not meant to say that no one will ever have a housing crisis or need to spend a night in an emergency shelter. Ending homelessness means that when it does occur, homelessness is rare, short-term, and does not recur. Progress on this plan will be gauged by the use of data collected through the annual Point in Time (PIT) Count. PIT Counts are one-day, unduplicated counts of sheltered (in emergency shelters and transitional housing programs) and unsheltered homeless persons. This data is the best indication of how well the plan is working in preventing, reducing, and ultimately ending homelessness for our community members. In particular, the unsheltered counts should provide a picture of those persons who are absolutely in need of homeless program beds/units but who have been unable to access those resources. As their numbers decrease, this should serve as an indication that those in need of homeless services are being served by appropriate programs and that those who can be served by other systems/providers have been appropriately connected and referred away from the homeless system.

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

Introduction:

There are a number of State and local regulations designed to promote the orderly development and maintenance of safe, decent and sanitary housing in the community. Sometimes these regulations can act as barriers to affordable housing. That does not appear to be the case in Springfield. The Community Development Department, including planning and zoning and building regulations divisions, work hard to ensure a barrier-free environment not only for affordable housing, but for all new developments. The current public policies relating to housing and in particular, affordable housing, do not appear to be excessive, exclusionary, or discriminatory nor do they duplicate any other policies.

Each year the Fair Housing Coordinator analyzes this process and determines the barriers to affordable housing and impediments to fair housing. The Fair Housing program staff is dedicated to pursuing housing equality within Springfield. Staff works with both landlords and renters to ensure that federal fair housing practices are being followed within Springfield.

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

The City will continue its proactive position in regard to affordable housing by continuing to provide both financial and technical assistance to affordable housing activities and projects. The city is committed to the principle that all individuals should have available to them an equal opportunity for housing choices regardless of their race, color, religion, familial status, sex, national origin or handicap. The City also operates a fair housing program and has staff dedicated to pursuing housing equality within Springfield. Staff works with both landlords and renters to ensure that federal fair housing practices are being followed with in Springfield.

The City also fosters and maintains its affordable housing stock through the code enforcement program, an exterior inspection program targeted toward CE Target Areas; the housing rehabilitation programs that provide low-income homeowners assistance in addressing housing deficiencies, and participation in new homeowner and rental housing developments projects.

The City will continue to monitor relevant public policies to ensure they do not change in such a manner as to constitute a barrier to affordable housing. The Zoning Codes used by the city do not restrict the development of special needs or other housing targeted towards making housing more accessible.

Discussion:

The City of Springfield works very hard to create an environment friendly for affordable housing

projects. The land use controls, tax policies, zoning codes, building codes and other policies do not restrict affordable housing projects. The City works closely with nonprofit and for profit agencies working to meet affordable housing needs of the residents. Recent projects have included senior affordable housing projects through HOME and NSP dollars, as well as a new tax credit senior project, and permanent supportive housing for homeless people. The City also helped Habitat for Humanity acquire land and build 16 new affordable houses to sell to the very low-income population. The City will continue to strive to limit the effects of public policy on the development of affordable housing.

AP-85 Other Actions – 91.220(k)

Introduction:

CITY OF SPRINGFIELD MINORITY BUSINESS OUTREACH The City continues to be committed to Minority Business Development, through Chapter 153 of its Codified Ordinances. This Chapter identifies the following objectives, 1.) To ensure that disadvantaged and minority business enterprises have maximum opportunity to participate in all City contracts; 2.) To encourage all City contractors to make conscientious efforts, consistent with sound procurement practices and applicable law, to afford disadvantaged and minority/female business enterprises a fair opportunity in their subcontracting or supplying process; and 3.) To prohibit City contractors from discriminating against potential subcontractors and potential suppliers because such potential subcontractor or potential supplier is a minority/female or a disadvantaged business. (Ord. 94-106. Passed 4-5-94.) The City of Springfield's Minority Business participation goal for HUD funded projects is at 22% of the applicable contract amount. Staff in the Community Development Department and the Division of Purchasing within the Purchasing Department work together to ensure Minority, Female and Disadvantaged Business Enterprises has the maximum opportunity to participate in all City contracts regardless of funding source. The Minority Business Office provides the following services business start-up assistance information on procurement policies and opportunities; each bid package must include the Minority Business Requirement Package. Training and technical assistance seminars networking opportunities prime and subcontracting opportunities; local, State and Federal Certification assistance; special outreach to re-entering citizens; Historically Disadvantaged Directory on the City's website.

Actions planned to address obstacles to meeting underserved needs

The City of Springfield continues to partner with area agencies that work specifically with at-risk and underserved populations in allocating the Emergency Solutions Grant and Shelter + Care Grant funds. ESG Funds are targeted towards shelter operations as much as possible to allow for the ongoing operation for these facilities. Additionally, ESG will also assist with the coordination of an overflow shelter and hotel voucher program that will be able to house those unsheltered homeless in the community that seek shelter when the temperatures fall below the range when it is safe to live outdoors. Services and shelter is offered to these individuals on a longer-term basis as well. The Shelter + Care grants address the hard to house homeless populations that include disability and addiction clients. These clients are provided both housing and case management to assist them in remaining housed.

Actions planned to foster and maintain affordable housing

The City of Springfield continues to support local groups, such as Habitat for Humanity, Interfaith Hospitality Network, Developmental Disabilities of Clark County, the local Mental Health and Recovery Board and Neighborhood Housing Partnership, who work to provide decent affordable housing and seek viable financing options for such housing programs.

The City also continues to operate the CDBG Emergency Repair Program, the HOME Investment Partnership programs and the Lead Safe Springfield Program. These programs provide eligible homeowners (and landlords in the Lead Program) with affordable loan products to stabilize homes, repair emergency system failures and other code concerns. The programs enhance the livability of homes and provide owners with affordable methods to make necessary repairs. This action not only assists in stabilizing a homeowner, it also helps to stabilize a neighborhood. In 2017 an Exterior Improvements program will be added to the City's loan products. The program will assist homeowners with income at or below 120% of the area median (or non-profit organizations providing housing to such clients) with vinyl siding and/or replacement windows and exterior doors. The program will operate with program income funds received for the Lead Safe Springfield grant program that closed in 2016.

Code Enforcement also works to foster affordable housing. By maintaining a minimum set of standards that is expected of all structures in the City, residential and commercial, owner occupied or rental, all structures benefit. Code Enforcement officers not only work to enforce the City's Property Maintenance Codes, but refer eligible property owners to CDBG and HOME programs that might assist in the maintenance of distressed property. Addressing the minimum standards required by code allows a neighborhood to maintain a standard quality of housing so that all area homes and residents benefit.

Actions planned to reduce lead-based paint hazards

The City of Springfield recently closed out the 2012 Lead Based Paint Hazard Control Grant effective December 14, 2016. Under this last of 6 grants the City of Springfield has assisted over 1300 residential units in the Springfield Clark County area by making them lead safe at a cost of approximately \$17,500,000.00. Information and experience from the direct operations of these grants has enabled the city to incorporate certain elements of addressing lead base hazards into City's two primary housing programs, Emergency Repair Program and the HOME loan program.

The Emergency Repair Program, ERP, has added the eligibility of lead base paint as a qualifying need. Based upon the nature of the request, typically based upon a report signifying the presence of lead base paint, the City will assist the eligible homeowner, by addressing the most cost effective items within program limits. The work would be completed by qualified contractors. The Emergency Repair Program establishes limits for each type of eligible category of request, typically up to \$3,000.00, but could be as much as \$5,000.00 based upon overall available funding at the time. This program is a installment loan @ 0%, over a maximum term of 5 years, based upon the maximum loan amount usually not to exceed \$3,000-\$5,000. Qualified families must reside in a single family residence and have a household income within 80% of the area median income can apply to the ERP program.

The HOME Loan program has already included Lead Base Paint as a part of its overall required scope of work under the program. A lead base paint inspection report is obtained from a qualified risk assessor, which assists city staff to evaluate proposed rehab items appropriately. Again, the rehabilitation work is completed by qualified contractors. Any family that resides in a single family residence and has a household income within 80% of the area median can apply to the HOME Loan program. Customers are

assisted in addressing these costs by being provided a three year deferred loan of up to \$3,500.00, which upon completion becomes grant. The HOME loan program traditionally provides qualified homeowners up to about \$20,000-\$22,000 in funding to address property deficiencies. This program provides a combination of a deferred loan and installment loan. Both loans are at 0%, over a maximum installment term of 10-15 years based applicant criteria, and with a maximum loan amount usually not to exceed \$20,000-\$22,000.

The City has received approximately \$160,000.00 in program income from previously lead base paint assisted property owners. The City has started discussions with our grantee technical representative to discuss possible uses of these funds for a specific lead base paint program. It is hopeful that the City will be permitted to create a limited program, short of what the lead based paint hazard control grant required, so we are able to assist citizens with specific lead base concerns only. This would alleviate the burden on the Emergency Repair Program to address such concerns specifically as well enable the program to focus on other categories and that some situations have a greater need than the ERP program can address. It also would provide another option for those property owners that do not wish to accept the rehabilitation requirements of the HOME loan program regarding the required work, when their primary concern is lead base paint.

Actions planned to reduce the number of poverty-level families

Reducing the number of persons in poverty remains one of the foremost aims of public policy within the Community Development Department. According to the 2009-2013 American Community Survey 5-year estimates, 23.7% of all families had incomes that were below the poverty level in Clark County. 44.2% of households with a female head of household were below the poverty level and 57% of female head of households with children under 5 years were below the poverty level. The goal of the City is to provide opportunities for these residents to help themselves out of this condition. The city funds Economic Development activities in order to increase the available jobs for these households. Additionally, the City's Minority Business Development Coordinator works directly with individuals, often-female heads of households, in starting a micro-enterprise business.

The city also offers programs that can assist those living at the poverty level, including affordable housing options, economic opportunities, and more efficient social service delivery systems. While these activities may not increase a household's income, the underlying issues creating the existence of poverty can be better addressed. The existence of poverty is often the result of a combination of factors. According to the feedback received during stakeholder workshops, the major issues to be addressed in the community are: transportation services, housing rehabilitation, targeted neighborhood revitalization, affordable rental housing, tenant based rental assistance, and housing and economic opportunities. Each of these needs is recognized in the Consolidated Plan. The resources currently available to address this problem include CDBG, HOME, ESG funds, Lead Safe funds, and NSP funds.

Springfield has an active group of community-based organizations that provide housing and community

development services. The City will continue to work closely with and cooperate with these organizations so as many qualified households as possible benefit from available resources. The City, in collaboration with the Continuum of Care, will continue to address activities which will allow persons to remain in their housing; keep it decent, safe and sanitary; provide affordable housing opportunities for the low and moderate income persons; and work to increase economic opportunities to the low income individuals in the community. Low interest loans for rehabilitation will permit low and moderate-income persons to be better able to use limited resources for other necessary items (i.e. clothing, food, transportation costs, etc.). The principal goal of this coordinated strategy is to assist low- and moderate-income renters and owners, the homeless, female headed households with children, low-income elderly, persons with AIDS, public and assisted housing residents, persons with mental and physical disabilities, and other special needs populations.

Actions planned to develop institutional structure

The City of Springfield's Community Development Department is the lead agency responsible for the development of the Consolidated Plan and Action Plan. The Development Program Division's responsibility includes oversight and administration of all CDBG, ESG and Continuum of Care Homeless Program grant programs funded by HUD. The Housing Division administers a variety of housing programs funded by CDBG, HOME, Lead Safe Springfield programs. Responsibility for the NSP1 and 2 programs is shared between the two divisions. Both city divisions in turn work closely with local human service and housing providers and local institutions in order to most effectively meet the needs within the community with limited federal, city, non-profit, and for-profit resources. The Community Development Department administers the city's code enforcement activities, which is the largest CDBG expenditure. The same department is administratively responsible for program formulation, regulatory compliance, budgeting and subrecipient monitoring and reporting responsibilities to the Department of Housing and Urban Development (HUD). The Community Development Department implements the City's housing rehabilitation, homeownership and homeless services programs, which address the issue of affordable and decent housing in different ways. This department also administers the City's Fair Housing Policy, Minority Business Development and Neighborhood Enhancement programs. The City utilizes two boards to help prioritize CDBG, HOME, ESG, and other federal, state and local grant related projects, budgets, and expenditures. The Community Grant Advisory Board (CGAB) assists with all federal grant programming. The Springfield Clark County Housing Collaborative assists with the ESG and CoC program funding. The Boards will continue to serve in an advisory role to the City Commission, recommending programming and participation proposals. Through the Continuum of Care process, the Springfield Clark County Housing Collaborative was identified as the group to review Emergency Shelter Grant applications and CoC programming and make recommendations to the City Commission for funding.

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

Public and private housing services and social services most obviously intersect within the Homeless Program planning within the community. The Springfield/Clark County Housing Collaborative manages the Continuum of Care concept in the community. Public and private housing providers as well as social service agencies address client needs. Clients are followed from the streets to permanent housing. This is achieved by fostering interagency cooperation, avoiding duplication of services, providing efficient service delivery, and more collaborative efforts. Clients can use Continuum of Care services in one or all of the following ways: (1) Emergency shelters, (2) Referral to an appropriate service provider, (3) Transitional and permanent housing assistance, (4) Rapid Re-Housing, (5) Homelessness Prevention, and/or (6) Follow-up housing services after placement is made. The Continuum of Care carries out its homelessness strategy via a combination of public and private sector organizations. Public sector organizations include state and local government agencies, public housing authorities, schools, and law enforcement entities. Organizations from the private sector include nonprofit organizations, faith-based organizations, advocacy groups, businesses, the medical community, and homeless persons.

Discussion:

As the city completed the Assessment and Market Analysis required for the Consolidate Plan process, there were revelations regarding the conditions and cost of housing in the community that has lead staff to accept the fact that during the last decade, while the Community Development Department worked very hard on continuing the CDBG and HOME programs that are thought to be of service to the most needy in our community, and even rolled out new programs offered through the HPRP and NSP1 and NSP2 programs, the housing condition and cost of housing has slipped. Despite a fairly aggressive demolition program, far too many vacant and blighted structures still remain in our community and the number grows continually. Despite having an over-saturated housing market, the cost to rent an apartment takes up more that 50% of many household's income. Despite the over-saturation, it is difficult for a low-income household to find decent and safe living accommodations.

Spirited discussions have been held within the focus group process that guided this Plan. Staff would be remiss to fail to mention that this issue was by far the biggest discussion point. Focus groups debated the need for not only a vacant structure registry process, but also advocated for a routine inspection process to be conducted on all rental properties. Those properties that receive any kind of federal rental assistance already undergo an inspection process. What this means is that those units that do not pass this inspection are left for those individuals and households that are not lucky enough to be able to access this rental assistance. This is the majority of all low-income households, by far. In early 2018 staff began the porcess of putting togeteher a response to this community concern. While a vacant structures or rental registry program has been mentioned, staff cannot, at this time, put such a program before commission. However, as the number of vacant and blighted structures truely bloom like trees in the spring, the city is prepared to ramp up the number of demolitions to be done. The City is adding both CDBG and general funds to the demolition program to help address the issue of blight in our neighborhoods. This change represents a funding priority change and is being introduced as a substantial amendment to the Consolidated Plan, along with two new prorams for 2018 that aim to assist low-mod neighborhoods.

Program Specific Requirements

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

Introduction:

Community Development Block Grant Program (CDBG)

Reference 24 CFR 91.220(I)(1)

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

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed	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
Total Program Income:	0

Other CDBG Requirements

1. The amount of urgent need activities	0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	90.00%

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

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

The City utilizes a variety of federal, state and local resources to expand affordable housing opportunities in Springfield. These resources include:

Community Development Block Grant funds - A portion of the annual CDBG funds will be allocated for housing-related activities, primarily focusing on preservation and rehabilitation of housing and code enforcement.

HOME Investment Partnership funds - HOME funds will be allocated for increasing the supply of affordable rental housing through substantial rehabilitation and new construction, and for providing homeowner assistance.

Emergency Solutions Grant funds - The City of Springfield coordinates an application to process for ESG funds with local agencies that provide services to the homeless and at risk populations.

Shelter + Care funds - The City receives three Shelter + Care grant from HUD. One grant is for a sponsor-based project partnering with St. Vincent DePaul. The other two S+C grant offer tenant based rental assistance. The grants provide rent subsidy for at least 25 units populated by homeless and disabled households. Renewals are sought each year.

Neighborhood Stabilization Program (NSP) funds - The City received grants for both NSP1 and NSP2 (\$2.27M and \$6,101,315) to deliver a Purchase-Rehab-Resale program, a Demolition program, a New Construction of Affordable Housing Program for households at or below 50% of AMI, and a Rental program to develop affordable rental units for households at or below 50% AMI. The City will be expending the remaining program funds and closing out both NSP grants within this Consolidated Plan time frame. Program Income will continue to accrue and will be allocated and expended according to regulation.

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

The City of Springfield will be using the recapture provision to address affordability requirements of the program. All eligible participants will be provided HOME down payment assistance towards the agreed purchase price of all developed properties. Applicants will have household incomes at 80% of the area median or below and will reside in the property as their principal residence during the loan term. The applicable affordability period will be based upon the total amount of HOME funds provided to the qualified applicant, based upon the schedule listed in 92.254(a)(4). Funds will be secured by a mortgage, until the participant obligation has been satisfied. Funds provided for down

payment assistance will be in the form of a deferred loan, which may be partially forgiven or totally forgiven over the applicable period and will typically require a non-federal match. Should the applicant not satisfy the terms of the loan agreement and/or if there should be an outstanding balance of the loan, and a voluntary or involuntary sale occur, then the City will accept payment of the balance owed under the deferred payment schedule, as payment in full. If the sale does not yield sufficient funds to pay for the total outstanding balance, then the City will accept net proceeds from the sale as full payment. "Net proceeds" is determined by sales price minus superior loan payments and any other loan costs. In either situation, the HOME program will recapture all available funds before any payments are made to the homeowner. If there should be a situation where another eligible homebuyer were interested in purchasing an existing HOME assisted unit, the City would consider an assumption of the original homebuyers loan, provided the they meet established program guidelines.

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

The City of Springfield will monitor all assisted families throughout the applicable affordability period / loan term, either by on-site property inspections and other acceptable methods. The City will utilize recapture provisions when providing direct homebuyer assistance to participants using the HOME program. The affordability periods will be based upon 92.254(a)(4) or longer based upon program design. Typically, written correspondence is provided to the assisted family, reflecting their compliance with the terms and conditions of the loan agreement and also reflects any adjustments of their deferred loan. All assisted properties are funded utilizing loan agreements, which outlines the terms and conditions of the HOME assistance being provided and are secured by a promissory note and a recorded mortgage. Recorded mortgages further assists the City to be informed of potential property transfers or pending legal actions against property owners during compliance/monitoring periods.

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

Not Applicable

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

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

Both Homelessness Prevention and Rapid Re-Housing Activities are ESG eligible activities. The City's

focus with ESG funds is Rapid Re-Housing since HC agencies receive Homelessness Prevention funds from the State of Ohio's ESG program. While the priority is Rapid Re-Housing, both are outlined in the written standards. Funds will be distributed in the City by the use of the common needs and barrier assessment tool. Individuals will be referred to IHN from United Way Information and Referral 211 services and other non-front door service agencies. Households eligible to receive assistance will complete a needs and barrier assessment to determine financial and supportive services need. The level of need and barriers to success are accessed and scored based on levels 1 thru 5, with 1 being in crisis and 5 being empowered.

The HC assists clients who are at risk of becoming homeless and are at or below 30% of AMI with Homelessness Prevention. To qualify for "at risk of homelessness" status, the individual(s) or family must meet two threshold criteria as follows: The household has income below 30% of AMI for the geographic area, and the household has insufficient resources or support networks immediately available to attain housing stability and has documentation such as an eviction notice. Providers will target homeless prevention funds to assist those that are presently in housing or at imminent risk of becoming homeless. This service will provide clients a resource to prevent them from housing loss, becoming evicted, and moving into emergency shelter.

Clients are eligible to receive short or medium term assistance based on their assessment and matrix score. Clients may receive short-term prevention financial assistance in the following categories and thresholds for up to three months of assistance. Clients may receive up to \$1600 for rental assistance. Clients may receive up to a \$550 security deposit. Clients may receive up to \$175 in utility assistance. Clients that score short term can be reassessed after the completion of the 3-month period if their situation has changed to meet the medium term scoring criteria. The same amount of assistance is eligible under medium term assistance. However, clients are eligible to receive the assistance up to 6 months if determined to be medium term

The HC provides Re-Housing financial assistance, housing relocation and stabilization services for literally homeless individuals and families. These services are provided to clients staying in emergency shelters within the region. The services assist clients with financial assistance for security deposits, utility deposits, utility payments, rental arrears, and case management services. Re-housing services will target clients who are living in emergency shelter, and would benefit from utility assistance, security deposit, and/or rental assistance. Clients are eligible to receive up to \$1600 in rental assistance. Clients are eligible to receive up to \$500 in security deposit assistance. Clients are eligible to receive up to \$750 dollars in utility payment assistance and up to \$175 in utility deposit assistance. The goal of this program is to help reduce the length of clients stay in emergency shelters.

Clients will receive case management assistance with the financial assistance. Performance measures are agreed upon between the case manager and client for accessing housing, and developing a plan to assist them in sustaining permanent housing. Client's plans may include job

training, furthering education, access to life skills classes and budgeting. Clients' performance will be tracked through Homeless Management Information System (HMIS) and monitoring. The case managers meet with the clients monthly, or more often if desired. Case Managers will build relationships with landlords across the region to help support participation and program compliance.

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

The Intake System for Housing Collaborative utilizes a coordinated “no wrong door” approach whereby, any front door agency in Clark County will complete intake paperwork for those who are homeless or at risk of becoming homeless. The intake forms include a Common Screening Tool and a Common Assessment Tool. The agency who interviews the individual or family will determine a proper referral, if needed, based on information revealed by the assessment tool. Determination of which agency is most suited to work with the client is based on information contained in the Inventory of Community Resources.

Those who fall into the category of “at risk of homelessness” or who are “homeless” and whose income falls below 30% AMI will be referred to Interfaith Hospitality Network of Springfield for assessment for participation in the Housing Prevention Program or Rapid Re-housing program.

A. Common Screening Tool - The common screening tool should be used to determine the client’s appropriateness for admission along with their eligibility for admission. This screening tool will also allow service providers to review information in which it was given and to decide which client has precedence. Front door agencies should utilize this screening tool to determine if the client is eligible for their program and what other resources they should be referred to as well. Back door agencies should also use this screening tool to determine what referrals need to be made so that the client is adequately served. All agencies must use this form to gather necessary information to effectively assist clients in their area of need. It is of great importance that all agencies complete this form in its entirety. .

B. Common Assessment Tool - The purpose of the Common Assessment Tool is to gather and verify information about the person and his/her housing and service needs and program eligibility and priority. The goals of the Tool are to:

- improve accessibility to prevention and rapid re-housing assistance and services;
- better coordinate emergency shelter referral and placement; and/or
- enhance system capacity to intervene timely and effectively in housing and personal crises.

In support of a “no wrong door” services strategy, clients may call or go to any one of the “front-door” participating prevention and homeless programs at different geographic locations. Intake workers at each location will use standardized intake, assessment, tools and referral procedures. It

ensures that clients will not have to undergo repeated or inconsistent intake processes at multiple locations as they move between different services. The Tool reduces the burden placed on homeless individuals and families to have to personally identify which agencies offer appropriate services; instead, the Tool will help guide them to the most appropriate service based on their current housing situation.

The Common Assessment Tool is broken into sections, acknowledging that the level and mix of information needed will vary depending upon the program/service selected for the client. The Common Assessment Tool not only gathers client information, but it also helps to determine client eligibility within the programs throughout the Housing Collaborative. The Tool is broken into sections so that some may not be needed based on the service required for the client. The Tool should present the overall picture of a client's/household's needs. Additionally, the Tool also serves as a means of collecting data in the Housing Collaborative region to offer a picture about what service gaps may exist in the region and providing supporting data for evidencing any such gaps.

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

Process for Making Sub-Award - Each year the City accepts applications for funding from area homeless services providers. ESG grants are awarded by the Community Development Department to local Continuum of Care agencies whose purpose it is to shelter, serve, and re-house the homeless. The city uses an Application/RFP process inviting local CoC agencies with the ability to carry out ESG activities to apply for funds. Applications for ESG funding will be evaluated by the Community Development Department in conjunction with a panel of CoC agencies not requesting ESG funds. Recommendations for funding will be related to the Community Grant Advisory Board and is subject to City Commission approval.

Selection of applicants for funding will be made based on the following:

- Meeting of criteria as outlined in the Policies and Procedures and detailed in the Request for Proposal (RFP)
- The applicant's history of providing effective shelter or prevention services to the homeless, and of successfully operating performance-based grant-funded programs.
- The applicant's effective coordination with organizations in the local CoC to address identified gaps in services for the homeless and improves outcomes for participants.
- If the applicant is requesting ESG Operations funding assurances that funds will preserve or support existing shelter bed capacity.
- If applicant is requesting ESG social services, rapid re-housing, or prevention funding: The applicant's ability to transition homeless participants or shelter residents to permanent housing, and/or prevent homelessness for families and individuals who are at risk.

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

Homeless Participation Requirement. The City reserves a seat on the Community Grant Advisory Board for a homeless or formerly homeless person. Admittedly, filling this position continually proves to be a challenge for staff. For this reason, staff recommends that ESG agencies involve this population in its decision-making boards as well. Often the agencies have an easier time of securing board members because of the relationship that forms between the agency and an individual served.

5. Describe performance standards for evaluating ESG.

Performance Standards - The city looks to the Ohio Balance of State to help determine performance measures. The City of Springfield and the local agencies providing assistance to the homeless in Springfield participate in the Ohio Balance of State.

Emergency Shelter Operations

Length of Time Homeless

- Emergency Shelter (ES) projects will have a household average length of stay of no more than 40 days Average length of stay for households who exited
- ES projects will have a household median length of stay of no more than 40 days Median length of stay for households who exited

Exits to Permanent Housing

- At least 40% of households in ES projects will move into permanent housing at exit number of households who moved to PH upon exit / number of households who exited ES project

Receipt of Non-cash Benefits

- At least 50% of households in ES projects will receive at least one source of non-cash benefits at program exit number of households who exited with 1 or more sources of non-cash benefits / number households who exited the project

Receipt of Health Insurance

- At least 75% of households in ES projects will receive at least one source of health insurance at program exit number of households who exited with 1 or more sources of health insurance/ number

households who exited the project

Employment and Income Growth

- At least 18% of households in ES projects will gain or increase employment or non-employment cash income during the reporting period or at exit number of households who either gained or increased earned income or who gained or increased nonemployment cash income / number of households served by the project

Returns to Homelessness

- ES projects will have no more than 15% of adults who exited to permanent housing return to ES, SH, TH, or Outreach within six months of exit number of adults who returned to ES, SH, TH, or Outreach within 6 months of exit / number of adult leavers to permanent housing
- ES projects will have no more than 20% of adults who exited to permanent housing return to ES, SH, TH or Outreach within two years of exit number of adults who returned to ES, SH, TH, or Outreach within 24 months of exit/ number of adult leavers to permanent housing

Rapid Re-Housing

- Rapid Re-housing (RRH) projects will have an average household length of stay of no more than 150 days
- RRH projects will have a median household length of stay of no more than 150 days
- RRH projects will place households into permanent housing within 21 days of project entry
- At least 83% of households entering RRH projects will remain in permanent housing at exit
- At least 70% of adult households in RRH projects will receive at least one source of non-cash benefits or health insurance at program exit
- At least 85% of households in RRH projects will receive at least one source of health insurance at program exit
- At least 18% of households in RRH projects will gain or increase employment or non-employment cash income during the reporting period or at exit
- The average VI-SPDAT score on a given project is greater than x.* *x= to be determined
- RRH projects will have no more than 7% of adults who exited to permanent housing return to ES, SH, TH, or Outreach within six months of exit
- RRH projects will have no more than 12% of adults who exited to permanent housing return to ES, SH, TH, or Outreach within two years of exit

For additional information please see the ESG Policies and Procedures listed in the Appendix.

