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Lake County Office of  
Planning and Community Development

# Lake County Planning & Community Development 2018 Pre-Application Meeting for CDBG/HOME Programs

## **Lake County Board of Commissioners**

**John R. Hamercheck, President of the Board**

**Jerry C. Cirino, Commissioner**

**Daniel P. Troy, Commissioner**

# Welcome & Introductions

HUD awards CDBG & HOME to the Lake County Board of Commissioners based on a formula. Awards began here in 1985 for CDBG & in 1992 for HOME.

Who & what is the Lake County Planning & Community Development?

<b>David Radachy</b>	<b>Marian Norman</b>	<b>Rhea Benton</b>	<b>Joe Rose</b>	<b>Ann Myers</b>
<i>Director</i>	<i>HOME Manager</i>	<i>CDBG Manager</i>	<i>Planner I</i>	<i>Office Coordinator</i>

Introductory Comments:

Board of Lake County Board of Commissioners

David Radachy, Director, Lake County Planning & Community Development

In addition to the Commissioners, other personnel involved in the administration of these funds:

<b>Jason Boyd</b>	<b>Michael Matas</b>	<b>Donna Tyson</b>
<i>County Administrator</i>	<i>Budget Director</i>	<i>Projects Coordinator</i>

- Sign-in sheets
- Question Cards

# Programmatic Similarities

- **Community Development Block Grant (CDBG)**
- Funding level TBA
- Housing & Community Development Act of 1974, Regulations implementing the CDBG program are found at 24 CFR Part 570
- Purpose:
  - The primary objective is the development of viable urban communities
- **Income Eligibility**
  - 80 % Area Median
- **HOME Investment Partnership Program**
- Funding level TBA
- National Affordable Housing Act of 1992
- Purpose:
  - Create/Preserve Affordable Housing
- **Income Eligibility**
  - 80 % Area Median
- **Consolidated Plan**
  - Planning
  - Program Compliance
  - Cross Cutting Requirements (Affirmatively Furthering Fair Housing)
  - Training [www.HUDExchange.info](http://www.HUDExchange.info)
  - All of you help to fulfill the Action Plan

# Compliant with updated HUD Regulations & Notices

- Cross Cutting Requirements
- Environmental
- Affirmatively Furthering Fair Housing (AFFH)
  - <https://egis.hud.gov/affht/>
- Explore CDBG
  - <https://www.hudexchange.info/programs/cdbg/cdbg-ta-products/#all-products>
- Regulatory changes to HOME in 08.23.2013 were numerous
- For application downloads, this PowerPoint, and other support documents visit:
  - [www.lakecountyohio.gov/pcd](http://www.lakecountyohio.gov/pcd)
- For trainings, project profiles, case studies, and more, visit:
  - [www.HUDexchange.info](http://www.HUDexchange.info)

**Technical assistance in completing the application is available upon request, by appointment:**

CDBG Contact:

[Rhea.Benton@lakecountyohio.gov](mailto:Rhea.Benton@lakecountyohio.gov)

Home Contact:

[Marian.Norman@lakecountyohio.gov](mailto:Marian.Norman@lakecountyohio.gov)

# Process

- **Public Hearing #1 – March 19, 2018**
  - **CDBG/HOME Applications Available**
- **Application preparation**
  - **Questions fielded by Program Managers**
- **Application Due – May 1, 2018 – 4:00PM**
- **Application Eligibility Review & Scoring**
- **Board of County Commissioner Review**
- **Preliminary Funding Announcement Published July**
  - **Public Comments Accepted - 30 day timeframe**
  - **FY17 Action Plan and Consolidated Plan Draft posted**
- **Public Hearing #2 - July**
- **Action Plan Submitted to HUD no later than August 15<sup>th</sup>**

# Why prepare the Consolidated Plan?

- Explore, Examine and Align local needs with the Grantees plans for and use of the funds with
- **HUD's Mission & Vision**

HUD'S MISSION IS TO CREATE STRONG,  
SUSTAINABLE, INCLUSIVE COMMUNITIES AND  
QUALITY, AFFORDABLE HOMES FOR ALL

Our vision is to improve lives and strengthen  
communities to deliver on America's dreams

# HUD Community Planning & Development

- HUD's (CPD) seeks to develop viable communities by :

Promoting integrated approaches that provide:

- Decent housing,
- A suitable living environment, and
- Expanded economic opportunities for low and moderate income persons.

# HUD Community Planning & Development

How do they do this?

- By developing partnerships among all levels of government and the private sector, including for-profit and non-profit organizations.
- By Encouraging empowerment of local residents by helping to give them a voice in the future of their neighborhoods
- By Stimulating the creation of community based organizations while enhancing skills of existing organizations so they can achieve greater production capacity.



# Consolidated Plan

- Planning & grants management framework
  - Supports grantee/public needs assessment
  - Supports strategic investment decisions
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- Citizen Participation Plan
  - Assessment of Fair Housing
  - Local data – Survey Results

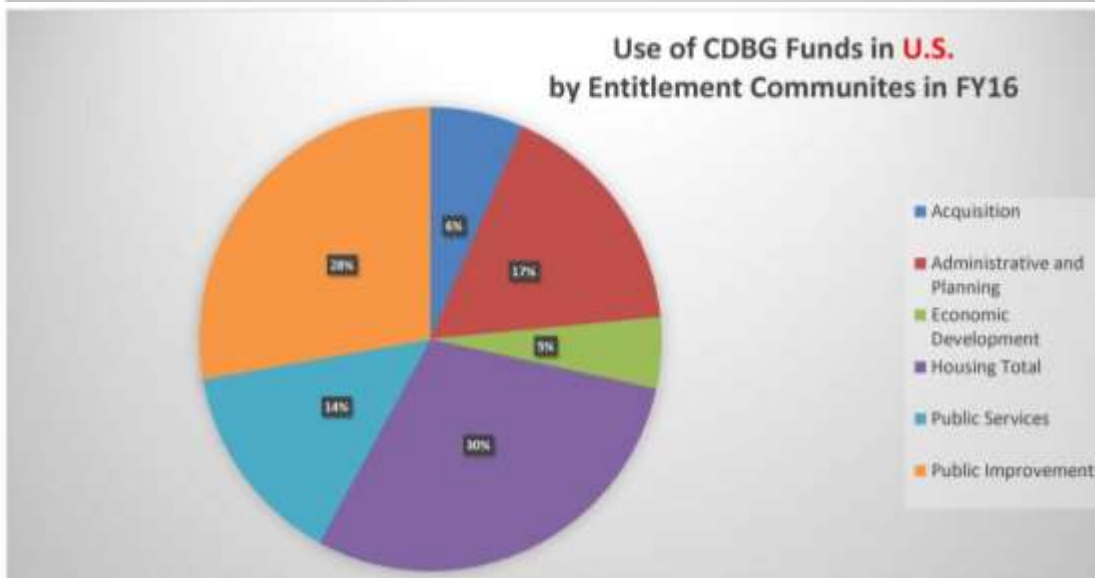
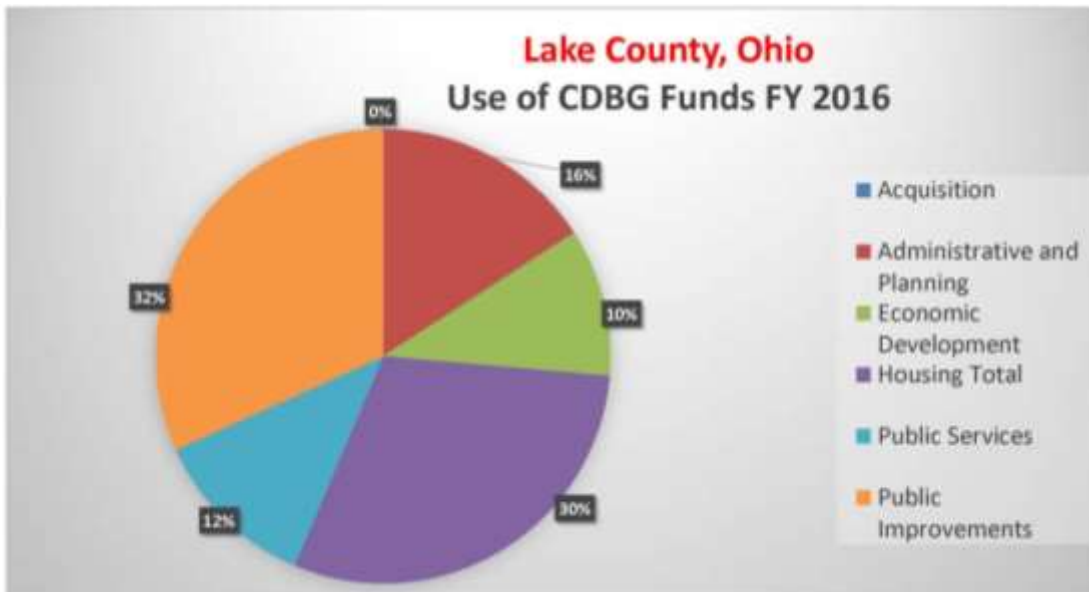
- Sought input on community priorities and personal needs
  - Related to Housing – Choice – Needs – Condition – Affordability
  - Related to Housing Problems
  - Related to Public Services
  - Related to Infrastructure
  - Related to Economic Development
- Responses received 344
- Responses from 19 of the 23 Communities
  - Residents 60%, Business 14%, Agency 19%, Official 4%

## **ConPlan Survey Results**

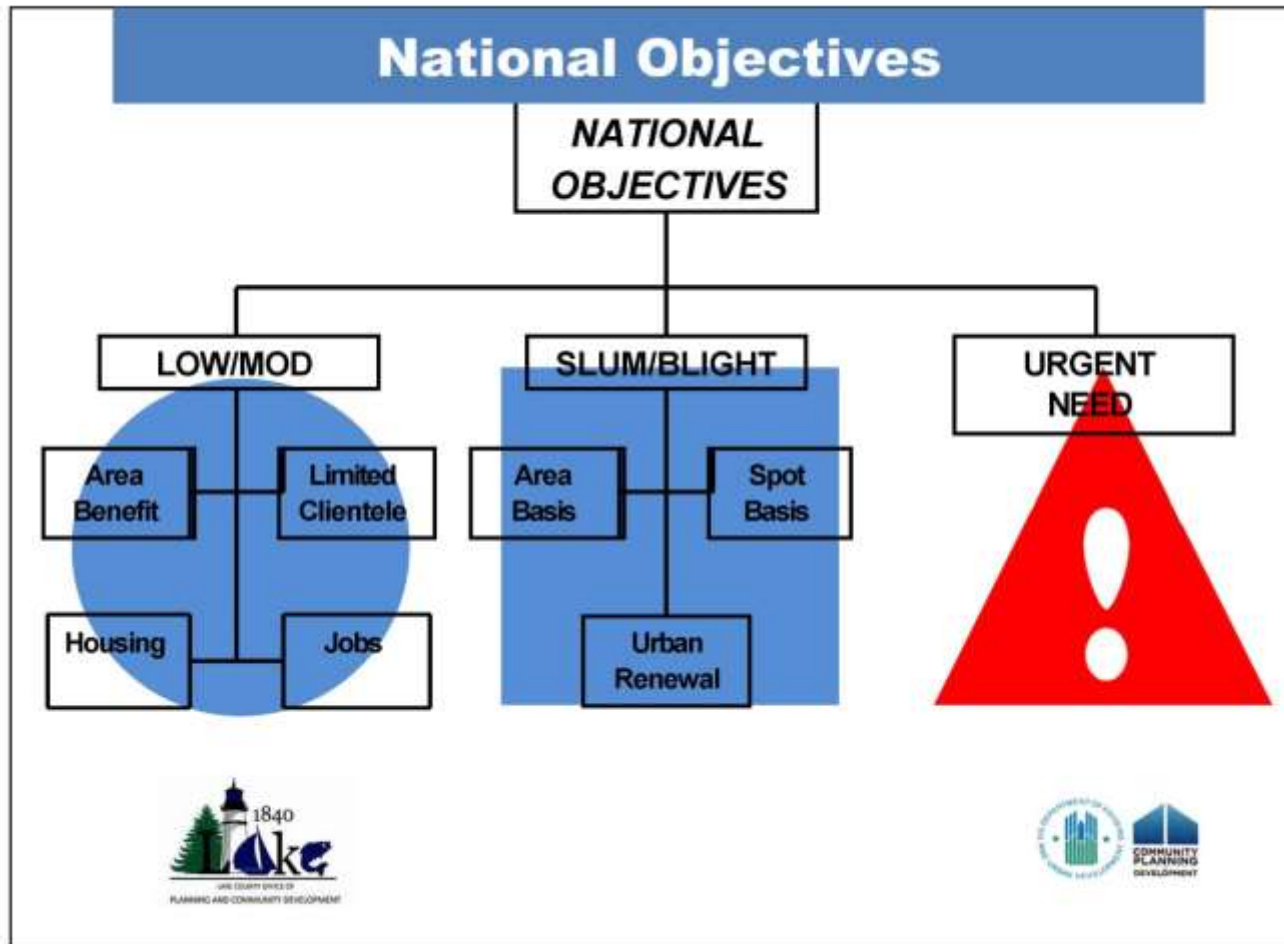
# CDBG Program

- **Video – The Role of the CDBG Program in Creating a Suitable Living Environment**
- <https://youtu.be/0Oq2PdHxCzE>
- **Video (view on your own) - CDBG 101: An Overview of National Objectives and Eligible Activities**
- <https://www.youtube.com/watch?v=VPTj3FOX-Gw&feature=youtu.be>
- **Hand-out in folder – National Objectives/Eligible Activities**

# Use of CDBG funds



# Projects must meet at least one national objective §570.208



# Projects must be an eligible activity

## §570.201

### CDBG Matrix Codes by Category

Matrix codes are listed here by category so you can quickly review the available choices.

#### Acquisition, Disposition, Clearance, Relocation

01 Acquisition of Real Property	04A Cleanup of Contaminated Sites
02 Disposition of Real Property	08 Relocation
04 Clearance and Demolition	

#### Administration and Planning

20 Planning	21E Submission of Applications for Federal Programs
20A Planning (State-Administered CDBG Grantees)	21H CDBG Funding of HOME Admin
21A General Program Administration	21I CDBG Funding of HOME CHDO Operating Expenses
21B Indirect Costs	21J State Administration
21C Public Information	21K Rehab: Administration
21D Fair Housing Activities (subject to Admin cap)	

#### Economic Development

14E Rehab: Publicly or Privately Owned Commercial/Industrial (CI)	17D CI: Other Improvements
17A CI: Acquisition/Disposition	18A ED: Direct Financial Assistance to For-Profits
17B CI: Infrastructure Development	18B ED: Technical Assistance
17C CI: Building Acquisition, Construction, Rehabilitation	18C ED: Micro-Enterprise Assistance

#### Housing

12 Construction of Housing	14G Rehab: Acquisition
13 Direct Homeownership Assistance	14H Rehab: Administration
14A Rehab: Single-Unit Residential	14I Lead-Based Paint/Lead Hazards Testing/Abatement
14B Rehab: Multi-Unit Residential	14J Housing Services
14C Rehab: Public Housing Modernization	16A Residential Historic Preservation
14D Rehab: Other Publicly Owned Residential Buildings	19E Operation/Repair of Foreclosed Property
14F Rehab: Energy Efficiency Improvements	

#### Public Facilities and Infrastructure Improvements

03A Senior Centers	03L Sidewalks
03B Handicapped Centers	03M Child Care Centers
03C Homeless Facilities (not operating costs)	03N Tree Planting
03D Youth Centers	03O Fire Stations/Equipment
03E Neighborhood Facilities	03P Health Facilities
03F Parks, Recreational Facilities	03Q Facilities for Abused and Neglected Children
03G Parking Facilities	03R Asbestos Removal
03H Solid Waste Disposal Improvements	03S Facilities for AIDS Patients (not operating costs)
03I Flood Drainage Improvements	03 Other Public Facilities/Improvements
03J Water/Sewer Improvements	
03K Street Improvements	

#### Public Services

05A Senior Services	05N Services for Abused and Neglected
05B Handicapped Services	05O Mental Health Services
05C Legal Services	05P Screening for Lead Poisoning
05D Youth Services	05Q Subsistence Payments
05E Transportation Services	05R Homeownership Assistance (not direct)
05F Substance Abuse Services	05S Rental Housing Subsidies
05G Services for Battered and Abused Spouses	05T Security Deposits
05H Employment Training	05U Housing Counseling
05I Crime Awareness/Prevention	05V Neighborhood Cleanups
05J Fair Housing Activities (subject to Public Services cap)	05W Food Banks
05K Tenant/Landlord Counseling	03T Operating Costs of Homeless/AIDS Patients Programs
05L Child Care Services	05 Other Public Services
05M Health Services	

#### Repayment of Section 108 Loans

19F Planned Repayments of Section 108 Loans	19G Unplanned Repayments of Section Loans
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#### Other

06 Interim Assistance	19C Non-Profit Organization Capacity Building
07 Urban Renewal Completion	22 Unprogrammed Funds
09 Loss of Rental Income	23 Tornado Shelters Serving Private Mobile Home Parks
11 Privately Owned Utilities	
15 Code Enforcement	
16B Non-Residential Historic Preservation	

Definitions of the matrix codes are provided in the table that follows.

# CDBG Application

- **There are changes to the application, reflecting the goals in the new Consolidated Plan**
- **Quick review**
- **Technical Assistance is available**



# Performance report due at project completion

**Form Instructions:**

- \*For projects qualifying under limited clients or housing national objectives, complete tables #1 - #5
- \*For projects qualifying under area benefits, complete table #1 - #4
- \*For projects qualifying under job creation or resident activities, complete table #1
- \*For projects qualifying under state/fight, complete table #1
- \*Complete table #7 for all project types

IV 2018 (10-1, 2014 - Aug. 30, 2020) Performance Report

Agency or Community Name

Where check box if this is your HOME report

**Table 1. Race, Ethnicity**

	Oct 18		Nov 18		Dec 18		Jan 19		Feb 19		Mar 19		Apr 19		May 19		Jun 19		Jul 19		Aug 19		Fiscal Total
	Total	Hispanic/Latino	Total	Hispanic/Latino	Total	Hispanic/Latino	Total	Hispanic/Latino	Total	Hispanic/Latino	Total	Hispanic/Latino	Total	Hispanic/Latino	Total	Hispanic/Latino	Total	Hispanic/Latino	Total	Hispanic/Latino	Total	Hispanic/Latino	
White																							0
African American																							0
Asian																							0
American Indian/Alaskan Native																							0
Native Hawaiian																							0
Hispanic/Latino																							0
Black and African American																							0
Hispanic/Latino and White																							0
American Indian/Alaskan Native & African American																							0
Other Multi-racial																							0
<b>TOTAL</b>	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL with Hispanic/Latino Ethnicity	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

**Table 2. Income Levels**

	Oct 18	Nov 18	Dec 18	Jan 19	Feb 19	Mar 19	Apr 19	5/1/2019	Jun 19	Jul 19	Aug 19	Fiscal Total
	Total	Total	Total	Total	Total	Total	Total	Total	Total	Total	Total	Total
Extremely Low												0
Low												0
Modest												0
Non-poor/Modest												0
<b>TOTAL</b>	0	0	0	0	0	0	0	0	0	0	0	0

**Table 3. If total # of persons, number of:**

With new or continuing access to a service or benefit	
With improved access to a service or benefit	
Receive a service or benefit that is no longer substantial	
<b>TOTAL</b>	

**Table 4. Area Benefit data**

Total persons assisted	
Total low/moderate persons assisted	
Percentage of low/moderate	%

**Table 5. Job Creation or Retention data, Number of:**

Full time jobs created	
Part time (contract) jobs created	
Part time jobs created	
Part time seasonal jobs created	
New business started	
Existing business newly started	
Number of businesses that are buildings rehabilitated	
Number of business start-ups that provide goods or services to meet the needs of a service area	
<b>TOTAL</b>	

**Table 6. State/Fight data**

Number of units assisted	
Is designated building/qualified properties	
State/Fight designation only	
<b>TOTAL</b>	

**Table 7. Affordability. Check those accomplished:**

- Creating fair housing knowledge base at your agency/community through attendance of training. Attendance at training should result in an ability to identify discriminatory practices and to develop/developable techniques to communicate with parties that are face language / cultural or other barriers.
- Utilizing training and/or other means to review local policies that control use of land and structure (zoning, and use, building department) and identify if and how those policies may contribute to illegal housing discrimination or inhibit AFH by restricting a household's housing choices
- Distribute fair housing information to the public with particular attention to persons in protected classes
- Support or participate in the planning of a fair housing event in Lake County or Southwest Ohio
- Initiate or begin to take an active participatory role in the Coalition for Housing & Support Services of Lake County, Inc. (including sub-committee Committee of Care)
- Review existing policies for compliance with fair housing laws. Work to formulate policies that minimize or eliminate discrimination within your community
- Review program design for ways to expand a beneficiary's choice and opportunity in the field of housing, education, employment

Please submit fair reports about how you accomplished the tasks above to: FHS, C&D or J. Please thank you.



# Who will manage and implement activities?

- Subrecipient: A public or private nonprofit organization/agency receiving CDBG funds from grantee for eligible activities.
  - A written agreement must be executed before funds are disbursed. (Sample agreement on website) Agreements are typically signed in December, after which reimbursements may begin.
  - Minimal required elements:
    - Statement of work
    - Records and reports (Sample performance report on website)
    - Program income
    - Uniform administrative & other federal requirements
    - (Regulatory citation 570.503)

# County involvement in project implementation

- Please contact Rhea Benton, CDBG Manager:
  - Phone (440) 350-2740 or [rbenton@lakecountyohio.gov](mailto:rbenton@lakecountyohio.gov)
  - Help with procurement issues; guidance on creating Requests for Proposals (RFP's) or bid packages, selection of contractors, etc.
  - Help with fulfilling federal requirements: ex) Davis Bacon – supplying wage rates, help with monitoring on-site compliance by contractor, and other federal requirement issues
  - Project Management Assistance: attendance at pre-bid, pre-construction, and final walk-thru meetings for construction projects; assistance with record keeping issues, timeline issues, etc.
  - Supplying tools and resources for program compliance
  - Monitoring as an on-going process of planning, implementation, communication, and follow-up
  - Being available by phone or in-person for questions and concerns during the program period

# Home Investment Partnership Program

- Four housing programs in one
- Homeowner ...rehabilitation
  - Target areas
- Home Buyer
  - Down Payment Assistance
- Rental
  - Grants, loans
- Tenant Based Rental Assistance
  - Subsidy
  - Placement

# Comparison of Type of Unit Production & Average Cost Per Unit

## Lake County, Ohio

Rental	33%
Homebuyer	53%
Home Owner	
Rehab	14%

Rental	\$ 17,934
Homebuyer	\$ 10,356
Home Owner Rehab	\$ 15,599
Tenant Based Rental Assistance	\$ 796

## United States

Rental	40%
Homebuyer	41%
Home Owner	
Rehab	19%

Rental	\$ 18,926
Homebuyer	\$ 12,984
Home Owner Rehab	\$ 19,722
Tenant Based Rental Assistance	\$ 3,850

# HOME Eligible Activities

## Measured by Unit or Beneficiary

- Tenant Based Rental Assistance
- Placement
  - Security Deposit, 1st Month Rent, Utility Deposit
- Subsidy
  - Duration of assistance – limited to 24 months by statute
  - Amount of assistance
  - May be targeted to special populations

# HOME Eligible Activities

- Unit Production / Rehabilitation / Acquisition
  - Rental Properties • Homeowner • Home buyer
- CHDO - Community Housing Development Organization
- Operational
  - Community Housing Development Organization (CHDO)  
Operating Costs – limited to 5% of allocation (optional)
- Soft Costs
  - As a part of an activity ... See 92.206(d)
- Administration & Planning
  - Limited to 10% of Allocation... See 92.207
  - Generally limited to costs of County personnel
- Technical Support Please contact Program Manager
  - Phone (440) 350-2740 or [Marian.Norman@lakecountyohio.gov](mailto:Marian.Norman@lakecountyohio.gov)

# Public Comments & Wrap-up

- Thank you for participating in this process. Public Comments accepted for Consolidated Plan and Annual Action Plan?
- Attendance Certificates
  - Will be mailed to those in attendance
- Office Consultation – If questions can't be answered by telephone and/or email please schedule a date and time with one of the Program Managers.
- Questions
  - \_\_\_\_\_
  - \_\_\_\_\_
  - \_\_\_\_\_