



Washtenaw County

CONSOLIDATED ANNUAL PERFORMANCE AND EVALUATION REPORT (CAPER)

July 1, 2014 through June 30, 2015



CR-05 - Goals and Outcomes

Progress the jurisdiction has made in carrying out its strategic plan and its action plan.

91.520(a)

This could be an overview that includes major initiatives and highlights that were proposed and executed throughout the program year.

Washtenaw County, primarily through the Office of Community and Economic Development (OCED), is the lead entity for the administration of the Community Development Block Grant (CDBG) program, HOME Investment Partnership (HOME) program and the Emergency Shelter Grant (ESG) program. The Consolidated Annual Performance and Evaluation Report (CAPER) meets the reporting requirements in Section 104(e) of the Housing and Community Development Act of 1974, as amended, 24 CFR Part 91 regarding the Consolidated Planning requirements.

The CAPER provides information on community development initiatives and the outcome of activities proposed in the 2014 Annual Action Plan. This is Washtenaw County's second annual performance report for the Program Year (PY) 2013 – 2017 Consolidated Plan.

Funding under these programs comes to Washtenaw County from the U.S. Department of Housing & Urban Development (HUD) for the jurisdictions currently participating in the Washtenaw County Urban County. During the 2014 PY, the Washtenaw Urban County consisted of the following communities in Washtenaw County: the City of Ann Arbor, City of Saline, City of Ypsilanti, Ann Arbor Township, Bridgewater Township, Dexter Township, Manchester Township, Lima Township, Northfield Township, Pittsfield Township, Salem Township, Saline Township, Scio Township, Superior Township, Webster Township, York Township, Ypsilanti Township and Manchester Village.

The following overview highlights a series of initiatives that were executed between July 1, 2014 and June 30, 2015:

- 100 homeowners received services through the Housing Rehabilitation Program
- Approximately 20 households received assistance to become first time homebuyers through the HOME Down Payment Assistance Program
- 2 Senior Centers were completed, benefiting approximately 1,579 persons
- Approximately 7 sidewalk and street improvements were completed, benefiting approximately 11,080 persons
- Approximately 91 low- to moderate-income persons received improved access to public services with Peace Neighborhood, a Community Based Development Organization (CBDO) with Washtenaw County
- Approximately 120 low – to moderate – income persons received improved access to public services with Community Action Network (CAN), also a certified CBDO with Washtenaw County
- Approximately 2,500 persons were provided homeless prevention services, rapid re-housing services, or a night in a homeless shelter through the Emergency Solutions Grant (ESG)

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

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

Goal	Category	Source / Funding Amount	Indicator	Unit of Measure	Expected	Actual –	Percent Complete
Improve public facilities and infrastructure	Non-Housing Community Development	CDBG:\$477,694.36	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	11,959	18,148	151.75%
Improve public facilities and infrastructure	Non-Housing Community Development	CDBG:\$39,064.37	Buildings Demolished	Buildings	0	4	400.00%
Increase quality affordable homeowner opportunity	Affordable Housing	CDBG:\$122,870.09 HOME:\$296,105.87	Homeowner Housing Added	Household Housing Unit	4	20	500.00%
Increase quality affordable homeowner opportunity	Affordable Housing	CDBG: \$381,742.96	Homeowner Housing Rehabilitated	Household Housing Unit	45	100	222.22%
Increase quality affordable homeowner opportunity	Affordable Housing	HOME:\$296,105.87	Direct Financial Assistance to Homebuyers	Households Assisted	30	20	66.67%
Increase quality affordable rental housing	Affordable Housing	HOME: \$0	Rental units constructed	Household Housing Unit	6	0	0.00%

Increase quality affordable rental housing	Affordable Housing	HOME: \$44,363.31	Rental units rehabilitated	Household Housing Unit	119	38	31.93%
Promote access to public services & resources	Homeless Non-Homeless Special Needs	CDBG:\$405,243.50	Persons assisted	Public service activities other than Low/Moderate Income Housing Benefit	1815	3,646	200.88%
Support homelessness prevention & rapid re-housing	Homeless	ESG: \$21,000.00	Tenant-based rental assistance/ Rapid Rehousing	Persons Assisted	9	1192	132.44%
Support homelessness prevention & rapid re-housing	Homeless	ESG: \$25,960.53	Overnight/Emergency Shelter/Transitional Housing Beds added	Beds	700	0	0.00%
Support homelessness prevention & rapid re-housing	Homeless	ESG: \$42,563.72	Homeless Prevention	Persons Assisted	3000	1235	41.16%
Support homelessness prevention & rapid re-housing	Homeless	ESG: \$0.00	Housing for Homeless added	Household Housing Unit	96	0	0.00%

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

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

During the 2014 PY, Washtenaw County received approximately \$1,832,712 in CDBG, approximately \$925,308 in HOME funds and \$156,155 in ESG funds. These sources were instrumental in assisting Washtenaw County’s goals of providing: a Suitable Living Environment, Decent Housing and Economic

Opportunities for low – and – moderate income persons and households throughout the Washtenaw County Urban County. During the 2014 PY, Washtenaw County expended approximately \$1,847,383.25 in CDBG funds, approximately \$ 340,469.18 in HOME funds and approximately \$99,524.25 in ESG funds, totaling \$2,287,376.68 in HUD funds.

Table 1 illustrates the goals identified in the 2014 Annual Action Plan, as well as the actual accomplishments during that 2014 PY.

Listed below is a breakdown of specific objectives that were identified and executed in the 2014 PY plan:

Enhance Suitable Living Environment:

- Improve public facilities and infrastructure, this includes: sidewalk replacement activities, improvement of senior center facilities and street improvements: Approximately 18,148 persons were served
- Public Services; this includes providing services to persons at risk of being homeless, youth, seniors and documented low – to moderate – income persons. Approximately 3,646 persons were served.

Provide Decent Housing:

- The Housing Rehabilitation program is designed to bring eligible property owners' dwellings into compliance with locally adopted housing standards, to reduce ongoing and future maintenance costs, and to preserve safe, decent and affordable housing. Approximately 100 homeowners were able to receive assistance through the Home Rehabilitation Program and the Energy Repair Program offered by Washtenaw County.
- The Rental Housing Rehabilitation program assisted approximately 38 households.
- The Down Payment Assistance program and the Home Purchase and Rehabilitation Program assisted 20 households in becoming homeowners for the first time.

CR-10 - Racial and Ethnic composition of families assisted

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

91.520(a)

	CDBG	HOME	ESG
White	4062	22	747
Black or African American	1748	31	1629
Asian	21	1	16
American Indian or American Native	14		60
Native Hawaiian or Other Pacific Islander	8		14

Hispanic	137		
Not Hispanic	5716		
Total	5856	54	2466

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

Narrative

These numbers represent the CDBG program, the HOME program and ESG program. The number of persons served includes persons served through public service activities, the down-payment assistance program and housing rehabilitation program. During PY 2014, the total number of families served was approximately 8376 families. Approximately 57.67 percent of families identified themselves as White; approximately 40.69 percent of families identified themselves as Black or African American; while approximately .45 percent identified themselves as Asian. Additionally, approximately 0.88 percent identified themselves as Native Indian or American Native. Approximately 0.26 percent identified themselves as Native Hawaiian or Other Pacific Islander. Lastly, approximately 1.64 percent of families identified themselves as Hispanic.

CR-15 - Resources and Investments 91.520(a)

Identify the resources made available

Source of Funds	Source	Expected Amount Available	Actual Amount Expended Program Year 2014
HUD – Community Planning and Development (CPD)	CDBG	\$4,966,420	\$1,847,383.25
HUD – Community Planning and Development (CPD)	HOME	\$3,199,332	\$340,469.18
HUD – Community Planning and Development (CPD)	ESG	\$512,946	\$99,524.25

Table 3 - Resources Made Available

Narrative

During PY 2014, OCED expended approximately \$1,847,383.25 in CDBG funds; approximately \$340,469.18 in HOME funds and approximately \$99,524.25 in ESG funds.

Identify the geographic distribution and location of investments

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description

Table 4 – Identify the geographic distribution and location of investments

Narrative

The Washtenaw Urban County does not currently have target areas that have been identified in the 2013 – 2017 Consolidated Plan.

Leveraging

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

An important aspect of funding housing and community development activities is the ability to leverage funds above and beyond those received from the U.S. Department of Housing and Urban Development. Leveraged funds provide critical monetary supplements to our activities, while also serving to meet local match requirements of many Federal programs.

Additionally, a premise of the HOME program is that providing affordable housing to low income persons is the responsibility of all levels of government. The HOME Program requires OCED to provide match in an amount equal to no less than 25 percent of the total HOME funds drawn down for project costs. Matching contributions were satisfied during the 2014 PY with non-federal funds through owner contributions, non-profit funds, private contributions, donated labor & and construction materials, local Payment In Lieu of Taxes (PILOT) programs. The HOME Match Report HUD-40107-A is included in this report as Appendix 1. This report provides a detailed line item of match contributions for PY 2014.

Fiscal Year Summary – HOME Match	
1. Excess match from prior Federal fiscal year	\$6,040,053
2. Match contributed during current Federal fiscal year	\$2,207,674
3. Total match available for current Federal fiscal year (Line 1 plus Line 2)	\$8,247,727
4. Match liability for current Federal fiscal year	\$269,909
5. Excess match carried over to next Federal fiscal year (Line 3 minus Line 4)	\$7,977,818

Table 5 – Fiscal Year Summary - HOME Match Report

Program Income – Enter the program amounts for the reporting period				
Balance on hand at beginning of reporting period \$	Amount received during reporting period \$	Total amount expended during reporting period \$	Amount expended for TBRA \$	Balance on hand at end of reporting period \$
0	\$25,000.00	\$25,000.00	\$0	\$0

Table 6 – Program Income

HOME MBE/WBE report

Minority Business Enterprises and Women Business Enterprises – Indicate the number and dollar value of contracts for HOME projects completed during the reporting period						
	Total	Minority Business Enterprises				White Non-Hispanic
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	
Contracts						
Dollar Amount	0	0	0	0	0	0
Number	0	0	0	0	0	0
Sub-Contracts						
Number	0	0	0	0	0	0
Dollar Amount	0	0	0	0	0	0
	Total	Women Business Enterprises	Male			
Contracts						
Dollar Amount	0	0	0			
Number	0	0	0			
Sub-Contracts						
Number	0	0	0			
Dollar Amount	0	0	0			

Table 7 – Minority Business and Women Business Enterprises

Minority Owners of Rental Property – Indicate the number of HOME assisted rental property owners and the total amount of HOME funds in these rental properties assisted						
	Total	Minority Property Owners				White Non-Hispanic
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	
Number						
Dollar Amount						

Table 8 – Minority Owners of Rental Property

Relocation and Real Property Acquisition – Indicate the number of persons displaced, the cost of relocation payments, the number of parcels acquired, and the cost of acquisition		
Parcels Acquired	0	0

Businesses Displaced	0	0
Nonprofit Organizations Displaced	0	0
Households Temporarily Relocated, not Displaced	0	0

Households Displaced	Total	Minority Property Enterprises				White Non-Hispanic
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	
Number	0	0	0	0	0	0
Cost	0	0	0	0	0	0

Table 9 – Relocation and Real Property Acquisition

CR-20 - Affordable Housing 91.520(b)

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

	One-Year Goal	Actual
Number of homeless households to be provided affordable housing units	0	0
Number of non-homeless households to be provided affordable housing units	138	58
Number of special-needs households to be provided affordable housing units	21	25
Total	159	83

Table 10 – Number of Households

	One-Year Goal	Actual
Number of households supported through rental assistance	0	0
Number of households supported through the production of new units	6	0
Number of households supported through the rehab of existing units	119	100
Number of households supported through the acquisition of existing units	34	1
Total	159	101

Table 11 – Number of Households Supported

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

Washtenaw County OCED offers an array of services to help achieve affordable housing in throughout the Washtenaw County Urban County boundaries. These services include; the Down-Payment Assistance for low- to moderate – income persons, the Accessibility Ramp program, which offers grants and loans up to \$7,500.00 for the installation of exterior ramps to homes occupied by eligible residents in order to improve accessibility at their home. Additionally, OCED offers a Housing Rehabilitation Program, which is designed to bring eligible property owners dwellings into compliance with basic housing standards. The Housing Rehabilitation Program has the goal of reducing ongoing and future maintenance costs and preserving safe, decent and affordable housing. The Housing Rehabilitation program consists of four subprograms. Services to homeowners needing help with basic home repairs and provided through the Single Family Home Rehab program. Additionally, emergency repairs are covered through the Emergency Repair program. Lastly, repairs for owners of mobile homes and basic energy efficiency repairs are also provided through the Housing Rehabilitation Program.

Moving forward for future Annual Action Plan, OCED will align the needs assessment with the Washtenaw County Affordable Housing Study that was completed in 2015. Aligning both assessments will help achieve a more streamlined process of needs, needs being unmet and opportunity for creating more affordable housing units in Washtenaw County.

Additionally, there are currently numerous affordable rental rehabilitation projects in motion. The Low Income Housing Tax Credit (LIHTC) process dictates the timeline of the development; which at times can impede the movement of expending funds in a timely manner. However, by adding in the HOME financing, this increases the competitiveness of projects and makes it easier to leverage other resources. Currently, both the Ann Arbor Housing Commission and the Ypsilanti Housing Commission are going through a Rental Assistance Demonstration (RAD) conversion and will be bringing rehabilitated affordable units on line in the next couple of years. These projects take multiple years to complete due to complex financing, land acquisition, relocation plans, and many other issues.

Discuss how these outcomes will impact future annual action plans.

Moving forward, future annual action plans will adjust to the statuses of the various development projects. The LIHTC competitive process will be further along and projections will be more accurate.

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

Number of Persons Served	CDBG Actual	HOME Actual
Extremely Low-income	2,724	77
Low-income	1,036	25
Moderate-income	72	3
Total	3,832	105

Table 12 – Number of Persons Served

Narrative Information

These numbers demonstrate that the services that are provided by Washtenaw County OCED staff by greatest need. The programs included here include the Rental Rehabilitation program, the Down Payment Assistance program, the ESG programs, the Human Services programs, and the Single Family Rehabilitation program.

CR-25 - Homeless and Other Special Needs 91.220(d, e); 91.320(d, e); 91.520(c)

Evaluate the jurisdiction's progress in meeting its specific objectives for reducing and ending homelessness through:

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

Project Outreach Team (PORT) is the primary resource for outreach of unsheltered, homeless persons, connecting them to mainstream services and housing. PORT is a part of our community mental health agency – CSTS – and provides outreach services county-wide. In addition to the SOAR program, they do County Jail in-reach for those dealing with mental illness or co-occurring disorders to reduce chance of discharge back to the streets. The single adult shelter also has outreach staff and a "non-residential" program (laundry, showers, and meals, medical clinic) to engage those sleeping on the streets. Additionally, our VA's Homeless Veterans' Program finds disenfranchised homeless veterans to connect them with VASH vouchers and other support.

Addressing the emergency shelter and transitional housing needs of homeless persons

The Washtenaw County Continuum of Care (CoC) provides housing-focused emergency shelter and transitional housing programs to households experiencing homelessness. Local shelters and transitional housing providers work with clients to increase income and secure affordable housing through a combination of rapid re-housing, permanent supportive housing, and housing at the market rate.

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 CoC continues to provide ongoing training to the centralized intake agency, emergency shelters, and transitional housing providers on expediting access to housing for HHs in emergency shelters, transitional housing and unsheltered situations. Utilizing the HUD Opening Doors framework, the CoC has been working to increase the inventory of PSH and RRH units, through ESG & other state funds. The CoC and HMIS lead developed benchmarks/dashboards to be used by all agencies to evaluate LOS. Agencies were made aware of the tools and offered technical assistance. The CoC is committed to reducing returns to homelessness, and to that end monitoring recidivism rates is a focus area in our Continuous Quality Improvement (CQI) process. In an effort to evaluate program effectiveness, recidivism reports are reviewed quarterly by the Data Leadership Performance Team (DLPM). The CoC will continue to offer trainings to assist agencies in learning housing retention skills and strategies and

how to work with landlords & property managers to improve housing stability. Additionally, agencies are also providing more follow up post-exit from the system- which has been shown to be effective in reducing returns.

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

The Washtenaw County Centralized Intake system, Housing Access for Washtenaw County (HAWC), provides a variety of services and referrals to households at imminent risk of experiencing homelessness. HAWC provides homelessness prevention and rapid re-housing financial assistance to those extremely low income households, below 30 percent of the area median income. Additionally through a formalized agreement with a number of publicly funded institutions, HAWC coordinates placements of those households exiting publicly-funded institutions into transitional housing programs.

CR-30 - Public Housing 91.220(h); 91.320(j)

Actions taken to address the needs of public housing

The Ann Arbor Housing Commission (AAHC) applied for and received approval to convert all of its public housing units to project based vouchers under the Rental Assistance Demonstration (RAD) program. The AAHC has secured over \$26 million to redevelop five (5) of its larger properties and rehabilitation which began in the fall of 2014, funding has been committed from the City of Ann Arbor, Washtenaw County and the Ann Arbor DDA.

The AAHC contracts with several local nonprofit agencies to provide services to tenants who are living in public housing units including: Community Support and Treatment Services, Catholic Social Services, Community Action Network (CAN), and Peace Neighborhood Center. In addition, the AAHC has a Memorandum of understanding with Ozone House and Interfaith Hospitality Network to provide housing for people who are receiving their services. The AAHC operates 355 public housing units and administers 1,503 Housing Choice vouchers.

Additionally, the AAHC sends out quarterly newsletters to all public housing residents and Voucher tenants to keep them informed about changes in policies and procedures, notify them of board meetings and public hearings, and provide resources as needed.

The Ypsilanti Housing Commission (YHC) provides affordable housing opportunities within the City of Ypsilanti. It operates 198 units of public housing, consisting of four housing complexes and multiple scattered sites throughout the City. The YHC is also the project sponsor and general partner of Hamilton Crossing, a 144-unit mixed-income affordable housing project located at the I-94 "Gateway to Ypsilanti".

The YHC has been approved by HUD to convert all of its 198 public housing units to project-based rental assistance via the RAD program. The conversion is split into two projects: (1) the intensive rehabilitation of 112 units, named the Strong Housing project in honor of the late Deborah Strong, former Board Chairperson of the YHC, and (2) the demolition and redesign of the 80-unit Parkridge Homes site.

The Strong Housing project has received an allocation of low-income housing tax credits, bringing in approximately \$15 million for redevelopment. Financing for the redevelopment closed in May of 2015, while construction is currently underway. The YHC currently foresees that construction will take approximately twelve (12) months to complete. This project entails full rehabilitation or complete replacement of the 112 units of subsidized affordable housing scattered throughout the City of Ypsilanti. The three complexes in the project are Paradise Manor, Hollow Creek and Towner. There are also approximately thirty (30) units of scattered site duplexes in the project.

Washtenaw County OCED has assisted the YHC in its redevelopment efforts with a planning grant of approximately \$150,000 for predevelopment costs and resident engagement and an award of HOME funds of approximately \$400,000 towards the redevelopment of Parkridge Homes.

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

The YHC has active resident councils at its Paradise Manor and Hollow Creek complexes. The resident councils help provide a voice for residents, help communicate pertinent information from management back to residents, and plan and organize resident community events such as National Night Out. A portion of the planning funds provided by OCED will help to further build the capacity of the YHC's resident councils, providing leadership and governance training to council members. Additionally, the YHC facilitates an IDA program at Hamilton Crossings, this is a matched savings program where participants can save towards the purchase of a home, education expenses, or starting a small business.

Actions taken to provide assistance to troubled PHAs

During PY 2014, OCED took positive steps to assist PHAs with technical assistance when needed. In addition, OCED has committed approximately \$434,762 in HOME money for the Parkridge project, which will help with the RAD conversion – once this conversion takes place, the RAD conversion will address the YHC and their “troubled” status.

CR-35 - Other Actions 91.220(j)-(k); 91.320(i)-(j)

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

The Washtenaw County Office of Community and Economic Development (OCED) has initiated a countywide affordable housing needs assessment. The final report provides a clear assessment of the local housing market, identify current and future housing needs, and provide specific and implementable policy recommendations to advance affordable housing. A major goal from this study was to analyze the links transportation cost and accessibility, as well as other environmental and quality of life issues to the location of affordable housing. This report provides numerical targets, budget needs, and policy recommendations related to affordable housing in Washtenaw County, as well as individually for the communities that make up the County's urban core. In addition, this report will be used to help the assessment on fair housing in Washtenaw County. This report can be found online at the following Website www.ewashtenaw.org/affordablehousing.

The Ann Arbor Housing and Human Services Advisory Board (HHSAB) have formed a joint committee with the Ann Arbor Planning Commission to discuss potential new approaches to addressing affordable housing challenges.

The Washtenaw County OCED has led a multi-jurisdictional cooperative initiative, called Re-Imagine Washtenaw, to transform Washtenaw Avenue around efficient mass transit into an attractive, vibrant, walkable, mixed-use corridor, with a sense of place. Recently, a transit millage passed that will improve transit service - particularly on the eastern side of county where many transit-dependent riders live.

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

Every year, Washtenaw County OCED issues a Request for Proposal through the HOME Program. The RFP process is an open process that looks to the community for guidance on what needs are not being met. The scoring rubric that is shared with developers values projects that address unmet needs.

Additionally, OCED received the HUD Sustainable Communities Planning Grant 2012-2014. That work was particularly focused on engaging populations that have traditionally been excluded from the planning process - low income, seniors, disabled, minorities, non-English speakers. The grant work was also focused on three communities in Washtenaw County that were particularly hard hit by the foreclosure crisis - Gault Village, West Willow, and South of Michigan Avenue (SOMA).

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

The Lead Safe Housing Regulations dictate the procedures which must be followed regarding renovations and who performs the different elements of the renovation. OCED will continue to take action to evaluate and reduce lead-based paint hazards in each housing unit assisted through its Rehabilitation Programs. Lead-based paint hazard reduction is an integral part of OCED's Housing Rehabilitation efforts. Additionally, the Housing Rehabilitation Program staff conducts on-site inspections, lead-based paint and asbestos assessments, and monitors progress of construction by contractors and subcontractors. OCED Rehabilitation staff ensures that the scope of work includes all items necessary to comply with state and local building codes and that the proposed materials to be used are of a reasonably quality and price.

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

Over the past year, Washtenaw County and other public and private organizations continued to work to connect families with economic opportunities, human services and affordable housing options, in order to enhance self-sufficiency and reduce the number of persons living in poverty.

Washtenaw County continues to enforce its *Living Wage Ordinance* with all companies contracting with the County, which requires all employees of these companies to be paid, at a minimum, the current area living wage rate. Additionally, the Urban County continues to encourage CHDO and other non-profit agencies to hire low - to moderate – income persons and local contractors for the CDBG and HOME funded projects.

Washtenaw County and the City of Ann Arbor continue to support a variety of outside human service programs through general fund dollars, including; permanent supportive housing services, shelter services for individuals and families experiencing homelessness, medical access for older adults and transportation, youth mentoring, youth volunteering, child care, early learning & intervention, and pregnant programming. These programs will assist families to reach their full potential, increase self-sufficiency, and work to address gaps in other mainstream programs for individuals below the poverty line.

Lastly, OCED continues to partner with the Department of Human Services and Michigan Rehabilitation Services to provide the PATH Program. PATH partnerships assist families with removing barriers to work and providing connections to jobs, education and training that will allow for long term self-sufficiency.

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

OCED has taken a coordinated approach to overcoming gaps in institutional structures. As an organization, OCED has worked to develop collaborative and streamlined processes under the consolidation of Community Development, Employment Training and Community Services, and Economic Development and Energy – now known as the Office of Community and Economic Development.

In order to help increase program efficiency, OCED continues to complete required SHPO reviews in house, with approval from the State of Michigan's Historic Preservation Office. Additionally, OCED has created a webpage for guidance on Infrastructure and Facility Improvement projects funded through the CDBG program. Sub-recipients, local officials, contractors and other concerned parties can find quick links to a project checklist, required bid and contract documents, certified payroll forms, Section 3 information, and more.

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

In an effort to further the partnership between public and private housing and social service agencies, OCED continues to participate in the Washtenaw Coordinated Funders (Washtenaw County, the City of Ann Arbor, TheUnited Way of Washtenaw County, the Washtenaw Urban County, the RNR Foundation and the Ann Arbor Area Community Foundation).

The Washtenaw Coordinated Funders have come together to explore a public-private partnership to better organize investments in local human services. The group met regularly to discuss and research the potential benefits and costs of such a model. The work included examining the current system for funding non-profits; convening meetings with local non-profits to hear feedback and questions; meeting with key donors, business leaders, and other stakeholders to get feedback; and ultimately developing a plan to establish a formal *Coordinated Funding Model*.

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

The Fair Housing Center of Southeastern Michigan completed an Analysis of Impediments to Fair Housing Choice in January 2011. Recommendations were provided to remove impediments of fair housing by addressing issues of diversity and accessibility, zoning ordinance definitions, conditional special use permits, accessibility in new construction, access to public and private land, and adding legal protections against discrimination. In each area, some jurisdictions may have already taken action on these issues, but other jurisdictions have not.

Based on the recommendations to overcome impediments to fair housing, OCED is working to affirmatively further fair housing through a number of initiatives listed below:

- A Fair Housing Website for Washtenaw County - http://www.ewashtenaw.org/government/departments/community-and-economic-development/housing-and-community-infrastructure/urban_county/fair-housing/fair-housing-in-washtenaw-county
- Annual training on fair housing for the Urban County Executive Committee is provided
- OCED staff attends the Fair Housing Center of Southeast Michigan's annual meeting, when provided.

- A log of concerns/issues that are raised in our community is kept in the OCED office. It is regularly reviewed and outstanding issues are addressed.

Additionally, Washtenaw County will be completing the Fair Housing Assessment that will be due to HUD in October, 2016.

CR-40 - Monitoring 91.220 and 91.230

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

Subrecipient monitoring is required for all programs in which the department passes federal or state money through to a subrecipient and allows the department to ensure the good standing of its subrecipients so that it can contract exclusively with eligible agencies for future awards and contracts.

Program Monitoring Goals:

- To review subrecipient agencies to determine if services are being delivered in accordance with contract requirements regarding the scope of service, program milestones, and program outcomes.
- To review records of subrecipient agencies to determine if systems are in place to properly document the provision of services, client eligibility, and compliance with any contract, funding source, or other requirements.

Fiscal Monitoring Goals:

- To review subrecipient agencies to determine if expenditures of allocated funds are being made in accordance with contract requirements.
- To review records of subrecipient agencies to determine if systems are in place to properly document financial transactions, the use of allocated funds, the use of program income, and any other contract requirements.

Based on monitoring requirements, program administrators will create and update a schedule for on-site and remote monitoring for each program's subrecipients. No sub recipient shall go up more than four years without being monitored and may be monitored more frequently as program requirements dictate. In order to provide the department's subrecipients with a less intrusive and more efficient monitoring process, department staff should perform desktop or remote monitoring, when possible. For a subrecipient whose previous monitoring visit resulted in a finding, concern, or third-party audit finding of any material weaknesses; whose staff lacks relevant grant management experience due to turnover or recent selection as a subrecipient; or whose contract scope of service requires on-site visits to ensure program quality, the department may choose to schedule an on-site monitoring visit instead of, or in addition to, performing remote monitoring. The department may choose to perform monitoring visits for the subrecipient on a more frequent basis than for other subrecipients of the same program. Staff can also adjust the monitoring schedule to prioritize certain subrecipients for other reasons, such as application deadlines or the department's compliance with its grantors.

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

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

A notice of the public comment period for the Draft 2014 CAPER was published on Thursday, August 27th, 2015 in the printed Ann Arbor Newspaper and on the MLive.com Website. The 2014 CAPER was posted on the OCED website at www.ewashtenaw.org/urbancounty for the length of the public comment period. Additionally, a notice was placed at the Washtenaw County Clerk's Office, located at 200 N. Main, Ann Arbor, 48107 and also at the OCED, located at 415 W. Michigan Ave., Ypsilanti, 48197. The public was invited to comment on the Draft 2014 CAPER from August 28, 2015 – Friday, September 28, 2015.

CR-45 - CDBG 91.520(c)

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

The Urban County Executive Committee solidified its commitment to acting on a more regional level by adopting a “Priority Project” policy. On an annual basis, the new policy allows for an optional 10 percent of CDBG project funding to be set aside during the allocation process for a priority project having a more regional impact. Moving forward, this will help create community development uniformity.

Additionally, OCED intends to provide more technical assistance to Subrecipients through the procurement process and Davis Bacon compliance. Providing technical assistance will help Subrecipients expend their money in a timelier manner.

[BEDI grantees] Describe accomplishments and program outcomes during the last year.

Washtenaw County currently does not participate in BEDI grants.

CR-50 - HOME 91.520(d)

Include the results of on-site inspections of affordable rental housing assisted under the program to determine compliance with housing codes and other applicable regulations

Please list those projects that should have been inspected on-site this program year based upon the schedule in §92.504(d). Indicate which of these were inspected and a summary of issues that were detected during the inspection. For those that were not inspected, please indicate the reason and how you will remedy the situation.

OCED completed Housing Quality Standards (HQS) for properties that were due to be inspected in PY 2014. The process examines tenant information including household size, subsidy source and income to ensure tenants income-qualify. It compares the unit size and contract rent with applicable HOME High/Low or Fair Market rents to ensure compliance.

The HQS Inspection report can be found below:

Address	City	Owner	Date Inspected	HQS Status	Next HQS Inspection
2706 Yost	Ann Arbor	Washtenaw Community Health Organization (Group Home)	5/29/15	Passed	5/2018
3800 Glengarry	Northfield	Washtenaw Community Health Organization (Group Home)	5/29/15	Passed	5/2018
12988 Island Lake Rd.	Dexter	Washtenaw Community Health Organization (Group Home)	5/29/2015	Passed	5/2018
5623 Thomas	Pittsfield Township	Washtenaw Community Health Organization (Group Home)	5/2015	Not Passed – due to structural issues, working on addressing structural issue	N/A
3920 Cochran	Pittsfield	CHA	8/26/2014	Passed	8/2017
1035 Judd	York Township	Washtenaw Community Health	10/2/2014	Passed	10/2017

		Organization (Group Home)			
6175 Carpenter	Pittsfield Township	Washtenaw Community Health Organization (Group Home)	11/7/2014	Passed	11/2017
1315 7 th Street	Ann Arbor	Washtenaw Community Health Organization (Group Home)	11/2014	Passed w/ Conditions	11/2017
2956 Deake	Pittsfield Township	Synod	11/26/2014	Passed	11/2017

**Provide an assessment of the jurisdiction's affirmative marketing actions for HOME units.
92.351(b)**

Affirmative marketing procedures are included in all Housing Affordability Agreements executed between the County and the housing provider. The HOME Request for Proposal (RFP) requires that all HOME units are affirmatively marketed. Each rental project owner is required to develop an Affirmative Marketing Plan detailing efforts it will undertake.

OCED monitors compliance with the affirmative marketing efforts through documentation and site visits. OCED provides information about federal fair housing laws and the County's Affirmative Marketing Policy and requires the use of equal opportunity language in advertising by property owners and by encouraging property owners to follow their Affirmative Marketing Plans. Annually, program report forms will be used to monitor certification of tenant incomes and rent levels.

**Refer to IDIS reports to describe the amount and use of program income for projects,
including the number of projects and owner and tenant characteristics**

Washtenaw County received program income for two (2) single-family housing rehabilitation loan repayments in the total amount of \$48,833 in CDBG funds. Washtenaw County expended this program income on a Street Improvement project, total amount expended in program income was \$48,883.

**Describe other actions taken to foster and maintain affordable housing. 91.220(k) (STATES ONLY: Including the coordination of LIHTC with the development of affordable housing).
91.320(j)**

CR-60 - ESG 91.520(g) (ESG Recipients only)

ESG Supplement to the CAPER in *e-snaps*

For Paperwork Reduction Act

1. Recipient Information—All Recipients Complete

Basic Grant Information

Recipient Name	WASHTENAW COUNTY
Organizational DUNS Number	022011969
EIN/TIN Number	386004894
Identify the Field Office	DETROIT
Identify CoC(s) in which the recipient or subrecipient(s) will provide ESG assistance	Ann Arbor/Washtenaw County CoC

ESG Contact Name

Prefix	Ms.
First Name	Andrea
Middle Name	
Last Name	Plevek
Suffix	
Title	Human Services Manager

ESG Contact Address

Street Address 1	415 W. Michigan Ave.
Street Address 2	Suite 2200
City	Ypsilanti
State	MI
ZIP Code	48197
Phone Number	734.544.3039
Extension	
Fax Number	734.544.6749
Email Address	pleveka@ewashtenaw.org

ESG Secondary Contact

Prefix	Ms.
First Name	Laura
Last Name	Urteaga-Fuentes
Suffix	
Title	Human Services Policy Specialist
Phone Number	734.544.3052
Extension	
Email Address	urteagal@ewashtenaw.org

2. Reporting Period—All Recipients Complete

Program Year Start Date	07/01/2014
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CAPER

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Program Year End Date

06/30/2015

3a. Subrecipient Form – Complete one form for each subrecipient

Subrecipient or Contractor Name: Ozone House

City: Ann Arbor **State:** MI **Zip Code:** 48107

DUNS Number: 966272387

Is subrecipient a VAWA-DV provider: N

Subrecipient Organization Type: Other Non-Profit Organization

ESG Subgrant or Contract Award Amount: \$29,204

Subrecipient or Contractor Name: Domestic Violence Project / SafeHouse Center

City: Ann Arbor **State:** MI **Zip Code:** 48108

DUNS Number: 167523711

Is subrecipient a VAWA-DV provider: Y

Subrecipient Organization Type: Other Non-Profit Organization

ESG Subgrant or Contract Award Amount: \$31,277

Subrecipient or Contractor Name: Salvation Army

City: Ann Arbor **State:** MI **Zip Code:** 48103

DUNS Number: 108844262

Is subrecipient a VAWA-DV provider: N

Subrecipient Organization Type: Other Non-Profit Organization

ESG Subgrant or Contract Award Amount: \$43,674

Subrecipient or Contractor Name: Shelter Association of Washtenaw County

City: Ann Arbor **State:** MI **Zip Code:** 48104

DUNS Number: 607998762

Is subrecipient a VAWA-DV provider: N

Subrecipient Organization Type: Other Non-Profit Organization

ESG Subgrant or Contract Award Amount: \$42,000

CR-65 - Persons Assisted

4. Persons Served

4a. Complete for Homelessness Prevention Activities

Number of Persons in Households	Total
Adults	870
Children	667
Don't Know/Refused/Other	0
Missing Information	4
Total	1,541

Table 13 – Household Information for Homeless Prevention Activities

4b. Complete for Rapid Re-Housing Activities

Number of Persons in Households	Total
Adults	876
Children	190
Don't Know/Refused/Other	0
Missing Information	5
Total	1,071

Table 14 – Household Information for Rapid Re-Housing Activities

4c. Complete for Shelter

Number of Persons in Households	Total
Adults	123
Children	109
Don't Know/Refused/Other	0
Missing Information	0
Total	232

Table 15 – Shelter Information

4d. Street Outreach

Number of Persons in Households	Total
Adults	0
Children	0
Don't Know/Refused/Other	0
Missing Information	0
Total	0

Table 16 – Household Information for Street Outreach

4e. Totals for all Persons Served with ESG

Number of Persons in Households	Total
Adults	1,833
Children	951
Don't Know/Refused/Other	0
Missing Information	9
Total	2,793

Table 17 – Household Information for Persons Served with ESG

5. Gender—Complete for All Activities

	Total
Male	1,260
Female	1,520
Transgender	3
Don't Know/Refused/Other	10
Missing Information	0
Total	2,793

Table 18 – Gender Information

6. Age—Complete for All Activities

	Total
Under 18	951
18-24	452
25 and over	1,381
Don't Know/Refused/Other	0
Missing Information	9
Total	2,793

Table 19 – Age Information

7. Special Populations Served—Complete for All Activities

Number of Persons in Households

Subpopulation	Total Persons Served – Prevention	Total Persons Served – RRH	Total Persons Served in Emergency Shelters	Total
Veterans	19	88	2	109
Victims of Domestic Violence	210	211	232	653
Elderly	16	35	3	54
HIV/AIDS	2	3	0	5
Chronically Homeless	126	0	0	418
Persons with Disabilities:				
Severely Mentally Ill	199	391	0	590
Chronic Substance Abuse	21	226	0	247
Other Disability	199	362	0	561
Total (Unduplicated if possible)	534	776	232	1,542

Table 20 – Special Population Served

CR-70 – ESG 91.520(g) - Assistance Provided and Outcomes

10. Shelter Utilization

Number of New Units - Rehabbed	0
Number of New Units - Conversion	0
Total Number of bed-nights available	0
Total Number of bed-nights provided	0
Capacity Utilization	0.00%

Table 21 – Shelter Capacity

11. Project Outcomes Data measured under the performance standards developed in consultation with the CoC(s)

Washtenaw County has adopted the Michigan State Housing Development Authority’s (MSHDA) statewide performance standards, which include 1) percent of clients discharged to stable housing 2) percent of clients with “known” exit destination 3) percent of adult clients with income at exit 4) percentage of adult clients with cash/noncash income at exit 5) Percentage of adult clients with employment at exit.

Additionally, the Continuum of Care (CoC) Funding Review Team (FRT), appointed by the CoC Board, is responsible for monitoring HUD CoC and ESG reports. The FRT dives into an array of data, including agency-wide and programmatic budgets, staff reports on prior year recommendations, and third party audits. This is achieved through a contractual relationship with Office of Community and Economic Development (OCED) to conduct site-monitoring visits to review a variety of information, including HMIS data quality and regulatory compliance, financial and record-keeping systems, and compliance with grant terms and HUD requirements.

CR-75 – Expenditures

11. Expenditures

11a. ESG Expenditures for Homelessness Prevention

	Dollar Amount of Expenditures in Program Year		
	FY 2012	FY 2013	FY 2014
Expenditures for Rental Assistance	0	0	0
Expenditures for Housing Relocation and Stabilization Services - Financial Assistance	0	0	0
Expenditures for Housing Relocation & Stabilization Services - Services	0	0	0
Expenditures for Homeless Prevention under Emergency Shelter Grants Program	\$160,245.00	\$62,265.00	\$42,563.72
Subtotal Homelessness Prevention	\$160,245.00	\$62,265.00	\$42,563.72

Table 22 – ESG Expenditures for Homelessness Prevention

11b. ESG Expenditures for Rapid Re-Housing

	Dollar Amount of Expenditures in Program Year		
	FY 2012	FY 2013	FY 2014
Expenditures for Rental Assistance	0	0	0
Expenditures for Housing Relocation and Stabilization Services - Financial Assistance	0	0	0
Expenditures for Housing Relocation & Stabilization Services - Services	0	\$42,000.00	\$21,000.00
Expenditures for Homeless Assistance under Emergency Shelter Grants Program	\$0	0	0
Subtotal Rapid Re-Housing	\$0	\$42,000.00	\$21,000.00

Table 23 – ESG Expenditures for Rapid Re-Housing

11c. ESG Expenditures for Emergency Shelter

	Dollar Amount of Expenditures in Program Year		
	FY 2012	FY 2013	FY 2014
Essential Services	0	\$31,277.00	\$25,960.53
Operations	0	0	0
Renovation	0	0	0
Major Rehab	0	0	0
Conversion	0	0	0
Subtotal	\$0	\$31,277.00	\$25,960.53

Table 24 – ESG Expenditures for Emergency Shelter

11d. Other Grant Expenditures

	Dollar Amount of Expenditures in Program Year		
	FY 2012	FY 2013	FY 2014
HMIS	0	0	0
Administration	\$12,061.00	\$10,000.00	\$10,000.00
Street Outreach	0	0	0

Table 25 - Other Grant Expenditures

11e. Total ESG Grant Funds

Total ESG Funds Expended	FY 2012	FY 2013	FY 2014
	\$172,306.00	\$145,542.00	\$99,524.25

Table 26 - Total ESG Funds Expended

11f. Match Source

	FY 2012	FY 2013	FY 2014
Other Non-ESG HUD Funds	0	0	0
Other Federal Funds	0	0	0
State Government	0	0	0
Local Government	0	0	0
Private Funds	\$172,306.00	\$145,542.00	\$99,524.25
Other	0	0	0
Fees	0	0	0
Program Income	0	0	0
Total Match Amount	0	0	0

Table 27 - Other Funds Expended on Eligible ESG Activities

11g. Total

Total Amount of Funds Expended on ESG Activities	FY2012	FY2013	FY2013
	\$344,612.00	\$291,084.00	\$199,048.50

Table 28 - Total Amount of Funds Expended on ESG Activities

ESG Contact Name and Address

Andrea Plevak, Human Services Manager
PO Box 8645
110 N. Fourth Ave
Ann Arbor, MI
48107-8645
734-622-9007
pleveka@ewashtenaw.org

ESG secondary contact

Laura Urteaga-Fuentes, LMSW, Human Services Policy Specialist
(734) 222-6586
(734) 222-6531
urteagal@ewashtenaw.org

Subrecipient Form

Interfaith Hospitality Network @ Alpha House
Ann Arbor, MI 48103
Non-Profit
VAWA-DV provider: N
DUNS Number: 959376385
Award Amount: 35,000

Ozone House
Ann Arbor, MI 48104
Non-Profit
VAWA-DV provider: N
DUNS Number: 966272387
Award Amount: \$29,204

SOS Community Services
Ypsilanti, MI 48197
Non-Profit
VAWA-DV provider: N
DUNS Number: 958313942
Award Amount: \$30,000

Safe House Center
Ann Arbor, MI 4810
Non-Profit
VAWA-DV provider: Y
DUNS Number: 167523711
Award Amount: \$31,277

The Salvation Army
Ann Arbor, MI 48103
Non-Profit
VAWA-DV provider: N

ESG subrecipients 1

DUNS Number: 108844262
Award Amount: \$3,061

Shelter Association of Washtenaw County
Ann Arbor, MI 48103
Non-Profit
VAWA-DV provider: N
DUNS Number: 607998762
Award Amount: \$42,000