



CITY OF GRANTS PASS

CDBG

ANNUAL ACTION PLAN

FY 2015-16

**Adopted August 5, 2015
with September 30, 2015 Revisions**

Minor Amendment: November 7, 2018

Expected Resources

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

Introduction

The CDBG allocation for Grants Pass in FY 2015-2016, its first year as an entitlement community, is \$275,000. With the limited amount of available funding, the funds have been designated for specific targeted activities and in large enough amounts that will make the most impact on the many needs in Grants Pass.

Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder 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	275,000	0	0	275,000	1,100,000	This set of estimates is based on guidance provided by HUD on the City's FY 2015-2016 award. The expected amount available for the remainder of the ConPlan is based on a simple projection of the FY15-16 amount.

Table 1 - 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

The City anticipates providing CDBG funding to a variety of programs and activities over the five year Consolidated Plan period. Each program or activity will be assessed for need, performance outcomes, agency capacity, ability to complete the activity, and availability to leverage other resources.

- Projects aimed at supporting economic activity will likely leverage other state education and federal small business funding.
- Funds allocated to public services will likely be gap financing for a non-profit organization that will provide the balance of funds needed for an activity.

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

At this time no publically owned land or property has been identified.

Discussion

The City will use CDBG funds in partnership with sub-recipients to leverage private, state, and local funds to address the goals and strategies outlined in the Consolidated Plan. Grants to sub-recipients for public services or economic development are anticipated to leverage other funding sources.

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	Support Fair Housing	2015	2016	Fair Housing	Citywide	Support fair housing	CDBG: \$22,500	Other: 1 Other
2	Support Affordable Housing	2015	2016	Affordable Housing	Citywide	Support affordable housing	CDBG: \$22,500	Other: 1 Other
3	Assistance helping with housing needs	2015	2020	Affordable Housing Non-Homeless Special Needs	Citywide	Homeowner weatherization and energy efficiency	CDBG: \$40,000	Homeowner Housing Rehabilitated: 8 Household Housing Unit
4	Increase Economic Opportunities	2015	2020	Non-Housing Community Development	Citywide	Microenterprise education assistance	CDBG: \$25,000	Public service activities other than Low/Moderate Income Housing Benefit: 15 Persons Assisted
5	Emergency Housing Assistance	2015	2020	Affordable Housing Non-Homeless Special Needs	Citywide	Emergency housing assistance	CDBG: \$15,250	Homelessness Prevention: 5 Persons Assisted

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
6	Increase Economic Opportunities Boys & Girls Club	2016	2020	Non-Housing Community Development	Citywide	Teen training services	CDBG: \$25,000	Public service activities other than Low/Moderate Income Housing Benefit: 15 Persons Assisted

Table 2 – Goals Summary

Goal Descriptions

1	Goal Name	Support Fair Housing
	Goal Description	Develop a Fair Housing Plan
2	Goal Name	Support Affordable Housing
	Goal Description	Develop an Impediments to Fair Housing Analysis
3	Goal Name	Assistance helping with housing needs
	Goal Description	Homeowner weatherization and energy efficiency improvements
4	Goal Name	Increase Economic Opportunities
	Goal Description	Provide microenterprise assistance - tuition waivers to LMI business owners
5	Goal Name	Emergency Housing Assistance
	Goal Description	Provide assistance to low income persons helping with housing needs - providing short term emergency assistance to those persons at risk of homelessness (public service)
6	Goal Name	Increase Economic Opportunities Boys & Girls Club
	Goal Description	Increase economic opportunities for young adult training services in conjunction with the Rogue Valley Boys & Girls Club (public service)

Projects

AP-35 Projects – 91.220(d)

Introduction

This section lists and describes the projects the City of Grants Pass will carry out utilizing CDBG funding in FY 2015-2016.

Due to the fact the City of Grants Pass is in its first year as an entitlement community, project solicitation through competitive application and review process will occur in the fall of 2015.

Projects

#	Project Name
1	Analysis of Impediments to Fair Housing
2	Analysis of Barriers to Affordable Housing
3	Reimbursement for preparation of Consolidated Plan and 1-year Action Plan
4	Homeowner Weatherization and Energy Efficiency Improvements
5	Microenterprise Assistance - Tuition Waivers to LMI Business Owners
7	Emergency Assistance (short term) - Owner and Renter at risk of homelessness
8	Job Training to LMI persons at Boys & Girls Club

Table 3 – Project Information

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

Community needs were reviewed against eligible activities, existing resources and programs, gaps in service delivery, financial resources, and organizational capacity. The projects selected address Grants Pass' most immediate needs for residents living at 50% of average median income or less, economic opportunities for low- and moderate-income residents, and service agency needs to respond to increased demand.

The first year's activities reflect programs and projects that can begin within the year and those which City staff has the capacity to oversee implementation.

AP-38 Project Summary

Project Summary Information

1	Project Name	Analysis of Impediments to Fair Housing
	Target Area	Citywide
	Goals Supported	Support Fair Housing
	Needs Addressed	Support fair housing
	Funding	CDBG: \$22,500
	Description	Develop a Fair Housing Plan
	Target Date	6/1/2016
	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	
	Planned Activities	Develop a Fair Housing Plan
2	Project Name	Analysis of Barriers to Affordable Housing
	Target Area	Citywide
	Goals Supported	Support Affordable Housing
	Needs Addressed	Support affordable housing
	Funding	CDBG: \$22,500
	Description	Develop an analysis of barriers to affordable housing
	Target Date	6/1/2016
	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	
	Planned Activities	Conduct an analysis of barriers to affordable housing
3	Project Name	Reimbursement for preparation of Consolidated Plan and 1-year Action Plan
	Target Area	Citywide
	Goals Supported	
	Needs Addressed	
	Funding	CDBG: \$10,000

	Description	Assistance in preparing the Consolidated Plan and 1-year Action Plan
	Target Date	6/1/2016
	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	101 NW 'A' Street
	Planned Activities	Assistance in preparing Consolidated Plan and 1-year Action Plan
4	Project Name	Homeowner Weatherization and Energy Efficiency Improvements
	Target Area	Citywide
	Goals Supported	Assistance helping with housing needs
	Needs Addressed	Homeowner weatherization and energy efficiency
	Funding	CDBG: \$40,000
	Description	Provide assistance to low-income persons helping with housing needs - weatherization and energy efficiency improvements
	Target Date	12/30/2016
	Estimate the number and type of families that will benefit from the proposed activities	8-12 low-and moderate-income households
	Location Description	Various locations
	Planned Activities	Provide assistance to low-income persons helping with housing needs - weatherization and energy efficiency improvements
5	Project Name	Microenterprise Assistance - Tuition Waivers to LMI Business Owners
	Target Area	Citywide
	Goals Supported	Increase Economic Opportunities
	Needs Addressed	Microenterprise education assistance
	Funding	CDBG: \$25,000
	Description	Increase economic opportunities by providing assistance to microenterprise activities in the form of tuition waivers to LMI business owners
	Target Date	12/30/2016
	Estimate the number and type of families that will benefit from the proposed activities	Provide microenterprise training assistance to an estimated 8-15 LMI micro entrepreneurs in the community.
	Location Description	214 SW 4th Street, Grants Pass OR 97526

	Planned Activities	Increase economic opportunities by providing assistance to microenterprise activities in the form of tuition waivers to LMI business owners
6	Project Name	Emergency Assistance (short term) - Owner and Renter at risk of homelessness
	Target Area	Citywide
	Goals Supported	Emergency Housing Assistance
	Needs Addressed	Emergency housing assistance
	Funding	CDBG: \$15,250
	Description	Provide assistance to low-income persons helping with housing needs in the form of emergency assistance to owner or renter at risk of homelessness on a short term basis
	Target Date	12/30/2016
	Estimate the number and type of families that will benefit from the proposed activities	Provide emergency short-term housing assistance to an estimated 5-10 LMI households.
	Location Description	Varies
	Planned Activities	Provide assistance to low-income persons helping with housing needs in the form of emergency assistance to owner or renter at risk of homelessness on a short term basis
7	Project Name	Job Training to LMI persons at Boys & Girls Club
	Target Area	Citywide
	Goals Supported	Increase Economic Opportunities Boys & Girls Club
	Needs Addressed	Teen training services
	Funding	CDBG: \$25,000
	Description	Increase economic opportunities for job training services in Conjunction with the Rogue Valley Boys & Girls Club
	Target Date	12/30/2016
	Estimate the number and type of families that will benefit from the proposed activities	Provide additional services to an estimated 15-25 LMI youth.
	Location Description	203 SE 9th Street, Grants Pass, OR 97526
	Planned Activities	Increase economic opportunities for job training services in Conjunction with the Rogue Valley Boys & Girls Club

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 of Grants Pass will have citywide geographic distribution of the CDBG funds.

Geographic Distribution

Target Area	Percentage of Funds
Citywide	100

Table 4 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

While Grants Pass has one Census Tract and six Census Blocks with greater than 51% of its residents earning less than 80% AMI, low- and moderate-income residents live, work, and attend school throughout the city. Also program delivery for teen training and microenterprise training are recipient based not location based. They are provided at a single location in the community.

Discussion

The City determined the best method to distribute funds was to limit programs to clients defined as very low-, low-, or moderate-income.

Affordable Housing

AP-55 Affordable Housing – 91.220(g)

Introduction

One Year Goals for the Number of Households to be Supported	
Homeless	0
Non-Homeless	13
Special-Needs	0
Total	13

Table 5 - One Year Goals for Affordable Housing by Support Requirement

One Year Goals for the Number of Households Supported Through	
Rental Assistance	5
The Production of New Units	0
Rehab of Existing Units	8
Acquisition of Existing Units	0
Total	13

Table 6 - One Year Goals for Affordable Housing by Support Type

Discussion

The City of Grants Pass is committed to helping address the needs of low- and moderate-income residents to have access to affordable housing. The City is setting first year's goal to provide rehabilitation to at least eight (8) LMI households, and provide housing assistance to at least five (5) LMI households.

AP-60 Public Housing – 91.220(h)

Introduction

There are no units of public housing in the City of Grants Pass.

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

Not Applicable. There is no public housing in Grants Pass as defined in the applicable CFR, and there is no PHA designated as troubled. Therefore, there is no program activity in the Year 1 Action Plan related to public housing. There is other federally assisted housing in Grants Pass. Ongoing rental assistance activities such as Section 8 vouchers are ineligible activities, and therefore, the City's Consolidated Plan cannot and does not include funding for ongoing assistance. Other partners provide services described below.

Josephine Housing & Community Development Council (JHCDC) provides rental assistance through Section 8 of the U.S. Housing Act of 1937. (*See 24 CFR 5.100(2)*). The Section 8 voucher program is used to subsidize rent, primarily in privately owned and managed properties, which do not include resident management. JHCDC also owns Harbeck Village, a 48-unit family complex, managed by Lovelace Properties. JHCDC previously established a resident council at that location. JHCDC also has a resident seat on their Board of Commissioners.

Housing Authority of Jackson County (HAJC) is developing Parkview Terrace in Grants Pass. HAJC provides a host of resident services. They encourage and facilitate tenant associations to serve as a liaison to management. They also offer a host of programs related to homeownership, including homebuyer education classes. These are offered through their family self-sufficiency program, and are also available to all of their tenants, who are notified when there are upcoming classes.

UCAN provides guidance, training, and assistance in a number of areas to help tenants develop self-sufficiency skills. *See SP and AP sections below for further information.*

ACCESS previously provided 'ABCs of Homebuying Classes', which are now called 'Realizing the American Dream'. These classes have been offered in Jackson and Josephine Counties, most recently in Grants Pass in August 2015. ACCESS also provides online classes available anytime through E-Home America.

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

Not applicable

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

Not applicable

Discussion: Grants Pass has no units of public housing.

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

Introduction

Many of the activities the City will support and/or carry out during FY 15-16 are intended to assist LMI households at the greatest risk of becoming homeless.

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 will continue to work with local Continuums of Care on reaching the local homeless population and assessing their needs.

The City will provide emergency housing assistance to LMI households who are at risk of becoming homeless due to short-term challenges making rental to mortgage payments. The City anticipates that at least five (5) LMI households will be assisted through this program.

Addressing the emergency shelter and transitional housing needs of homeless persons

The Action Plan does not propose to address emergency shelter or transitional housing needs in year one.

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

In the Year 1 Action Plan, the city allocated funds for emergency assistance to prevent homelessness. While the City doesn't have project funds directly allocated in the Year 1 Action Plan for existing homeless population, homeless needs are addressed in the community through other organizations, including UCAN. The City of Grant Pass also has representation on the Homelessness Task Force.

UCAN (United Community Action Network)

UCAN operates several programs that provide support to people who are homeless or at-risk of homelessness. Their work includes a focus on several special populations, such as veterans and people with a serious mental illness. The

services provided through these programs include:

- Outreach
- Education on leases
- Landlord outreach and education
- Tenant/landlord mediation
- Work with landlords to avoid tenant evictions
- Guidance on being a good tenant
- Peer support
- Help with selection of housing
- Help with move-in arrangements
- Rental assistance
- Move-in cost assistance
- Deposit assistance
- Information and referral
- Goal setting and action planning

They work to ensure that those at-risk of homelessness have the best opportunity to keep their housing, and those who are homeless are rapidly rehoused. Case managers work in partnership with participants, focusing on their strengths and providing the tools to overcome barriers. Case managers assist program participants complete a self-assessment tool, in which helps determine how well they are doing in a variety of areas, and what type of improvement they would like to achieve in those areas.

Case managers assist program participants develop goals and the steps required to reach those goals. For example, a person who does not drive may identify that they would like to obtain their driver's license. Case managers would help this person learn what they need to do to obtain a license, and refer them to the local Driver and Motor Vehicles (DMV) office to obtain the license. In doing so, case managers foster a renewed sense of hope for those who have run up against significant barriers time and time again.

Case managers also work with the landlord to assist program participant's work through issues that may arise. This provides skills needed to address various situations that may arise and becoming responsible members of the community. Advocating for program participants to have a new safer life in order to become stable.

In addition to other roles and functions, UCAN is the Continuum of Care partner for Josephine County as part of OR-505, the Oregon Balance of State Continuum of Care.

For 2014, as part of the 'Balance of State' Continuum of Care, UCAN had three funding awards for renewal projects serving Josephine County, including two permanent supportive housing projects and one rapid re-housing project.

With the City now designated as an Entitlement Community, there will be a provision for coordination and consultation between UCAN/Oregon Balance of State CoC and the City of Grants Pass, to ensure coordinated delivery

of services.

The UCAN/RSVP “Vet Team” in Josephine County was selected in 2015 for a Governor’s Volunteer Award. They enhance homeless veterans’ lives, helping them along their journey to self-sufficiency, and serving as an asset to the Case Management Team.

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 City will help low-income persons and households avoid becoming homeless by providing emergency short-term financial assistance to help pay for a rental or mortgage payment.

The City will also direct CDBG funds to help reduce LMI persons' monthly energy costs by providing residential home weatherization.

Discussion

Through a combination of assisting households with costs related to housing and providing economic opportunities to LMI people, the City will reduce the number of residents living in poverty and at risk of homelessness.

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

Introduction:

The City of Grants Pass recognized a lack of affordable housing several years ago and worked with local organizations on projects to provide relief for community families. However, the economic collapse and subsequent housing crash of 2009 resulted in a temporary reduction of some housing costs. The City has not, as of yet, conducted a comprehensive, stand-alone study of barriers to affordable housing in Grants Pass.

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 completed a number of regulatory amendments in 2014 intended to help meet needs for a range of housing types and needs throughout the community. The City intends to undertake an official study to explore any policy barriers to affordable housing during the first year of project activity.

Discussion:

Any barriers identified by the study will be addressed in years two through five.

AP-85 Other Actions – 91.220(k)

Introduction:

The City of Grants Pass will be working to continually develop a more robust Consolidated Plan over the first few years as an entitlement community. This is the first year as an entitlement community for the City of Grants Pass. The City has few internal resources and limited funding.

Actions planned to address obstacles to meeting underserved needs

The City will continue to work with area agencies, the local Continuum of Care agency, and other public and governmental agencies to find solutions that leverage the resources available and to efficiently and effectively meet program goals.

Whenever possible, the City will work to leverage CDBG funds and continue to work to identify additional opportunities.

Actions planned to foster and maintain affordable housing

During the first year as an entitlement community, the City plans to complete the analysis of barriers to affordable housing and impediments to fair housing. The data provided in these studies, together with community feedback and stakeholder guidance, will help the City better form a comprehensive approach to fostering and maintaining affordable housing.

Actions planned to reduce lead-based paint hazards

The City will take the following actions to reduce lead-based paint hazards and risks:

- Educate residents in dwelling units built before 1980 about lead-based paint hazards and lead-safe improvements, how to test for lead and safely remove lead-based paints with brochures published by the Environmental Protection Agency and the Oregon Health Authority;
- Maintain lead paint safety information and links to resources on the City's website;
- Housing rehabilitation and weatherization projects will test for lead, remove or mitigate any lead paint hazards, and require that contractors are Oregon certified LBP renovators where necessary; and
- Stay informed about the state and federal "healthy homes" efforts and participate in emerging programs to address health hazards, improve energy efficiency, and improve physical living conditions.

Actions planned to reduce the number of poverty-level families

During FY 2015-2016, the City plans several activities that will reduce the number of poverty-level families:

- Homeowner weatherization and energy efficiency improvements will reduce low- and moderate-income

families' monthly energy costs.

- Emergency assistance (short term) will be available to homeowners and renters at risk of homelessness.
- Microenterprise assistance will be provided as tuition waivers to LMI business owners.
- Job training will be provided to LMI persons at the Boys and Girls Club.

Actions planned to develop institutional structure

The City of Grants Pass is committed to continuing their education in administering CDBG funding to the community and working closely with HUD. When reasonable, the City will send staff to trainings and participate in webinars.

The City will continue to update and receive feedback from the City Council on the status of projects and the progress of meeting program goals.

Institutional transparency and communication with the community are top priorities for all city projects. City staff will continue meeting with area stakeholders and hold public listening sessions to ensure the needs of the community are being met with the available funding and resources.

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

The City has established responsive relationships with the local Continuum of Care agency and local agencies providing resources to low- to moderate-income persons. The City plans to continue to develop those relationships aligning those goals and resources that more efficiently and effectively serve the community.

Discussion:

The City will continue to work with our identified local partners to expand existing opportunities and develop new programs that address the needs of our low- to moderate-income residents.

Program Specific Requirements

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

Introduction:

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.

Note: This is Grants Pass's first year as an Entitlement grantee and has no program income yet so most of the required fields are not applicable.

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. | 100.00% |

Discussion:

****NOTE:** Minor Amendment to Year 1 AAP in the amount of \$27,506 from uncommitted funds to Year 4 AAP which is less than 10% of Year 1 appropriation.

Project administration and planning are excluded from the LMI benefit calculation. Therefore, of the remaining \$105,250 in CDBG funds expected to be used for program activities in year one, it is estimated that 100% of the funds will be used to benefit persons of low- and moderate-income during the 2015-2016 Action Plan.