

# **CITY OF LANSING, MI**

## **ANNUAL ACTION PLAN FISCAL YEAR 2020 (JULY 1, 2020 - JUNE 30, 2021)**

**Prepared for the U.S. Department of Housing and Urban Development  
by the City of Lansing, Michigan  
Department of Economic Development and Planning  
316 N. Capitol Avenue  
Lansing, MI 48933-1234**

**PROPOSED FUNDING ALLOCATIONS  
PROGRAM ACTIVITIES AND USE OF FUNDS  
ANNUAL ACTION PLAN 2020 (7/1/20 – 6/30/21)  
CITY OF LANSING COMMUNITY DEVELOPMENT OBJECTIVES**

The primary objective of Lansing's Housing and Community Development Program is the development of a viable community which will provide standard housing in a suitable living environment, principally to benefit low and moderate income persons, preserve and expand existing businesses and industries, and create an atmosphere conducive to stability in neighborhoods.

- a. Provide standard housing in a suitable living environment through rehabilitation, new construction and improvement of the housing stock primarily in CDBG eligible neighborhoods and in specifically designated housing target areas.
- b. Provide housing counseling and assistance that will benefit low and moderate-income households.
- c. Promote home ownership for low and moderate-income households and promote deconcentration of poverty.
- d. Maintain at current levels the number of public and assisted housing units available to low and moderate-income households.
- e. Provide homeless prevention assistance, emergency shelter, street outreach and supportive human services for people with special needs, people who are homeless and those at risk of becoming homeless.
- f. Provide assistance for permanent supportive housing and human services for low and moderate income households with a history of chronic homelessness, including those with special needs.
- g. Promote economic opportunity for low and moderate-income individuals by facilitating economic development, providing employment opportunity, sponsoring job training, supporting business development, micro-enterprise lending and business or financial educational programs and initiatives.
- h. Promote economic development to provide jobs, business services and shopping opportunities for residents located in CDBG eligible areas.
- i. Provide community and neighborhood services, recreational opportunities and public facilities and promote neighborhood social cohesion to improve the quality of life in CDBG eligible neighborhoods.
- j. Increase security and safety in neighborhoods by supporting public safety and crime prevention initiatives, public educational programs and citizens' awareness in CDBG eligible areas.
- k. Improve the city's transportation, public facilities and infrastructure systems in CDBG eligible areas.

- l. Protect and improve the city's physical environment, including preventing or eliminating blight, removing lead or other safety hazards, preserving historic resources, mitigating flood hazards, promoting healthy housing and improving energy fitness in housing occupied by low and moderate-income households.
- m. Promote fair housing objectives.
- n. Provide affordable housing and economic development that benefits low and moderate income people in the context of mixed use development along transit corridors.

## **COMMUNITY DEVELOPMENT BLOCK GRANT**

### **CDBG Single-family, Owner-Occupied Rehab Program/Public Improvements**

Includes loans and grants for rehabilitation of owner-occupied housing units through city sponsored programs, and in conjunction with affordable housing efforts sponsored by nonprofit housing corporations, public and private developers, and other state and federal agencies. Includes funds to meet lead hazard reduction regulations in rehabilitated structures, funds to assist in emergency housing rehabilitation, market analysis activities and technical assistance to nonprofit housing corporations, contractors, and low- and moderate-income households. Includes loans and grants for owner-occupied single-family units through city sponsored programs, loans to rehabilitate historic homes in conjunction with rehabilitation of the unit, and loans or grants for ramps, hazard remediation or weatherization. Includes staff, office space, technical assistance, training and other direct project costs associated with delivery of Community Development Block Grant, HOME, Emergency Solutions Grant and other State and Federal Programs.

General street, sidewalk, water/sewer improvements, including assistance to income eligible owner-occupants or those in CDBG-eligible areas for special assessments related to new improvements. Includes improvements to neighborhood parks, recreational facilities; public neighborhood, medical and community facilities in CDBG priority areas.

Proposed funding amount: \$1,293,549

### **CDBG Rental Rehab Program**

Includes loans and grants for rehabilitation of rental housing units through city sponsored programs. Includes funds to meet healthy housing standards and/or lead hazard reduction regulations in rehabilitated structures.

Proposed funding amount: \$1,000

### **Acquisition**

Includes acquisition, maintenance and security of properties acquired through programs, and activities related to acquisition, disposition, relocation and clearance of dilapidated and blighted structures. Funds may also be used to acquire and clear properties in the flood plain. Includes staff time associated with this activity.

Proposed funding amount: \$100,000

**Public Services (limited to 15%)**

Includes services for low- and moderate-income individuals such as: homeownership counseling, education, neighborhood counseling, youth and senior programs, neighborhood clean-ups, community gardens, home repair classes. Services are for low- and moderate-income individuals and/or those in CDBG-eligible areas located within the Lansing city limits.

Proposed funding amount: \$ 306,819 (15% of CDBG)

**Economic Development**

Loans, technical assistance and training to low- and moderate-income owners of and persons developing micro-enterprises within or planning to locate within the Lansing city limits. Technical assistance to individuals and for-profit businesses including workshops, technology assistance, and façade improvement loans/grants. Creation of jobs to benefit low and moderate-income city of Lansing residents.

Technical assistance to individuals and for-profit businesses including workshops, technology assistance, façade improvement loans/grants, market analysis, business promotion, referrals for the attraction of new business and expansion of existing business within CDBG-eligible areas of Lansing.

Proposed funding amount: \$ 50,000

**CDBG General Administration (limited to 20%)**

Includes staff and other costs associated with preparation of required Consolidated Planning documents, environmental clearances, fair housing activities and citizen participation activities associated with the delivery of CDBG, HOME and other state and federal programs.

Includes planning and general administration costs associated with delivery of CDBG and other state and federal programs. Includes indirect administrative costs and building rent paid to the city.

Proposed funding amount: \$409,092

**TOTAL CDBG, CDBG PI, and CDBG Previous Years Funds = \$2,160,460  
(\$2,045,4602 + \$75,000 PI + \$40,000 previous years funds)**

**HOME**

**Down Payment Assistance**

Funds provided to homebuyers for down payment and closing costs for purchase of a single-family home located within the Lansing city limits. Up to \$40,000 will be available as a 0% interest second mortgage for homebuyers with income at or below 80% of median income. Assistance not limited to first-time homebuyers. May include staff time and/or homeownership counseling fees associated with this activity.

Proposed funding amount: \$100,000

**New Construction/HOME Rehab/Development Program**

Includes funds for loans and grants for housing construction and rehabilitation with non-profit and for-profit developers, including CHDOs.

HOME funds allocated for housing developed in partnership with the city, including Supportive Housing Program (SHP) and Acquisition, Development and Resale (ADR) activities. Projects may include new construction and rehabilitation activities with non-profit and for-profit developers, including CHDOs. Funds may be used for staff time associated with these activities.

Proposed funding amount: \$600,393

**CHDO Set-aside (15% minimum required)**

Reserved for housing developed, sponsored or owned by CHDOs in partnership with the City.

Proposed funding amount: \$ 112,799

**Community Housing Development Organization (CHDO) Operating (limited to 5%)**

Funds reserved at option of the City to provide operating funds to CHDO's utilizing the City's HOME funds to produce affordable housing in the community.

Proposed funding amount: \$37,599

**HOME General Administration (limited to 10%)**

Includes staff and general administration costs to deliver the HOME program.

Proposed funding amount: \$75,199

**TOTAL HOME, Program Income, and HOME previous years available funds: \$925,990 (\$751,990 + \$124,000 Previous year+ \$50,000 PI)**

**EMERGENCY SOLUTIONS GRANT (ESG)**

**Street Outreach**

Street Outreach activities.

Proposed funding amount: \$ 5,294

**Homeless Prevention**

Homeless Prevention activities.

Proposed funding amount: \$61,758

**Administrative Activities (limited to 7.5%)**

Funds provided to offset the cost of administering emergency solutions program.

Proposed funding amount: \$ 12,351

**Homeless Management Information System (HMIS)**

Funds will be provided for HMIS and comparable database costs.

Proposed funding amount: \$ 5,294

**Shelter Operation**

Funds provided to shelter providers to cover cost of maintenance, operations, insurance, utilities and furnishings in shelter facilities.

Proposed funding amount: \$ 91,755

**TOTAL ESG: \$176,452**

**SUMMARY**

**Forty –Fifth Year Community Development Resources**

<b>Program</b>	<b>Annual Action Plan</b>
<b>CDBG Entitlement Grant:</b>	\$2,045,460
<b>CDBG Program Income (est.)</b>	\$75,000
<b>CDBG Previous Years Annual Funding</b>	\$40,000
<b>HOME Program Funds</b>	\$751,990
<b>HOME Previous Years Annual Funding</b>	\$124,000
<b>HOME Program Income (est.)</b>	\$50,000
<b>ESG Program Funds:</b>	\$176,452
<b>TOTAL</b>	\$3,262,902

Administrative, management and operation costs for the above programs include the administration, management and operations of the eligible activities, **as well as other federal and state community development programs in which the city is now or may be participating.**



# Executive Summary

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

### 1. Introduction

The City of Lansing Department of Economic Development and Planning is the lead organization responsible for the administration of the Community Development Block Grant (CDBG), HOME and ESG federal funds received from the Department of Housing and Urban Development (HUD). The City has been successful in leveraging additional state and local resources to support grant funded activities. Federal funds are available to low to moderate income households citywide.

The City of Lansing is submitting its FY 2020 Annual Action Plan which covers July 1, 2020 through June 30, 2021. The FY 2020 Annual Action Plan is the fifth and final year of the City of Lansing's five-year, 2016-2020 Consolidated Plan. The proposed activities to be carried out in FY 2020 are based on needs, priorities, strategies and goals established in the five-year Consolidated Strategy and Plan Submission for the period 2016-2020. This annual plan is based on community development fund resources: CDBG, HOME and ESG funds expected to be available in FY 2020. The anticipated goals are based on the availability of other sources of funding projected to be available during this time period to leverage the federal community development fund resources.

The requisite information presented in the Action Plan is according to the final rule established by the Department of Housing and Urban Development at 24 CFR 91, Consolidated Submission for Community Planning and Development Programs. Through the Master Plan and other planning processes, the city continues to solicit input from the community, particularly promoting participation from low and moderate income citizens on community needs. The City of Lansing has collaborative partnerships with various City of Lansing departments, State offices, Tri-County Regional Planning Commission (TCRPC), Michigan State Housing Development Authority (MSHDA), Ingham County Land Bank, Capital Region Housing Collaborative (CRHC) formerly the Greater Lansing Homeless Resolution Network or the Continuum of Care (CoC), Lansing Housing Commission, adjacent municipalities and other community groups and organizations to provide a regional approach to integrate housing, land use, economic and workforce development, transportation and infrastructure development in a comprehensive and inclusive manner.

It should be noted that the City of Lansing has made several amendments to its Action Plan:

Minor amendment to its Annual Action Plan 2016 resulting in amending its Consolidated Plan 2016-2020. The amendment reflected a minor adjustment within the CDBG activities but no change in the overall amount of the CDBG funding allocations. More specifically, the changes including reducing

funding in Economic Development of \$80,000 and Public Services of \$55,807 totaling \$135,807 which was placed into CDBG Rehab activity.

The City of Lansing made an amendment to the ESG funding allocation which did not impact the overall ESG allocation. More specifically, \$5,000 of Outreach activities funding was moved to Homeless Prevention for 2016-17. The minor amendment represents 3% of the ESG entitlement of \$167,841.

The City of Lansing made a substantial amendment to its 2018 Action Plan to increase funding for acquisition activities for the purpose of eliminating several blighted structures. The City transferred/reduced the funds allocated for owner occupied rehabilitation activities to allow for the demolition activities. The acquisition activity which includes demolition was increased by \$249, 000 for a total budget of \$250,000 and the owner occupied rehabilitation activity was decreased by \$249, 000 for a total budget of \$1,720,151.

The City of Lansing made a second amendment to its 2018 Action Plan to create a new activity which would allow a neighborhood public improvements facilities for a specific project in Southwest Lansing. The proposed amendment would reduce the funding in Activity by \$100,000 and create a new activity with \$100,000 funding for Public Improvements – Neighborhood facilities in Southwest Lansing.

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

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

The City of Lansing has identified housing and community development needs through various sources which include a community needs public hearing and consultation with numerous agencies. The following summary identifies the key priorities for the City of Lansing Five-Year, 2016-2020 Consolidated Plan:

- Provide standard housing in a suitable living environment through rehabilitation, new construction and improvement of the housing stock primarily in CDBG eligible neighborhoods and in specifically designated housing target areas.
- Provide housing counseling and assistance that will benefit low and moderate-income households.
- Promote home ownership for low and moderate-income households and promote deconcentration of poverty.
- Maintain at current levels the number of public and assisted housing units available to low and moderate-income households.

- Provide homeless prevention assistance, emergency shelter, street outreach and supportive human services for people with special needs, people who are homeless and those at risk of becoming homeless.
- Provide assistance for permanent supportive housing and human services for low and moderate income households with a history of chronic homelessness, including those with special needs.
- Promote economic opportunity for low and moderate-income individuals by facilitating economic development, providing employment opportunity, sponsoring job training, supporting business development, micro-enterprise lending and business or financial educational programs and initiatives.
- Promote economic development to provide jobs, business services and shopping opportunities for residents located in CDBG eligible areas.
- Provide community and neighborhood services, recreational opportunities and public facilities and promote neighborhood social cohesion to improve the quality of life in CDBG eligible neighborhoods.
- Increase security and safety in neighborhoods by supporting public safety and crime prevention initiatives, public educational programs and citizens' awareness in CDBG eligible areas.
- Improve the city's transportation, public facilities and infrastructure systems in CDBG eligible areas.
- Protect and improve the city's physical environment, including preventing or eliminating blight, removing lead or other safety hazards, preserving historic resources, mitigating flood hazards, promoting healthy housing and improving energy fitness in housing occupied by low and moderate-income households.
- Promote fair housing objectives.
- Provide affordable housing and economic development that benefits low and moderate income people in the context of mixed use development along transit corridors

### **3. Evaluation of past performance**

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

In FY 2019, the City of Lansing received \$2,008,152 of Community Development Block Grant, \$707,152 HOME and \$170, 259 of ESG (Emergency Solutions Grant). The City of Lansing takes various initiatives to ensure success in meeting the Action Plan objectives and addressing community needs.

The City of Lansing counted several accomplishments during the past fiscal year which included the continued increased awareness of the CDBG – home rehabilitation programs, which included making homes lead safe, worked closer with sub recipients to address the needs of the low and moderate income populations and provided several programs and services to address the specific needs of the homeless and those at risk of homelessness. For FY19 Lansing completed the following for CDBG and LSL:

- CDBG rehabilitations: 43 units
- LSL lead-based paint hazard remediation: 46 units

HOME funded Homebuyer projects:

- CAHP: 4 single family new construction homes on Glenburne, and 1 single family new construction on Michigan Ave.
- Ingham County Land Bank: One major rehabilitation of a single family home.
- Habitat for Humanity Capital Region: One major rehabilitation of a single family home.

In regards to the homeless population in the city, the Continuum of Care (CoC), known locally as the Capital Region Housing Collaborative (CRHC), formerly known as the Greater Lansing Homeless Resolution Network (GLHRN), is continuously addressing homelessness in the general population as well as the veterans through its strategic plan. The CoC's Strategic Plan is also aligned with the City of Lansing's Consolidated/Annual Action Plan. A centralized intake and assessment system has been implemented and the CRHC continues to work with the City of Lansing as well as other community agencies to address chronic homelessness in the community.

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

Summary from citizen participation section of plan.

Citizen Participation is an important factor in the development of the City of Lansing's Annual Action Plan. The process is designed to consider comments from citizens and stakeholders related to housing, neighborhoods, community and economic development and homeless issues. The process involves gathering input related to housing and economic needs related to human interaction and social environment. The objective of the process is to encourage comments on strategies and programs to address identified needs. The process is open to any interested party or organization and facilitated by the city to promote participation of a wide range of groups and individuals concerned with housing and community development issues. In the development of the Annual Action Plan, the City of Lansing considered all previous strategic planning documents which included the City's Master Plan, Continuum of Care and the Lansing Housing Commission Plan. Information on the current housing market, lending practices and foreclosures is considered. Citizen input was incorporated into these efforts. The Citizen Participation Process is intended to assure that the citizens of the community and organizations concerned with housing and community development will have every opportunity to participate in the planning and utilization of community development funds. The key steps in the process include: gathering input from community meetings held in August and September and a public hearing held before the Planning Board on community needs in December. This hearing provided citizens an opportunity to present their views on community development and housing needs. Citizen input is accepted from interested citizens throughout the year; it is not limited to a formal public hearing. A

second public hearing is held before the Planning Board in January/February on the proposed funding allocations. During this hearing, the public had the opportunity to comment on the distribution of the proposed funding allocations. The public had another opportunity to make comments on the Action Plan, including funding allocations at the April 27, 2020 final Public Hearing before the Lansing City Council. At their May 4, 2020 City Council plans to propose passing a resolution to submit the City of Lansing's FY 2020 Annual Action Plan.

A draft of the summary plan was made available for a 30-day public review and comments period from March 12, 2020 – April 13, 2020. A notice of the opportunity for public review and comments was published in the Wednesday, March 4, 2020 Lansing City Pulse (a general circulation newspaper), made available at the Capital Area District Library, the City Clerk's office, the Department of Economic Development and Planning as well as on the City of Lansing's website. A summary of comments or views and the city's response is included as an attachment in the Action Plan submission. The facilities where the public hearings were held are barrier free to accommodate persons with disabilities. In the event that a significant number of non-English speaking residents attend the public hearings, the city would provide a resource person for translation purposes. The City makes every possible effort to reach its minority population, low-income and those with special needs.

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

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

The City of Lansing follows its Citizen Participation Plan in terms of engaging the community in public input. The first public hearing was held on December 3, 2019 before the Planning Board to receive public comments about housing and community development needs. The second of three public hearings regarding the federal funding allocations was held on February 4, 2020. The minutes of the public hearings are included in the final submission of the Action Plan

The final public hearing was held on April 27, 2020 before the Lansing City Council. Also, the public had an opportunity to review and comment on the draft Action Plan during the public comment period from March 12, 2020 – April 13, 2020.

At their May 4, 2020 City Council plans to propose passing a resolution to approve submittal of the City of Lansing's FY 2020 Action Plan, which reflected the actual funding allocations.

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

All comments are considered during the public comment period.

## **7. Summary**

The City of Lansing conducted three (3) public hearings to gather input on the proposed Annual Action Plan activities and funding for fiscal year 2020 (7/1/20-6/30/21). Participants were encouraged to provide and comment on proposed activities. All comments were accepted and reviewed. The City of Lansing did not reject any comments and considered all comments in the development of the 2020 Action Plan. Attached is a copy of the minutes of the public hearings, as well as any other/additional comments received during the comment period.

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

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

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

Agency Role	Name	Department/Agency
Lead Agency	LANSING	
CDBG Administrator	LANSING	City of Lansing Economic Development and Planning
HOPWA Administrator		
HOME Administrator	LANSING	City of Lansing Economic Development and Planning
ESG Administrator	LANSING	City of Lansing EDP/HRCS
HOPWA-C Administrator		

**Table 1 – Responsible Agencies**

**Narrative (optional)**

The City of Lansing - Department of Economic Development and Planning (EDP), 316 N. Capitol Avenue, Lansing, MI 48933 is the lead agency responsible for the administration of each grant program and funding source. More specifically, EDP has the City of Lansing Human Relations and Community Services (HRCS) Department administers the ESG grant.

**Consolidated Plan Public Contact Information**

The contact person for the Consolidated Plan/Action Plan is Doris M. Witherspoon, Senior Planner, 316 N. Capitol Ave., Lansing, MI 48933. (517) 483-4063. [doris.witherspoon@lansingmi.gov](mailto:doris.witherspoon@lansingmi.gov)

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

### **1. Introduction**

Consultation is a key factor in the development of the 2020 Annual Action Plan process. The City of Lansing consultation process involves engaging communication with several agencies in the community. Consultation includes attending local and regional planning meetings, Community and Economic Development (CED) meetings, board meetings of partner agencies and grantees, such as the Capital Region Housing Collaborative (CRHC), formerly Greater Lansing Homeless Resolution Network (GLHRN) - Continuum of Care (CoC), Historic District Committee meetings, Healthy Homes meetings, Foreclosure Prevention Network meetings, landlord association meetings and many others. The City of Lansing Economic Development and Planning (EDP) staff attends several meetings throughout the year to gather input on the needs in the community as it relates to several issues including homelessness. EDP coordinates the Consolidated Plan for the jurisdiction that falls within the MI-508 Continuum of Care for Ingham County/City of Lansing/East Lansing known as the Capital Region Housing Collaborative (CRHC). An EDP staff member serves on the CoC Board as well as on the CoC's Strategic Planning Committee and Finance Committee. The CoC coordinates local agency homeless efforts between the local public housing authority (PHA), public governmental fiduciary and monitoring entities, private, non-profit housing and shelter providers, housing developers, formerly homeless persons, local school districts, health and mental health, and other service agencies. EDP works closely with the City of Lansing Human Relations & Community Services (HRCS) Department that serves as the CoC Lead Agency, Collaborative Applicant, HMIS Lead Agency and administers and monitors City's ESG and MSHDA ESG (State) funding. CoC planning is closely aligned with the Consolidated Plan through shared leadership, strategic planning activities and CoC Board and Committee meetings. The CoC Board revamped the 10 year plan to End Homelessness through the CoC Planning Grants nine objectives and outcomes to improve the Coordinated Assessment system, conduct ongoing gaps analysis, oversee funding allocations, monitor and evaluate outcomes, strengthen the CoC infrastructure, and become a UFA and HPC. A series of educational meetings and strategic planning retreats have taken place including two site visits to areas known to use best practices to end homelessness. Some best practices have already been incorporated into the Coordinated Assessment System, such as systemic coordination of PSH referrals to prioritize open units to chronically homeless individuals and families. The CoC has continued to shift funding resources to develop more PSH units. Recent CoC activities include addressing the needs of priority homeless persons through adopting the CPD-14-012 notice, revision of screening criteria, using the VI-SPDAT assessment tool, establishing a Veterans Workgroup, enlisting HUD TA assistance for both Vets at Home and CoC.



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

The City of Lansing’s process of engaging and enhancing the coordination between public and assisted housing providers, private and governmental health, mental health and services agencies involves being an integral part of several organization’s planning process/committees as well as staying abreast of overall activities in the community. Several city staff members assume leadership roles as well as serve on several committees with various agencies/organizations, such as the Capital Region Housing Collaborative (CRHC), formerly, Greater Lansing Homeless Resolution Network (GLHRN), the Continuum of Care, Power of We Consortium, Tri-County Regional Planning Commission, Lansing Housing Commission, involved in planning activities and meeting the needs of their specific clientele. Through this collaborate effort, duplication of services is eliminated and coordination of programs and services are met in the community.

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

The City of Lansing Department of Economic Development and Planning – Development Office (EDP-DO), oversees the Consolidated Plan/ESG submission and coordinates with the Capital Region Housing Collaborative (CRHC), the Ingham County Continuum of Care (CoC), several ways. The Office works closely with the City's Human Relations and Community Services Department (HRCS) that serves as CoC Recipient and Collaborative Applicant, sub-contracting and monitoring all CoC and ESG sub-recipient agencies. Coordination occurs with key staff persons from both city departments serving on the CoC Board, Finance and Strategic Planning Committees, helping to determine/voting ESG fund allocations, interpreting HUD regulations and priorities, and sharing best practices.

The HRCS Department helps plan both ESG and CoC open and competitive application processes, and oversees the CoC Planning grant. These activities are coordinated closely with the EDP-DO’s Con/Action Plan to ensure all goals addressing homelessness are in alignment. Ongoing gaps analyses are conducted to ensure ESG and CoC funds are targeted and focused on the homeless populations with the greatest needs. HRCS Department is the lead HMIS agency, leveraging CoC-wide HMIS data to identify areas for improvements. The EDP-DO holds several public hearings to gain input from the community. Planned action steps to end chronic homelessness includes the continued partnership with key community organizations. CRHC has a Strategic Plan that is comprehensive, visionary and realistic to help resolve homelessness. ESG funds help provide necessary shelter beds for individuals and families, prevention for at-risk families, and outreach services for youth in coordination with other federal and state-funded programs such as PATH, State ESG, FEMA, etc.

For chronic homeless persons and families, a CoC wide By-Name-List is maintained by the Coordinated Entry Agency (CEA), Holy Cross Services, to prioritize households with the greatest needs and longest history of homelessness for PSH unit vacancies. CoC reallocations have created more PSH units prioritized for CH and Rapid Rehousing funds for homeless youth. A “Move Up” voucher program has been implemented to move stabilized, longer-term PSH participants who may no longer need supportive services to HCV vouchers. For youth, the CoC identified youth rapid rehousing as an urgent need and reallocated CoC funds to provide a newly developed Joint TH-RRH program for youth, now in its second year of operation. For at-risk persons, the CoC increased ESG fund allocations to provide additional prevention funds to address evictions, working with the courts and identifying people likely to become homeless. A second Eviction Diversion Prevention program is being planned for the City of Lansing District Court, based on the effective model at the District Court based in Mason, the county seat.

Most recently, the CoC was acknowledged for the Veteran’s Services Coordination Team that analyzes and assesses specific needs and barriers of homeless veterans and was confirmed by USICH as having met the criteria and benchmarks for “effectively ending” veteran homelessness. This Veterans Coordination Team works closely with the local VA CBOC office, HUD-VASH, SSVF, and GPD providers and tracks, monthly, newly identified homeless veterans.

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

The City of Lansing Department of Economic Development and Planning works in consultation with the Capital Region Housing Collaborative (CRHC) CoC to assess use of ESG funds and review resources and needs on a local and regional basis. The Strategic Planning Committee reviews current trends and issues to inform the CoC on urgent needs of the homeless and ensures all planning processes are in alignment. The CoC Board sets priorities for funding annually, issues an RFP, establishes a ranking/scoring process, and charges the Finance Committee with application reviews. The application review allows agencies to answer questions, discusses monitoring reviews, performance and CAPER reports, reviews needs/gaps, and evaluates agency capacity, match and spending. Amount of ESG funds allotted is based on scores and votes by all members present at the Finance Committee meeting. The CoC Board ultimately determines how ESG funds will be allocated, by either approving or disapproving Finance recommendations, with the Development Office and HRCS Dept. as voting members.

To develop performance standards and evaluate outcomes data, the HMIS Lead reviews universal data elements each month and assists agencies in providing “clean” data. The HMIS Lead reviews, updates, develops and recommends ESG performance outcome standards. The CoC’s Continuous Quality Improvement (CQI) group meets monthly to review HMIS data and provides quarterly reports on all ESG programs to the CRHC-CoC Board. This past year, the CQI committee reviewed progress in serving CH

homeless and shared findings with the Strategic Planning committee who made several recommendations to the Board to address CH homeless.

Policies and procedures for the operation and administration of HMIS have been in place for several years. The policies mirror statewide HMIS P&P's developed by the Michigan Coalition Against Homelessness with input from CoC's across the state. The policies and procedures are reviewed and updated annually and adopted by the CoC Board. Locally, the HMIS P&P's are incorporated into the CoC's Policies and Procedures manual.

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

**Table 2 – Agencies, groups, organizations who participated**

1	<b>Agency/Group/Organization</b>	LANSING HOUSING COMMISSION
	<b>Agency/Group/Organization Type</b>	Housing PHA Services - Housing Services-homeless Service-Fair Housing
	<b>What section of the Plan was addressed by Consultation?</b>	Public Housing Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The City of Lansing makes every possible attempt to include several agencies and organizations in the consultation process. If any agency/organization was not consulted as a result of the process, it was not intentional and merely an oversight. The Lansing Housing Commission (LHC) and the City of Lansing work collaboratively to address public housing needs in the greater Lansing community. As part of the Continuum of Care (CoC), the LHC provides valuable information on the needs of the public housing residents. Anticipated outcomes include better coordination of programs and services for low and moderate income persons including public housing residents
2	<b>Agency/Group/Organization</b>	Advent House
	<b>Agency/Group/Organization Type</b>	Housing Services - Housing Services-homeless Services-Education
	<b>What section of the Plan was addressed by Consultation?</b>	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Unaccompanied youth Homelessness Strategy

	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	As part of the CoC, the Advent House Ministries provides the City of Lansing with valuable information on the needs of the homeless population. Anticipated outcomes include better coordinated efforts to improved services to the homeless population. Also, efforts are being made to reduce and/or eliminate the number of homeless persons in Lansing.
3	<b>Agency/Group/Organization</b>	MICHIGAN STATE HOUSING DEVELOPMENT AUTHORITY
	<b>Agency/Group/Organization Type</b>	Housing Services - Housing Service-Fair Housing Other government - State
	<b>What section of the Plan was addressed by Consultation?</b>	Homeless Needs - Chronically homeless Homelessness Strategy Market Analysis Economic Development Anti-poverty Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The City of Lansing works on a regular basis with the Michigan State Housing Development (MSHDA) on several planning projects and programs. Throughout the year, there is constant communication between the organizations. Anticipated outcomes includes increased access to programs and services to low and moderate income persons.
4	<b>Agency/Group/Organization</b>	Tri-County Regional Planning Commission
	<b>Agency/Group/Organization Type</b>	Planning organization
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Market Analysis Economic Development

	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The City of Lansing works collaboratively with the Tri-County Regional Planning Commission, planning organization, to address land use issues, housing studies and needs assessment, market analysis, economic development issues and many others to assure that the planning documents are consistent. An anticipated outcome includes improved planning efforts for the greater Lansing community.
5	<b>Agency/Group/Organization</b>	Tri-County Office on Aging
	<b>Agency/Group/Organization Type</b>	Services-Elderly Persons
	<b>What section of the Plan was addressed by Consultation?</b>	Non-Homeless Special Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The City of Lansing works with the Tri-County Office on Aging to assure that the needs of the elderly population is addressed in the Action Plan. Anticipated outcomes includes increased access to programs and services to low and moderate income persons including the elderly and disabled population
6	<b>Agency/Group/Organization</b>	Volunteers of America (VOA)
	<b>Agency/Group/Organization Type</b>	Services-homeless
	<b>What section of the Plan was addressed by Consultation?</b>	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy

	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	As part of the CoC, Holy Cross Services, formerly Volunteers of America (VOA) provides valuable information on the needs of the homeless population, particularly with veterans and the chronically homeless. VOA also serves as the HARA (Housing Assessment and Resource Agency). Anticipated outcomes include increased access to programs and services to the homeless population. Also, efforts are being made to reduce and/or eliminate the number of homeless persons in Lansing.
7	<b>Agency/Group/Organization</b>	Lansing Area Aids Network (LAAN)
	<b>Agency/Group/Organization Type</b>	Services-Persons with HIV/AIDS
	<b>What section of the Plan was addressed by Consultation?</b>	Non-Homeless Special Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The Lansing Area AIDS Network (LAAN) provides HOPWA in the greater Lansing community. The City of Lansing works with LAAN to assure the needs of the organizations are addressed in the Action Plan. Anticipated outcomes include increased access and/or knowledge of programs and services to those persons living with AIDS
8	<b>Agency/Group/Organization</b>	EVE, INC.
	<b>Agency/Group/Organization Type</b>	Services-Persons with Disabilities
	<b>What section of the Plan was addressed by Consultation?</b>	Non-Homeless Special Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	As part of the CoC, EVE provides the City of Lansing with valuable information on the needs of those individuals experiencing domestic violence. General information on the needs and resources are included in the Action Plan. Anticipated outcomes include better coordinated efforts to improved services to persons experiencing domestic violence

9	<b>Agency/Group/Organization</b>	Capital Area Center for Independent Living
	<b>Agency/Group/Organization Type</b>	Services-Persons with Disabilities
	<b>What section of the Plan was addressed by Consultation?</b>	Non-Homeless Special Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Disability Network Capital Area, formerly, Capital Area Center for Independent Living (CACIL), formerly, is a non-profit self-help organization that provides a range of services to support people with disabilities, provides a wealth of information to the City of Lansing regarding persons with disabilities. Anticipated outcomes include increased access and/or knowledge of programs and services to those persons with disabilities.
10	<b>Agency/Group/Organization</b>	Mid-Michigan Recovery Services
	<b>Agency/Group/Organization Type</b>	Services-Persons with Disabilities Services - Victims
	<b>What section of the Plan was addressed by Consultation?</b>	Homelessness Strategy Non-Homeless Special Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	As part of the CoC, the Mid-Michigan Recovery Services, formerly National Council on Alcoholism provides valuable information on persons with disabilities, specifically, alcohol and substance abuse. Anticipated outcomes include increased access and/or knowledge of programs and services to those persons with a substance abuse. Also, efforts are being made to reduce and/or eliminate the number of homeless persons in Lansing.
11	<b>Agency/Group/Organization</b>	Michigan Department of Human Services
	<b>Agency/Group/Organization Type</b>	Services - Housing Services-Health Services - Victims Health Agency



	<b>What section of the Plan was addressed by Consultation?</b>	Non-Homeless Special Needs Emergency Assistance
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	As part of the CoC, the Michigan Department of Human Services is instrumental in providing the City of Lansing with valuable information on the general human services. Anticipated outcomes include improved services for residents in the greater Lansing community.
12	<b>Agency/Group/Organization</b>	Ingham County Land Bank - Fast Track Authority
	<b>Agency/Group/Organization Type</b>	Housing
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Market Analysis Economic Development
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The City of Lansing staff meets regularly with the Ingham County Land Bank - Fast Track Authority Board members and staff. Anticipated outcomes include the elimination of blight, and increased access to safe, healthy and affordable housing for low and moderate income residents.
13	<b>Agency/Group/Organization</b>	Habitat for Humanity
	<b>Agency/Group/Organization Type</b>	Housing
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The City of Lansing staff meets regularly with the Habitat for Humanity. Anticipated outcomes include increased access to affordable, safe, healthy housing opportunities for very low income people.

14	<b>Agency/Group/Organization</b>	Community and Economic Development Network
	<b>Agency/Group/Organization Type</b>	Housing Services-Education
	<b>What section of the Plan was addressed by Consultation?</b>	Economic Development
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The City of Lansing staff meets regularly with the staff at the Community and Economic Development Network. Anticipated outcomes include improved coordination with other agencies and increased knowledge of community and economic development projects within the community.
15	<b>Agency/Group/Organization</b>	City of East Lansing
	<b>Agency/Group/Organization Type</b>	Other government - Local
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Market Analysis Economic Development
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The City of Lansing has consulted with the City of East Lansing on some projects. Both jurisdictions are part of the Capital Region Housing Collaborative (CRHC), formerly, Greater Lansing Homeless Resolution Network
16	<b>Agency/Group/Organization</b>	Center for Financial Health
	<b>Agency/Group/Organization Type</b>	Financial Education, Homebuyer Education, Foreclosure Prevention, Employee Financial Wellness, etc.
	<b>What section of the Plan was addressed by Consultation?</b>	Economic Development

	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The City of Lansing meets regularly with the Center for Financial Health. The Center for Financial Health is responsible for services such as: Financial Education, Homebuyer Education, Foreclosure Prevention, Financial Counseling, Land Contract Counseling and Renter's Rights and Responsibilities, employee Financial Wellness. Anticipated outcomes include increased access to safe, healthy and affordable housing for low and moderate income residents.
17	<b>Agency/Group/Organization</b>	Capital Region Housing Collaborative
	<b>Agency/Group/Organization Type</b>	Housing Services-Persons with Disabilities Services-Persons with HIV/AIDS Services-Victims of Domestic Violence Services-homeless
	<b>What section of the Plan was addressed by Consultation?</b>	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homeless Needs - Seniors
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The City of Lansing staff meets regularly with the Capital Region Housing Collaborative (CRHC), formerly the Greater Lansing Homeless Resolution Network (GLHRN), the Continuum of Care (CoC) in the greater Lansing area. Two city staff are Board members and involved in homelessness prevention in the community. There are more than 25 agencies involved in the CoC. Anticipated outcomes include the collaborative efforts of agencies to address and end homelessness in the community.

18	<b>Agency/Group/Organization</b>	Michigan Women Forward
	<b>Agency/Group/Organization Type</b>	Services-Education Services-Employment
	<b>What section of the Plan was addressed by Consultation?</b>	Economic Development
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The City of Lansing meets regularly with the Michigan Women Forward, an organization that carries out Micro-Enterprise Assistance. The anticipated outcome includes providing low income citizens with access to training programs and technical assistance activities that increases their knowledge, as well as promoting entrepreneurial activities and job creation and retention.

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

The City of Lansing is in constant communication with adjacent units of government (i.e. Lansing Township, Eaton County, Delhi Township, and City of East Lansing, etc.) regarding planning issues and/or other common/regional issues. In addition, city staff continues to collaborate with various organizations such as the Tri-County Regional Planning, State departments such as Michigan State Housing Development Authority, Department of Transportation, etc. on similar issues including the development of the Consolidated Plan/Annual Action Plan, Master Plan, Regional Plans, etc. The City of Lansing makes a concerted effort to include community agencies, organizations, government units, etc. in the consultation process. If any group was not consulted as a result of the process, it was not intentional and merely an oversight.

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

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	Capital Region Housing Collaborative (CRHC), formerly Greater Lansing Homeless Resolution Network	The CoC, Capital Region Housing Collaborative (CRHC), Strategic Plan coincides with the local planning efforts in terms of educating the community on homeless issues; addressing and/or ending homelessness in the Lansing community; providing a comprehensive, coordinated system of care to address homelessness, maintaining an active HMIS system to gather data on the homeless population
Public Housing - Action Plan	Lansing Housing Commission (LHC)	LHCs plan coincides with the City of Lansing plan in terms of the programs and services offered to public housing residents and the overall community. LHC will collaborate with the City of Lansing to improve safety/security at each development. A community policing officer is located at S. Washington and LarRoy Froh properties. Each site is targeted to develop neighborhood watch programs. Additional security cameras have also been installed at all locations of LHC in 2019. The City of Lansing Human Relations and Community Services department works closely with the Commission by conducting food pantries, coordinating/providing financial support for counseling and utility/rent assistance. LHC also partners with the Lansing Parks Dept. to provide summer recreational and educational opportunities for our children residents. Working with HUD and MSHDA the LHC has gained approval for a \$25+ Million RAD conversion of 325+ units of public housing that will modernize units, common spaces and other infrastructure. LHC has also applied for RAD conversion of another 240+ units with MSHDA for re-hab in 2021. LHC is also working with the City on a long-term strategic plan to build or rehabilitate additional units of affordable housing in the city.

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Mid-Michigan Program for Greater Sustainability	Tri-County Regional Planning Commission (TCRPC)	The City of Lansing's Master Plan and Action Plan correlates with the Tri-County Regional Planning Commissions MMPGS plan in terms of regional growth/planning by supporting planning efforts that integrate housing, land use, economic and workforce development, transportation, environment and infrastructure investments. Specifically, these efforts are supported through planning projects: Five-year comprehensive regional fair and affordable housing plan; regional affordable housing study community reinvestment fund; develop an energy audit study of built structures; build capacity for a regional urban services management area; promote a multi-faceted and prioritized green infrastructure; develop a sustainable corridor design portfolio vision charrette for Michigan Ave/Grand Ave; build capacity for complete streets planning and implementation; create an online portal for sharing information, evaluating and prioritizing sustainability efforts
Consolidated/Annual Action Plan	Michigan State Housing Development Authority (MSHDA)	The City of Lansing's Consolidated/Action Plan as well as the Michigan State Housing Development Authority (MSHDA) submits plans annually for CDBG, HOME and ESG federal grant application pursuant to HUD 24 CFR Part 91. Both documents describe programs and activities that will be undertaken in conjunction with HUD programs funded with federal dollars on the local and state levels for the city and state respectively. For the State, HUD dollars are awarded and administered by MSHDA and administered locally by the City of Lansing.

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
City of Lansing Comprehensive Master Plan - Design	City of Lansing - Department of Economic Development and Planning	The City of Lansing Department of Economic Development and Planning is responsible for the development and implementation of both planning documents - Comprehensive Master Plan and the Consolidated Plan. The Comprehensive Master Plan addresses housing, land use, economic development issues as well as the overall physical characteristics of the community. The Consolidated Plan is the federally funded programs for CDBG, HOME and ESG addressing the housing, homelessness and community development needs in the greater Lansing area. Staff works collaboratively to develop consistent plans to assure and achieve the goals of addressing the various needs in the community including economic development, land use, transportation, public services and facilities, housing, homelessness, community development and many other areas
Greater Lansing Housing Coalition - ICE Plan	Greater Lansing Housing Coalition (GLHC) and TCRPC	The City of Lansing was involved in meetings associated with the development of the ICE (Innovative, Collaborative, Empowering) Plan. The mission of ICE is to provide innovative, collaborative and empowering direction for the community that will make Mid-Michigan more welcoming and accommodating to all. An array of topics are addressed in the plan including affordable housing for senior citizens and fair and affordable housing for all people, especially low and moderate income groups

**Table 3 – Other local / regional / federal planning efforts**

**Narrative (optional)**

Doris Witherspoon, Senior Planner, City of Lansing staff person responsible for the Consolidated Plan/Action Plan/CAPER/Environmental Reviews, is a Board member of the Capital Region Housing Collaborative (CRHC), formerly the Greater Lansing Homeless Resolution Network (GLHRN) which is the Continuum of Care (CoC) in the area. She also serves on the CoC's CRHC Finance and Strategic Planning committees. As a member of these committees, she wants to assure that the CoC's Strategic Plan aligns with the goals of the City's Consolidated/Annual Action Plans.

## **AP-12 Participation – 91.105, 91.200(c)**

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

The Citizen Participation process remains an important factor in the development of the City of Lansing's Annual Action Plan and is designed to consider comments from citizens and stakeholders related to housing, neighborhoods, community development and economic development as well as homeless issues. The process involves gathering input from interested persons on the needs related to human interaction and social environment. The objective of the process has been to encourage comments on strategies and programs to address identified needs. The process is open to any interested party or organization and facilitated by the city to promote participation of a wide range of groups and individuals concerned with housing and community development issues. In the development of the Annual Action Plan, the City of Lansing considered all previous strategic planning documents which include the City's Master Plan, Tri-County Regional Planning Commission, the Lansing Housing Commission's Plan as well as the Continuum of Care's strategic plan. The Citizen Participation Process is intended to assure that the citizens of the community and organizations concerned with housing and community development will have every opportunity to participate in the planning and utilization of community development funds. In summary, the key steps in the process include: a public hearing held before the Planning Board on community needs in October, November or December. This hearing will provide citizens an opportunity to present their views on community development and housing needs. Citizen input is accepted from interested citizens. A second public hearing is held in January or February on the proposed funding allocations. Another public hearing is held before City Council in April. In addition, the public has an opportunity to comment on the draft Annual Action Plan during the 30-day comment period. The citizen participation process results in the development of the Annual Action Plan which represents the City's decision for allocation of federal funding resources, more specifically Community Development Block Grant (CDBG), HOME and Emergency Solutions Grant (ESG). The final draft is developed in a format accessible to citizens. The proposed plans are presented at a public hearing conducted by City Council during the 30-day comment period. Copies of the plans are provided at this time as well as available for review and comments at the Capital Area District Library, downtown branch, City Clerk's office in City Hall, Department of Economic Development and Planning and on the City's website [www.lansingmi.gov/development](http://www.lansingmi.gov/development). All of the comments received will be summarized and included as part of the final submission. Any written comments would receive written responses and are provided within 15 days.



**Citizen Participation Outreach**

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (if applicable)
1	Public Meeting	Minorities  Persons with disabilities	The City of Lansing Department of Economic Development and Planning staff holds several meetings throughout the year and gather input from concerned citizens and community leaders.	There is constant feedback on the need to continue using federal funds, CDBG, HOME and ESG dollars to assist low to moderate income people, the homeless or those at-risk of homelessness, those special needs group such as the elderly, disabled, veterans, etc. in this community with resources.	All comments are accepted and considered in the development of the Annual Action Plan	

2	Public Hearing	<p>Minorities</p> <p>Persons with disabilities</p> <p>Residents of Public and Assisted Housing</p>	<p>The first public hearing was held on December 3, 2019 before the Planning Board to receive public comments about housing and community development needs. The second of three public hearings on the federal funding allocations was held on February 4, 2020. The last public hearing was held before the Lansing City Council on April 27, 2020. The minutes of the public hearings are included in the final submission of the Annual Action Plan.</p>	<p>During the first public hearing, there were no speakers. During the second public hearing, there were four speakers. Two spoke in favor of Economic Development issues specific to technology training programs. One person spoke in reference to services and programs for the special needs populations (i.e. elderly, disabled, etc.) homeless ad those at risk of homelessness. One person spoke about the need for safe and affordable</p>	<p>All comments are accepted and considered in the development of the Annual Action Plan</p>	
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Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
				<p>housing. The Planning Board members inquired about the status of Closing the Digital Gap (CTDG). Board members were informed that there have been communication and any funding requests would be reviewed and considered. The third and final public hearing will be held before City Council on April 27, 2020.</p>		

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (if applicable)
3	Newspaper Ad	Minorities Persons with disabilities Non-targeted/broad community Residents of Public and Assisted Housing	Notices of the public hearings were advertised in the local newspaper, Lansing City Pulse (November 6, 2019 and January 22, 2020) prior to the public hearings held on December 3, 2019 and February 4, 2020. Also, a draft of the Annual Action Plan, 30-day comment period, was advertised in the newspaper on March 4, 2020.	There were no comments received.	All comments are accepted and considered in the development of the Annual Action Plan	
4	Internet Outreach	Minorities Persons with disabilities Residents of Public and Assisted Housing	The Annual Action Plan document was made available on the City of Lansing's website <a href="http://www.lansingmi.gov/development">http://www.lansingmi.gov/development</a>	There were no comments received from the Internet Outreach	All comments are accepted and considered in the development of the Consolidated/Annual Action Plan	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (if applicable)
5	Public Notice - Substantial Amendment	Minorities Persons with disabilities Residents of Public and Assisted Housing	A substantial amendment was made to the City of Lansing's FY 2020 Action Plan. The substantial amendment was e-mailed to interested groups as well as advertised in the Lansing City Pulse. The 30-day comment period was from March 12, 2020 – April 13, 2020	During the comment period, one person inquired about the amendment, which was clearly explained. However, there were no additional comments from this individual or anyone else regarding the substantial amendment.	All comments are accepted and considered in the development of the Action Plan substantial amendment	

**Table 4 – Citizen Participation Outreach**

## Expected Resources

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

#### Introduction

The City of Lansing expects to use CDBG funds for housing and community development related activities (i.e. rehabilitation, economic development, public services, etc.) primarily to benefit low to moderate income persons, particularly in local targeted areas and CDBG eligible areas. HOME dollars will be used for activities such as new construction and down payment assistance. ESG funds will be used for emergency shelter, street outreach, homelessness prevention and HMIS.

#### Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	2,045,460	\$75,000	\$40,000	\$2,160,460	0	CDBG program provides funding for community revitalization purposes and addresses one of three National Objectives: benefit persons low to moderate income, elimination of blight, urgent need. The City of Lansing proposes to use federal funds to address housing rehabilitation, economic development, public services activities, etc.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
HOME	public - federal	Acquisition Homebuyer assistance Homeowner rehab Multifamily rental new construction Multifamily rental rehab New construction for ownership TBRA	751,990	\$50,000	\$124,000	\$925,990	0	HOME Investment Partnership Program provides funding for Homebuyer activities. The City of Lansing proposes to use federal funds to address such activities as: down payment assistance, new construction, etc.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
ESG	public - federal	Conversion and rehab for transitional housing Financial Assistance Overnight shelter Rapid re-housing (rental assistance) Rental Assistance Services Transitional housing	176,452	0	0	176,452	0	ESG (Emergency Solutions Grant) is used to assist homeless persons. There are six eligible components. The City of Lansing funds will be used for Emergency Shelter, Street outreach, Homelessness Prevention and HMIS (Homeless Management Information System).

Table 5 - Expected Resources – Priority Table

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

Federal funds will leverage investment by donations of land, contributions from faith-based organizations and other federal grants for lead hazard and flood hazard mitigation.

HOME MATCH – Lansing currently has a HOME match reduction of 100% due to distress. However, it is estimated that Lansing will provide at



least a 10% match for HOME funds in PY2020. The source of these funds will be non-federal and will come from investments from homebuyers and from developers.

ESG MATCH – The City of Lansing uses 100% of General Fund’s dollars for ESG Match

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

N/A

### **Discussion**

The Annual Action Plan federal funding allocation for FY 2020 (July 1, 2020 - June 30, 2021) is \$2,045,460 in **CDBG** funds; \$751,990 in **HOME** funds and \$176,452 in **ESG**. Also, there is CDBG Program Income of \$75,000 and previous annual funds of \$40,000 and HOME Program Income of \$50,000 and \$124,000 in previous annual funds the anticipated resources. The total annual funding allocation for the City of Lansing for 2020-2021, including program income and prior year resources is \$3,262,902.

## Annual Goals and Objectives

### AP-20 Annual Goals and Objectives

#### Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Owner Occupied Rehabilitation	2016	2020	Affordable Housing	SOUTHWEST LANSING BAKER DONORA COMSTOCK PARK URBANDALE OAK PARK PRUDDEN EAST VILLAGE	Suitable Living Environment	CDBG: \$1,293,549	Homeowner Housing Rehabilitated: 37 Household Housing Unit

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
2	Rental Rehabilitation/Weatherization	2016	2020	Affordable Housing	SOUTHWEST LANSING BAKER DONORA COMSTOCK PARK URBANDALE OAK PARK PRUDDEN EAST VILLAGE POTTER WALSH	Affordable Housing	CDBG:\$1,000	Rental units rehabilitated: 29 Household Housing Unit
3	Acquisition	2016	2020	Acquisition	SOUTHWEST LANSING BAKER DONORA COMSTOCK PARK URBANDALE OAK PARK PRUDDEN EAST VILLAGE POTTER WALSH	Affordable Housing	CDBG: \$100,000	Buildings Demolished: 5 Buildings

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
4	Public Services	2016	2020	Public Services	SOUTHWEST LANSING BAKER DONORA COMSTOCK PARK URBANDALE OAK PARK PRUDDEN EAST VILLAGE POTTER WALSH	Suitable Living Environment	CDBG: \$306,819	Public service activities other than Low/Moderate Income Housing Benefit: 64665 Persons Assisted Public service activities for Low/Moderate Income Housing Benefit: 15 Households Assisted
5	Economic Development	2016	2020	Economic Development	SOUTHWEST LANSING BAKER DONORA COMSTOCK PARK URBANDALE OAK PARK PRUDDEN EAST VILLAGE POTTER WALSH	Economic Development	CDBG: \$50,000	Other: 80 Other

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
6	Down Payment Assistance	2016	2020	Affordable Housing	SOUTHWEST LANSING BAKER DONORA COMSTOCK PARK URBANDALE OAK PARK PRUDDEN EAST VILLAGE POTTER WALSH	Affordable Housing	HOME: \$100,000	Direct Financial Assistance to Homebuyers: 7 Households Assisted
7	New Construction	2016	2020	Affordable Housing	SOUTHWEST LANSING BAKER DONORA COMSTOCK PARK URBANDALE OAK PARK PRUDDEN EAST VILLAGE POTTER WALSH	Affordable Housing	HOME: \$600,393	Homeowner Housing Added: 4 Household Housing Unit

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
8	Public Improvements	2016	2020	Public Improvements	SOUTHWEST LANSING BAKER DONORA COMSTOCK PARK URBANDALE OAK PARK PRUDDEN EAST VILLAGE POTTER WALSH	Public Improvements	CDBG: \$0	Other: 0 Other
9	Public Housing	2016	2020	Public Housing	SOUTHWEST LANSING BAKER DONORA COMSTOCK PARK URBANDALE OAK PARK PRUDDEN EAST VILLAGE POTTER WALSH	Public Housing	CDBG: \$0	Other: 0 Other

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
10	CDBG General Administration	2016	2020	Affordable Housing Non-Homeless Special Needs Non-Housing Community Development	SOUTHWEST LANSING BAKER DONORA COMSTOCK PARK URBANDALE OAK PARK PRUDDEN EAST VILLAGE POTTER WALSH	Suitable Living Environment	CDBG: \$	Other: 0 Other
11	CHDO Set-aside - 15% minimum required	2016	2020	Affordable Housing	SOUTHWEST LANSING BAKER DONORA COMSTOCK PARK URBANDALE OAK PARK PRUDDEN EAST VILLAGE POTTER WALSH	Affordable Housing	HOME: \$112,799	Homeowner Housing Added: 2 Household Housing Unit



Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
12	CHDO Operating - limited to 5%	2016	2020	Affordable Housing	SOUTHWEST LANSING BAKER DONORA COMSTOCK PARK URBANDALE OAK PARK PRUDDEN EAST VILLAGE POTTER WALSH	Affordable Housing	HOME: \$37,599	Other: 0 Other
13	HOME General Administration - limited to 10%	2016	2020	Affordable Housing	SOUTHWEST LANSING BAKER DONORA COMSTOCK PARK URBANDALE OAK PARK PRUDDEN EAST VILLAGE POTTER WALSH	Affordable Housing	HOME: \$75,199	Other: 0 Other

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
14	Homeless Svcs - Shelter Operation-Street Outreach	2016	2020	Homeless	SOUTHWEST LANSING BAKER DONORA COMSTOCK PARK URBANDALE OAK PARK PRUDDEN EAST VILLAGE POTTER WALSH	Assistance to homeless and special needs groups	ESG: \$176,452	Homeless Person Overnight Shelter: 835 households: 200 families with children, 600 adult only households, and 35 unaccompanied youth  Overnight/Emergency Shelter/Transitional Housing Beds added: 0 Beds  Homelessness Prevention: 120 households: 75 families with children and 45 adult only households  Outreach: 260 youth age 24 and younger contacted

Table 6 – Goals Summary

**Goal Descriptions**

<b>1</b>	<b>Goal Name</b>	Owner Occupied Rehabilitation
	<b>Goal Description</b>	Includes loans and grants for rehabilitation of owner-occupied housing units through city sponsored programs, and in conjunction with affordable housing efforts sponsored by nonprofit housing corporations and other state and federal agencies. Includes funds to meet lead hazard reduction regulations in rehabilitated structures, funds to assist in emergency housing rehabilitation, market analysis activities and technical assistance to nonprofit housing corporations, contractors, and low- and moderate-income households. Includes loans and grants for owner-occupied single-family units through city sponsored programs, loans to rehabilitate historic homes in conjunction with rehabilitation of the unit, and loans or grants for ramps, hazard remediation or weatherization. Includes staff, office space, technical assistance, training and other direct project costs associated with delivery of Community Development Block Grant, HOME, Emergency Solutions Grant and other State and Federal Programs. General street, sidewalk, water/sewer improvements, including assistance to income eligible owner-occupants or those in CDBG-eligible areas for special assessments related to new improvements. Includes improvements to neighborhood parks, recreational facilities; public neighborhood, medical and community facilities in CDBG priority areas.
<b>2</b>	<b>Goal Name</b>	Rental Rehabilitation/Weatherization
	<b>Goal Description</b>	Includes loans and grants for rehabilitation of rental housing units through city sponsored programs. Includes funds to meet healthy housing standards and/or lead hazard reduction regulations in rehabilitated structures. 29 rental household housing units anticipated.

<b>3</b>	<b>Goal Name</b>	Acquisition
	<b>Goal Description</b>	Includes acquisition, maintenance and security of properties acquired through programs, and activities related to acquisition, disposition, including demolition, relocation and clearance of dilapidated and blighted structures. Funds may also be used to acquire and clear properties in the flood plain. Includes staff time associated with this activity.
<b>4</b>	<b>Goal Name</b>	Public Services
	<b>Goal Description</b>	Includes services for low- and moderate-income individuals such as: financial counseling, education, handicap ramp building and a mobile tool library, youth and senior programs, neighborhood clean-ups, community gardens, home repair classes. Services are for low- and moderate-income individuals and/or those in CDBG-eligible areas located within the Lansing city limits.
<b>5</b>	<b>Goal Name</b>	Economic Development
	<b>Goal Description</b>	Technical assistance to individuals and microenterprises. Technical assistance to individuals and for-profit businesses including workshops, education, training, summits and pitch events.

6	<b>Goal Name</b>	Down Payment Assistance
	<b>Goal Description</b>	Funds provided to homebuyers for down payment and closing costs for purchase of a single-family home located within the Lansing city limits. Up to \$40,000 will be available as a 0% interest second mortgage for homebuyers with income at or below 80% of median income. Assistance not limited to first-time homebuyers. May include staff time and/or homeownership counseling fees associated with this activity.
7	<b>Goal Name</b>	New Construction
	<b>Goal Description</b>	Includes funds for loans and grants for housing construction and rehabilitation with non-profit and for-profit developers, including CHDOs. HOME funds allocated for housing developed in partnership with the city, including Supportive Housing Program (SHP) and Acquisition, Development and Resale (ADR) activities. Projects may include new construction and rehabilitation activities with non-profit and for-profit developers, including CHDOs. Funds may be used for program delivery associated with these activities.
8	<b>Goal Name</b>	Public Improvements
	<b>Goal Description</b>	Improve the city's transportation, public facilities and infrastructure system in CDBG eligible areas. Provide assistance to low to moderate income persons to assist with public improvement. Protect and improve the city's physical environment, including preventing or eliminating blight, removing lead or other safety hazards, preserving historic resources, mitigating flood hazards, promoting healthy housing and improving energy fitness in housing occupied by low and moderated income households.
9	<b>Goal Name</b>	Public Housing
	<b>Goal Description</b>	Maintain at current levels the number of low and moderate income households and promote deconcentration of poverty

10	<b>Goal Name</b>	CDBG General Administration
	<b>Goal Description</b>	Includes staff and other costs associated with preparation of required Consolidated Planning documents, environmental clearances, fair housing activities and citizen participation activities associated with the delivery of CDBG, HOME and other state and federal programs. Includes planning and general administration costs associated with delivery of CDBG and other state and federal programs. Includes indirect administrative costs and building rent paid to the city.
11	<b>Goal Name</b>	CHDO Set-aside - 15% minimum required
	<b>Goal Description</b>	Reserved for housing developed, sponsored or owned by CHDOs in partnership with the City. HOME Program set-aside reserved for housing developed, sponsored or owned by CHDOs in partnership with the City. 2 units estimated.
12	<b>Goal Name</b>	CHDO Operating - limited to 5%
	<b>Goal Description</b>	Community Housing Development Organization (CHDO) Operating - limited to 5%.
13	<b>Goal Name</b>	HOME General Administration - limited to 10%
	<b>Goal Description</b>	Includes staff and general administration costs to deliver the HOME program.

14	<b>Goal Name</b>	Homeless Svcs - Shelter Operation-Street Outreach
	<b>Goal Description</b>	<p>The 2020 Federal Fiscal Year allocation of ESG Emergency Solutions Grant for the City of Lansing will be provided for homeless prevention activities, street outreach activities, emergency shelter, HMIS and administration - funds will be used to cover the cost of maintenance, operations, insurance, utilities and furnishings in shelter facilities, data collection through HMIS and administration costs. \$91,755 or 52% of the total ESG funding allocations will be used to fund emergency shelter. Street Outreach activities will account for 3% or \$5,294 of the ESG funding. The amount of ESG funds budgeted for street outreach and emergency shelter activities does not exceed 60%. 35% or \$61,758 will be used for Homelessness Prevention. Another 3% or 5,294 will be used for HMIS and 7% (\$12,351) of the 7.5% allowable administrative costs will cover those administrative related items.</p>

## Projects

### AP-35 Projects – 91.220(d)

#### Introduction

The proposed use of funds is based on goals and objectives established for each of the three programs, Community Development Block Grant (CDBG), HOME and ESG (Emergency Solutions Grant) and reflects needs identified and commitments made relative to housing rehabilitation, public services, homeless prevention, street outreach, emergency shelter, economic development, new construction, home buyer assistance, foreclosure assistance and neighborhood redevelopment activities.

#### Projects

#	Project Name
1	Single Family Owner Occupied Rehab Program Public Improvements
2	CDBG Rental Rehab Program/Weatherization
3	Acquisition
4	Public Services
5	Economic Development
6	CDBG General Administration
7	Down Payment Assistance
8	New Construction
9	HOME General Administration - limited to 10%
10	CHDO Set-aside - 15% minimum required
11	Community Housing Development Organization (CHDO) Operating - limited to 5%
12	HOMELESS SVS - EMERGENCY SHELTER-STREET OUTREACH-HOMELESS PREVENTION- HMIS-ADMIN

**Table 7 - Project Information**

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



**AP-38 Project Summary**  
**Project Summary Information**

<b>1</b>	<b>Project Name</b>	Single Family Owner Occupied Rehab Program Public Improvements
	<b>Target Area</b>	SOUTHWEST LANSING BAKER DONORA COMSTOCK PARK URBANDALE OAK PARK PRUDDEN EAST VILLAGE POTTER WALSH
	<b>Goals Supported</b>	Owner Occupied Rehabilitation
	<b>Needs Addressed</b>	Suitable Living Environment
	<b>Funding</b>	CDBG: \$1,293,549
	<b>Description</b>	Includes loans and grants for rehabilitation of owner-occupied housing units through city sponsored programs, and in conjunction with affordable housing efforts sponsored by nonprofit housing corporations and other state and federal agencies. Includes funds to meet lead hazard reduction regulations in rehabilitated structures, funds to assist in emergency housing rehabilitation, market analysis activities and technical assistance to nonprofit housing corporations, contractors, and low- and moderate-income households. Includes loans and grants for owner-occupied single-family units through city sponsored programs, loans to rehabilitate historic homes in conjunction with rehabilitation of the unit, and loans or grants for ramps, hazard remediation or weatherization. Includes staff, office space, technical assistance, training and other direct project costs associated with delivery of Community Development Block Grant, HOME, Emergency Solutions Grant and other State and Federal Programs. General street, sidewalk, water/sewer improvements, including assistance to income eligible owner-occupants or those in CDBG-eligible areas for special assessments related to new improvements. Includes improvements to neighborhood parks, recreational facilities; public neighborhood, medical and community facilities in CDBG priority areas.
	<b>Target Date</b>	6/30/2021
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	

<p><b>Location Description</b></p>	<p>Includes loans and grants for rehabilitation of owner-occupied housing units through city sponsored programs, and in conjunction with affordable housing efforts sponsored by nonprofit housing corporations and other state and federal agencies. Includes funds to meet lead hazard reduction regulations in rehabilitated structures, funds to assist in emergency housing rehabilitation, market analysis activities and technical assistance to nonprofit housing corporations, contractors, and low- and moderate-income households. Includes loans and grants for owner-occupied single-family units through city sponsored programs, loans to rehabilitate historic homes in conjunction with rehabilitation of the unit, and loans or grants for ramps, hazard remediation or weatherization. Includes staff, office space, technical assistance, training and other direct project costs associated with delivery of Community Development Block Grant, HOME, Emergency Solutions Grant and other State and Federal Programs. General street, sidewalk, water/sewer improvements, including assistance to income eligible owner-occupants or those in CDBG-eligible areas for special assessments related to new improvements. Includes improvements to neighborhood parks, recreational facilities; public neighborhood, medical and community facilities in CDBG priority areas.</p>
<p><b>Planned Activities</b></p>	<p>Includes loans and grants for rehabilitation of owner-occupied housing units through city sponsored programs, and in conjunction with affordable housing efforts sponsored by nonprofit housing corporations and other state and federal agencies. Includes funds to meet lead hazard reduction regulations in rehabilitated structures, funds to assist in emergency housing rehabilitation, market analysis activities and technical assistance to nonprofit housing corporations, contractors, and low- and moderate-income households. Includes loans and grants for owner-occupied single-family units through city sponsored programs, loans to rehabilitate historic homes in conjunction with rehabilitation of the unit, and loans or grants for ramps, hazard remediation or weatherization. Includes staff, office space, technical assistance, training and other direct project costs associated with delivery of Community Development Block Grant, HOME, Emergency Solutions Grant and other State and Federal Programs. General street, sidewalk, water/sewer improvements, including assistance to income eligible owner-occupants or those in CDBG-eligible areas for special assessments related to new improvements. Includes improvements to neighborhood parks, recreational facilities; public neighborhood, medical and community facilities in CDBG priority areas.</p>

<b>2</b>	<b>Project Name</b>	CDBG Rental Rehab Program/Weatherization
	<b>Target Area</b>	SOUTHWEST LANSING BAKER DONORA COMSTOCK PARK URBANDALE OAK PARK PRUDDEN EAST VILLAGE POTTER WALSH
	<b>Goals Supported</b>	Rental Rehabilitation/Weatherization
	<b>Needs Addressed</b>	Suitable Living Environment
	<b>Funding</b>	CDBG: \$1,000
	<b>Description</b>	Includes loans and grants for rehabilitation of rental housing units through city sponsored programs. Includes funds to meet healthy housing standards and/or lead hazard reduction regulations in rehabilitated structures. 29 rental household housing units anticipated.
	<b>Target Date</b>	6/30/2021
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	
	<b>Location Description</b>	Includes loans and grants for rehabilitation of rental housing units through city sponsored programs. Includes funds to meet healthy housing standards and/or lead hazard reduction regulations in rehabilitated structures. 29 rental household housing units anticipated.
<b>Planned Activities</b>	Includes loans and grants for rehabilitation of rental housing units through city sponsored programs. Includes funds to meet healthy housing standards and/or lead hazard reduction regulations in rehabilitated structures. 29 rental household housing units anticipated.	
<b>Project Name</b>	Acquisition	

<b>3</b>	<b>Target Area</b>	SOUTHWEST LANSING BAKER DONORA COMSTOCK PARK URBANDALE OAK PARK PRUDDEN EAST VILLAGE POTTER WALSH
	<b>Goals Supported</b>	Acquisition
	<b>Needs Addressed</b>	Suitable Living Environment
	<b>Funding</b>	CDBG: \$100,000
	<b>Description</b>	Includes acquisition, maintenance and security of properties acquired through programs, and activities related to acquisition, disposition, including demolition, relocation and clearance of dilapidated and blighted structures. Funds may also be used to acquire and clear properties in the flood plain. Includes staff time associated with this activity.
	<b>Target Date</b>	6/30/2021
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	
	<b>Location Description</b>	Includes acquisition, maintenance and security of properties acquired through programs, and activities related to acquisition, disposition, including demolition, relocation and clearance of dilapidated and blighted structures. Funds may also be used to acquire and clear properties in the flood plain. Includes staff time associated with this activity.
<b>Planned Activities</b>		
<b>4</b>	<b>Project Name</b>	Public Services
	<b>Target Area</b>	SOUTHWEST LANSING BAKER DONORA COMSTOCK PARK URBANDALE OAK PARK PRUDDEN EAST VILLAGE POTTER WALSH

	<b>Goals Supported</b>	Public Services
	<b>Needs Addressed</b>	Suitable Living Environment
	<b>Funding</b>	CDBG: \$306,819
	<b>Description</b>	Includes services for low- and moderate-income individuals such as: financial counseling, education, handicap ramp building and a mobile tool library, youth and senior programs, neighborhood clean-ups, community gardens, home repair classes. Services are for low- and moderate-income individuals and/or those in CDBG-eligible areas located within the Lansing city limits.
	<b>Target Date</b>	6/30/2021
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	
	<b>Location Description</b>	Includes services for low- and moderate-income individuals such as: financial counseling, education, handicap ramp building and a mobile tool library, youth and senior programs, neighborhood clean-ups, community gardens, home repair classes. Services are for low- and moderate-income individuals and/or those in CDBG-eligible areas located within the Lansing city limits.
	<b>Planned Activities</b>	
<b>5</b>	<b>Project Name</b>	Economic Development
	<b>Target Area</b>	SOUTHWEST LANSING BAKER DONORA COMSTOCK PARK URBANDALE OAK PARK PRUDDEN EAST VILLAGE POTTER WALSH
	<b>Goals Supported</b>	Economic Development
	<b>Needs Addressed</b>	Economic Development
	<b>Funding</b>	CDBG: \$50,000

	<b>Description</b>	Technical assistance to individuals and microenterprises. Technical assistance to individuals and for-profit businesses including workshops, education, training, summits and pitch events.
	<b>Target Date</b>	6/30/2021
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	
	<b>Location Description</b>	Technical assistance to individuals and microenterprises. Technical assistance to individuals and for-profit businesses including workshops, education, training, summits and pitch events.
	<b>Planned Activities</b>	
<b>6</b>	<b>Project Name</b>	CDBG General Administration
	<b>Target Area</b>	SOUTHWEST LANSING BAKER DONORA COMSTOCK PARK URBAN DALE OAK PARK PRUDDEN EAST VILLAGE POTTER WALSH
	<b>Goals Supported</b>	CDBG General Administration
	<b>Needs Addressed</b>	Suitable Living Environment
	<b>Funding</b>	CDBG: \$409,092
	<b>Description</b>	Includes staff and other costs associated with preparation of required Consolidated Planning documents, environmental clearances, fair housing activities and citizen participation activities associated with the delivery of CDBG, HOME and other state and federal programs. Includes planning and general administration costs associated with delivery of CDBG and other state and federal programs. Includes indirect administrative costs and building rent paid to the city.
	<b>Target Date</b>	6/30/2021

	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	
	<b>Location Description</b>	Includes staff and other costs associated with preparation of required Consolidated Planning documents, environmental clearances, fair housing activities and citizen participation activities associated with the delivery of CDBG, HOME and other state and federal programs. Includes planning and general administration costs associated with delivery of CDBG and other state and federal programs. Includes indirect administrative costs and building rent paid to the city.
	<b>Planned Activities</b>	Includes staff and other costs associated with preparation of required Consolidated Planning documents, environmental clearances, fair housing activities and citizen participation activities associated with the delivery of CDBG, HOME and other state and federal programs. Includes planning and general administration costs associated with delivery of CDBG and other state and federal programs. Includes indirect administrative costs and building rent paid to the city.
<b>7</b>	<b>Project Name</b>	Down Payment Assistance
	<b>Target Area</b>	SOUTHWEST LANSING BAKER DONORA COMSTOCK PARK URBANDALE OAK PARK PRUDDEN EAST VILLAGE POTTER WALSH
	<b>Goals Supported</b>	Down Payment Assistance
	<b>Needs Addressed</b>	Affordable Housing
	<b>Funding</b>	HOME: \$100,000
	<b>Description</b>	Funds provided to homebuyers for down payment and closing costs for purchase of a single-family home located within the Lansing city limits. Up to \$40,000 will be available as a 0% interest second mortgage for homebuyers with income at or below 80% of median income. Assistance not limited to first-time homebuyers. May include staff time and/or homeownership counseling fees associated with this activity.
	<b>Target Date</b>	6/30/2021



	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	
	<b>Location Description</b>	Funds provided to homebuyers for down payment and closing costs for purchase of a single-family home located within the Lansing city limits. Up to \$40,000 will be available as a 0% interest second mortgage for homebuyers with income at or below 80% of median income. Assistance not limited to first-time homebuyers. May include staff time and/or homeownership counseling fees associated with this activity.
	<b>Planned Activities</b>	Funds provided to homebuyers for down payment and closing costs for purchase of a single-family home located within the Lansing city limits. Up to \$40,000 will be available as a 0% interest second mortgage for homebuyers with income at or below 80% of median income. Assistance not limited to first-time homebuyers. May include staff time and/or homeownership counseling fees associated with this activity.
<b>8</b>	<b>Project Name</b>	New Construction
	<b>Target Area</b>	SOUTHWEST LANSING BAKER DONORA COMSTOCK PARK URBANDALE OAK PARK PRUDDEN EAST VILLAGE POTTER WALSH
	<b>Goals Supported</b>	New Construction
	<b>Needs Addressed</b>	Suitable Living Environment Affordable Housing Public Improvements Economic Development Public Housing Assistance to homeless and special needs groups
	<b>Funding</b>	HOME: \$600,393

<b>Description</b>	Includes funds for loans and grants for housing construction and rehabilitation with non-profit and for-profit developers, including CHDOs. HOME funds allocated for housing developed in partnership with the city, including Supportive Housing Program (SHP) and Acquisition, Development and Resale (ADR) activities. Projects may include new construction and rehabilitation activities with non-profit and for-profit developers, including CHDOs. Funds may be used for program delivery associated with these activities.
<b>Target Date</b>	6/30/2021
<b>Estimate the number and type of families that will benefit from the proposed activities</b>	
<b>Location Description</b>	Includes funds for loans and grants for housing construction and rehabilitation with non-profit and for-profit developers, including CHDOs. HOME funds allocated for housing developed in partnership with the city, including Supportive Housing Program (SHP) and Acquisition, Development and Resale (ADR) activities. Projects may include new construction and rehabilitation activities with non-profit and for-profit developers, including CHDOs. Funds may be used for program delivery associated with these activities.
<b>Planned Activities</b>	Includes funds for loans and grants for housing construction and rehabilitation with non-profit and for-profit developers, including CHDOs. HOME funds allocated for housing developed in partnership with the city, including Supportive Housing Program (SHP) and Acquisition, Development and Resale (ADR) activities. Projects may include new construction and rehabilitation activities with non-profit and for-profit developers, including CHDOs. Funds may be used for program delivery associated with these activities.
<b>Project Name</b>	HOME General Administration - limited to 10%

9	<b>Target Area</b>	SOUTHWEST LANSING BAKER DONORA COMSTOCK PARK URBANDALE OAK PARK PRUDDEN EAST VILLAGE POTTER WALSH
	<b>Goals Supported</b>	HOME General Administration - limited to 10%
	<b>Needs Addressed</b>	Affordable Housing
	<b>Funding</b>	HOME: \$75,199
	<b>Description</b>	Includes staff and general administration costs to deliver the HOME program.
	<b>Target Date</b>	6/30/2021
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	
	<b>Location Description</b>	Includes staff and general administration costs to deliver the HOME program.
	<b>Planned Activities</b>	Includes staff and general administration costs to deliver the HOME program.
10	<b>Project Name</b>	CHDO Set-aside - 15% minimum required
	<b>Target Area</b>	SOUTHWEST LANSING BAKER DONORA COMSTOCK PARK URBANDALE OAK PARK PRUDDEN EAST VILLAGE POTTER WALSH
	<b>Goals Supported</b>	CHDO Set-aside - 15% minimum required
	<b>Needs Addressed</b>	Affordable Housing
	<b>Funding</b>	HOME: \$112,799

	<b>Description</b>	Reserved for housing developed, sponsored or owned by CHDOs in partnership with the City. HOME Program set-aside reserved for housing developed, sponsored or owned by CHDOs in partnership with the City. 2 units estimated.
	<b>Target Date</b>	6/30/2021
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	
	<b>Location Description</b>	
	<b>Planned Activities</b>	Reserved for housing developed, sponsored or owned by CHDOs in partnership with the City. HOME Program set-aside reserved for housing developed, sponsored or owned by CHDOs in partnership with the City. 2 units estimated.
<b>11</b>	<b>Project Name</b>	Community Housing Development Organization (CHDO) Operating - limited to 5%
	<b>Target Area</b>	SOUTHWEST LANSING BAKER DONORA COMSTOCK PARK URBAN DALE OAK PARK PRUDDEN EAST VILLAGE POTTER WALSH
	<b>Goals Supported</b>	CHDO Operating - limited to 5%
	<b>Needs Addressed</b>	Affordable Housing
	<b>Funding</b>	HOME: \$35,358
	<b>Description</b>	Community Housing Development Organization (CHDO) Operating - limited to 5%.
	<b>Target Date</b>	6/30/2021
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	

	<b>Location Description</b>	Community Housing Development Organization (CHDO) Operating - limited to 5%.
	<b>Planned Activities</b>	Community Housing Development Organization (CHDO) Operating - limited to 5%.
<b>12</b>	<b>Project Name</b>	HOMELESS SVS - EMERGENCY SHELTER-STREET OUTREACH-HOMELESS PREVENTION- HMIS-ADMIN
	<b>Target Area</b>	SOUTHWEST LANSING BAKER DONORA COMSTOCK PARK URBANDALE OAK PARK PRUDDEN EAST VILLAGE POTTER WALSH
	<b>Goals Supported</b>	Homeless Svcs - Shelter Operation-Street Outreach
	<b>Needs Addressed</b>	Assistance to homeless and special needs groups
	<b>Funding</b>	ESG: \$176,452
	<b>Description</b>	The 2020 Federal Fiscal Year allocation of ESG Emergency Solutions Grant for the City of Lansing will be provided for homeless prevention activities, street outreach activities, emergency shelter and HMIS - funds will be used to cover the cost of maintenance, operations, insurance, utilities and furnishings in shelter facilities, data collection through HMIS and administration costs. \$88,285 or 55% of the total ESG funding allocations will be used to fund emergency shelter. Street Outreach activities will account for 3% or \$5,028 of the ESG funding. The amount of ESG funds budgeted for street outreach and emergency shelter activities does not exceed 60%. 35% or \$60,000 will be used for Homelessness Prevention. Another 3% or 5,028 will be used for HMIS and 7% (\$11,918) of the 7.5% allowable administrative costs will cover those administrative related item.
	<b>Target Date</b>	6/30/2021

<p><b>Estimate the number and type of families that will benefit from the proposed activities</b></p>	<p>Homeless Person Overnight Shelter: 835 households: 200 families with children, 600 adult only households, and 35 unaccompanied youth</p> <p>Overnight/Emergency Shelter/Transitional Housing Beds added: 0 Beds</p> <p>Homelessness Prevention: 120 households: 75 families with children and 45 adult only households</p> <p>Outreach: 260 youth age 24 and younger contacted</p>
<p><b>Location Description</b></p>	<p>The 2020 Federal Fiscal Year allocation of ESG Emergency Solutions Grant for the City of Lansing will be provided for homeless prevention activities, street outreach activities, emergency shelter, HMIS and administration - funds will be used to cover the cost of maintenance, operations, insurance, utilities and furnishings in shelter facilities, data collection through HMIS and administration costs. \$91,755 or 52% of the total ESG funding allocations will be used to fund emergency shelter. Street Outreach activities will account for 3% or \$5,294 of the ESG funding. The amount of ESG funds budgeted for street outreach and emergency shelter activities does not exceed 60%. 35% or \$61,758 will be used for Homelessness Prevention. Another 3% or 5,294 will be used for HMIS and 7% (\$12,351) of the 7.5% allowable administrative costs will cover those administrative related items.</p>

	<p><b>Planned Activities</b></p>	<p>The 2020 Federal Fiscal Year allocation of ESG Emergency Solutions Grant for the City of Lansing will be provided for homeless prevention activities, street outreach activities, emergency shelter, HMIS and administration - funds will be used to cover the cost of maintenance, operations, insurance, utilities and furnishings in shelter facilities, data collection through HMIS and administration costs. \$91,755 or 52% of the total ESG funding allocations will be used to fund emergency shelter. Street Outreach activities will account for 3% or \$5,294 of the ESG funding. The amount of ESG funds budgeted for street outreach and emergency shelter activities does not exceed 60%. 35% or \$61,758 will be used for Homelessness Prevention. Another 3% or 5,294 will be used for HMIS and 7% (\$12,351) of the 7.5% allowable administrative costs will cover those administrative related items.</p>
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## 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 Lansing is the capital of Michigan, with a population of 114,297. The Five-Year Consolidated Plan shows the maps of areas of low income and minority concentration. Federal funds are not exclusively allocated to specific geographic areas. Certain programs are concentrated in targeted areas with no specified percentages.

### Geographic Distribution

Target Area	Percentage of Funds
SOUTHWEST LANSING	
BAKER DONORA	
COMSTOCK PARK	
URBANDALE	
OAK PARK	
PRUDDEN EAST VILLAGE	
POTTER WALSH	

Table 8 - Geographic Distribution

### Rationale for the priorities for allocating investments geographically

The City of Lansing will again focus on opportunities that will maximize leverage of funds for community development activities and address priority needs.

The City of Lansing has identified 7 target area (Southwest Lansing, Baker Donora, Comstock Park, Urandale, Oak Park, Prudden East Village, Potter Walsh) that programs and services will be offered. However, the entire city is looked at and, regardless of their geographic location, the most vulnerable population is addressed. The City of Lansing's federal funds are not exclusively allocated to specific geographic areas. Therefore, there is no specific geographic distribution or percentage of funds.

### Discussion



## Affordable Housing

### AP-55 Affordable Housing – 91.220(g)

#### Introduction

The City of Lansing will provide for the rehabilitation of 25 owner occupied homes and 29 additional for rental rehabilitation activities and 5 units for acquisition, including demolition with CDBG funds. Also, down payment assistance will be provided to 7 housing units and 4 proposed new construction with HOME funding. Details of the proposed funding and units provided are included in the City of Lansing's proposed funding allocation documentation and part of the Consolidated Plan submission.

One Year Goals for the Number of Households to be Supported	
Homeless	0
Non-Homeless	75
Special-Needs	0
Total	75

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

One Year Goals for the Number of Households Supported Through	
Rental Assistance	29
The Production of New Units	4
Rehab of Existing Units	37
Acquisition of Existing Units	5
Total	75

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

#### Discussion

The City of Lansing will project to accomplish the numbers identified in the goals and objectives of the Annual Action Plan for 2020. More specifically, for Affordable Housing, the one year goals for number of households supported through rental assistance is zero (29); production of new units is seven (4); rehabilitation of existing units is thirty-seven (37), acquisition is one (5), totaling seventy-five.

## **AP-60 Public Housing – 91.220(h)**

### **Introduction**

The Lansing Housing Commission (LHC) owns 833 units of public housing located in the City of Lansing. It receives operating funds and capital funds from the U.S. Department of Housing and Urban Development. Over the past year, occupancy was at approximately 96%.

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

The Lansing Housing Commission (LHC) makes a concerted effort to address the needs of the residents in the public housing units. The City of Lansing's Code Compliance Office completed inspection of all the housing units (more than 800) at all its facilities this year. LHC has made the necessary improvements as outlined by these inspections at all properties. LHC has approved endeavors to make capital investments through the US Department of Housing and Urban Development's Rental Assistance Demonstration for which collaboration with the City of Lansing will be necessary and beneficial.

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

Property managers will encourage residents to become more involved in management in various ways including but not limited to:

- Participation on the resident council
- Participation in various public commenting period and subsequent public hearings to discuss changes to annual plans and administrative policies
- Solicit input in LHC's annual planning processes through public comments and public hearings

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

LHC's predominant metrics for management and operations measurements are the Section Eight Management Assessment Program and the Public Housing Assessment System. LHC has scored a standard performer under each performance evaluation measures respectively. LHC has completed a HUD Recovery Plan and subsequent Sustainability Agreement with performance benchmarks as a result of prior years' audits. LHC is a standard performer with HUD.

### **Discussion**

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

### **Introduction**

The City of Lansing Economic Department and Planning (EDP) and Human Relations and Community Services (HRCS) Departments work closely together in addressing the needs of the homeless population in this community. EDP and HRCS works with the CoC, Capital Region Housing Collaborative (CRHC) to administer the ESG dollars in the community.

### **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**

Street outreach targets people staying in encampments and other unsheltered situations with the objectives of engaging people, assessing and addressing immediate needs, and referring people to the CoC's coordinated entry agency (CEA). The CoC funds outreach projects for both adults and youth. PATH funding has been awarded to the CoC, which is a significant increase in resources for outreach activities. Outreach and needs assessment are necessary for our CoC to ensure people who are not engaged in our shelter and services systems receive consideration, and if applicable, prioritization for intensive housing resources such as PSH. The CoC also works closely with VA outreach programs to identify and engage veterans in unsheltered settings. Once engaged, individual needs assessments are provided through the CoC's Coordinated Entry Agency or by outreach workers trained in using the VI-SPDAT assessment tools.

Day shelters in the community provide opportunities for people experiencing homelessness to access resources to meet their immediate basic needs and to meet with coordinated assessment staff without having to stay in a shelter. In January 2019, a new "Outreach Center" opened targeting people who are unsheltered homeless and do not typically utilize the traditional shelter system. The facility offers a safe, secure place for people to stay as well as facilities for showering and washing clothes. This has created another avenue for people who are homeless but do not choose to stay in shelters, to engage with housing services and access the coordinated entry system.

The CoC conducts an unsheltered Point in Time (PIT) Count annually. Each year the number of locations visited has increased and the outreach efforts further the effectiveness of the PIT by building a greater awareness of locations where people stay and a better understanding of why some are not engaged in the shelter system. Since many outreach staff are involved in the PIT, there are opportunities to refine

their efforts. In 2020, increased efforts were made to reach out to targeted out-county areas.

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

The community has about 430 emergency shelter beds and overflow capacity for families through hotel vouchers that ensure households with children are sheltered. In addition to shelters for individual men and women there are shelters dedicated to serving families, youth, and DV victims/survivors. These shelters continue to address the immediate shelter needs of people experiencing homelessness in the community. Coordinated assessment staff meet with people in shelters to develop housing plans and provide referrals to appropriate resources. To better accommodate everyone seeking shelter, shelters have made efforts to reduce barriers by becoming less strict with minor rules violations and worked to extend stays for people, particularly those who are chronically homeless who will be imminently housed. This has helped with locating people when housing opportunities arise, however it does increase the number of days in shelter. Local shelters participated in a NAEH Learning community this past year to re-examine and improve shelter services, with a goal to house 265 households in 100 days. This goal was met and exceeded. The accomplishments will be announced later this month.

Transitional housing has been scaled down over the years and is almost exclusively targeted to specific sub-populations including veterans, youth, and people in recovery from substance use disorders. For the general population, there are three TH units for single men and three TH units for single mothers with children. The goal of all TH programs is to provide a stable housing situation for people needing longer term support to achieve independent permanent housing.

Shelter space for two parent families and families with teenagers continues to be limited in the community. There are eight shelter units and the option for hotel vouchers, but this is not always adequate to meet the demand of families who need shelter. A new program – Joint TH-RRH for youth opened in the Fall of 2018. Another gap in the community is “bridge” housing. As referenced above, stay limits at shelters can be a barrier. A shelter Alternative to provide people with a more stable environment while they wait for imminent permanent housing would help keeping them engaged with housing specialists and would reduce time spent attempting to locate people when housing is ready.

### **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**

Homeless households usually enter the system through 211, the Coordinated Entry Agency (CEA) or a shelter and undergo a shelter diversion screening. If shelter is necessary, a VI-SPDAT assessment I determines the level of need to prioritize people for housing resources, and referrals are made, if

necessary, to other community supports and mainstream resources. This may include: Referral to DHHS State Emergency Relief or Emergency Services, Rapid Re-Housing projects to provide short or medium term rental assistance, PSH for eligible households, placement on the homeless preference Housing Choice Voucher waiting lists or addition to the Behavioral Health Coordination Interdisciplinary Team (IDT) list for high-needs individuals for wrap-around case coordination. This past year, the local CMH established a Mobile Crisis Unit that can provide mental health outreach services wherever clients may be, sheltered or unsheltered. This has enhanced homeless provider engagement efforts.

Coordinated Entry staff participates with shelters, housing, and health/mental health providers in a weekly IDT meeting where high VI-SPDAT families and individuals (those with the longest history of homelessness, chronic homelessness, and greatest needs) are identified and prioritized for PSH and the most intensive resources and services provided based on their individual needs. This collaboration allows case managers to work in a more coordinated way on specific cases.

The CoC has adopted Housing First policies for PSH and RRH projects, where appropriate. Efforts to shorten the length of time that people experience homelessness include a shelter diversion strategy to help people calling and presenting at shelters to identify alternative arrangements before they enter a shelter. For people in shelters, the Coordinated Entry staff are available on-site to meet with clients to develop housing plans, provide resources on affordable housing and housing leads and inform people of available mainstream benefits or housing assistance. Additional RRH resources coming into the community from HUD CoC DV Bonus funding will help with housing people fleeing DV situations. This has been an underserved group and the project is slated to start in the fall of 2020 to specifically address this population. Length of time in shelter is increasing locally, which is by design. Extending stays for people with severe barriers to housing has proven more effective than requiring them to shuffle through different shelters or unsheltered situations. Keeping people connected to case managers and housing specialists in the shelter system has led to more successful housing outcomes especially for high-needs clients, compared to having arbitrary stay limits at shelters.

Housing for homeless veterans is being addressed by the CoC Veterans Services Coordination Workgroup. The group has a By Name List (BNL) of homeless veterans and service providers who are collaborating and connecting veterans to available resources to end their homelessness. The entire response system is continuously reviewed to ensure veterans who become homeless are served and rehoused quickly. USICH recognized our CoC in May 2019 as having met all the criteria and benchmarks of “effectively ending” veteran homelessness through the coordinated efforts.

To address recidivism, Rapid re-housing providers work with their clients throughout the term of their program enrollment on budgeting, increasing income, establishing savings accounts, and accessing and utilizing mainstream resources and other support networks to ensure that housing can be maintained after the financial assistance has ended. **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.**

Prevention is a priority in the jurisdictions Consolidated Plan, the CoC strategic plan, and the 10 year plan. Current measures include the Eviction Diversion program, held at the 55th District Court, which has ESG and City funding to provide direct assistance, mediation and referrals to prevent homelessness. ESG Prevention funds will continue to be used for legal assistance and financial assistance to prevent about 100 households from eviction. In 2020, this program is being expanded to the City of Lansing 54-A District Court that sees a much higher number of people facing eviction. All judges are on-board, we are just looking for additional funding. The Pre-Eviction Prevention Program - a Lansing Housing Commission-City of Lansing collaboration has been resurrected to assist households in public housing with histories of non-payment to maintain their housing by intervening prior to the start of the eviction process. The program includes households with Lansing Housing Commission HCV's for scattered-site units. State DHHS-CoC collaborations access State Emergency Relief funds to help prevent evictions of low-income households caused by unexpected emergency situations. The City of Lansing HRCS Department food programs assist low-income households, allowing them to spend their limited funds on housing and other necessities. New affordable housing developments continue to be pursued and a local non-profit developer has joined the CoC Board. CoC agencies routinely refer people to the Financial Empowerment Center for free assistance with budgeting, money management, and methods of improving their credit scores among other services.

A Housing Ombudsman is employed by the City of Lansing HRCS Department to work with landlords, provide *Rent Smart*, a course for tenants with poor rental histories to improve their chances of obtaining leases, and to review Fair Housing practices and a systematic affordable housing strategies.

The ESG program's prevention funds designate a specific amount for utilities to cover the gap in time when state funds are not available. A fund from the local utility, the Lansing Board of Water and Light, also helps to bridge the gaps in state utility assistance and is administered by CoC members and the City of Lansing HRCS department. ESG funding for legal services prevents evictions and assists with landlord mediation for "at risk" households. CoC funding will continue to provide the range of services for literally homeless individuals including linkages to Permanent Housing. The CoC's Network and Strategic Planning Committees are addressing each of the populations at risk of homelessness, especially those who are exiting public institutions (hospitals, psychiatric facilities), corrections and foster care youth. The Michigan Department of Community Health funds the *Youth in Transition* program to address the needs of foster care youth. The Birch Health Center is one of several Ingham County Health Centers that provides health care to low-income area residents including homeless. City of Lansing general funds help support community-based programs that provide basic needs services to help prevent homelessness for low income, at-risk residents. Dental and medical care is available through Holy Cross Services in Lansing as well as the Ability Law Center to assist with SSI and SSDI applications. Holy Cross, in partnership with the local Health Department is expanding services to a Medically Assisted Treatment FQHC clinic for

people with co-occurring disorders, prioritizing homeless.

## **Discussion**

There is a broad array of resources available in the community to assist people experiencing homelessness. Programs that address housing and supportive housing needs include the following: Walnut Street Apts, serving nine clients with a history of mental illness and homelessness, who are referred through Community Mental Health (CMH) and provided housing at a reduced rate with case management; Ballentine Apartments (previously Transitional Housing Program), subsidized by MSHDA, project based voucher project with supportive services, an 18 unit (16-1bd, 2 2bd) family serving single adults and small families; Gateway Child and Family Charities has a Permanent Services Housing (PSH) program for young adults with children, a 10-12 unit facility providing housing and supportive services; Mid -Michigan Recovery System (MMRS), provides housing and supportive services assistance to clients recovering from substance abuse, in a bridge housing program; Lansing Housing Commission (LHC) has a Shelter Plus Care program with 36 single 1 bedroom units. There are also PSH programs in the community providing housing and case management supportive services to those in need. Many of the units are for single adults and a portion of rent is paid. They include Advent House Ministries (3 programs), LHC has a 68 single -1 bedroom; 2 – 2bedroom PSH program, Holy Cross Services has 2-3 PSH programs. CoC member agency, Capital Area Housing Partnership, offers the Tuesday Toolmen Program, which utilizes senior citizen volunteers to provide handicap ramps and other interventions including grab bars, to assist with improving safety and mobility.

The City of Lansing's CoC is the Capital Region Housing Collaborative (CRHC). The CRHC is working to resolve and prevent homelessness through the promotion of partnerships and programs that create housing opportunities, build life skills and provide integrated supportive services to individuals and families as well as special needs (i.e. elderly, frail elderly, persons with disabilities (mental, physical, developmental, persons with alcohol or other drug addiction), persons with HIV/AIDS and their families, DV Survivors and public housing residents in need.

There are several resources available in the larger community for those at risk of homelessness and those special needs groups. The Network will continue a collaborative approach to creating a comprehensive, visionary, realistic Strategic Plan (attached) to help the homeless. The CRHC has participated with several organizations to develop discharge planning policies among the four systems of care: foster care, hospitals, mental health and corrections. HMIS will continue to be the data system used to gather comprehensive data about clients receiving services

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

### **Introduction:**

The City completed its Analysis of Impediments to Fair Housing Choice (AI) in 2016 to address specific activities, impediments to fair housing choice and suggest actions to ameliorate those impediments. A complete copy of the AI can be found on the city's website at:

<https://www.lansingmi.gov/250/Fair-Housing-Documents>

According to the AI, government policies and procedures that regulate, monitor or impact rental sales and property insurance practices, along with housing quality, can play a significant role in promoting fair housing choice. Studies show the need for affirmative action by lenders themselves to look at their policies and practices and change the manner in which judgements are made by every person who plays a role in the lending practice. The AI indicated that the City, its government, housing providers, non-profits and private businesses are working hard to provide fair and affordable housing options to those seeking housing

### **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**

In keeping with the recommendations of the AI, The City of Lansing will continue to implement programs targeted towards low and moderate income households in partnership with local non-profits to reduce the cost of renovations. Some of the programs include creating homeownership opportunities, developing new single family homes and maintaining affordable housing stock and sustaining safe and decent housing for the low income residents. The City is in the process of revising its zoning code in a manner which will encourage walkable housing development along corridors (Form Based Zoning Code). Furthermore, the Lansing City Council has established an Ad Hoc Committee on Housing and has received a copy of the AI for discussion and planning purposes. There is no separate budget for fair housing activities as the expenses are negligible or integrated within other budgets.

### **Discussion:**



## **AP-85 Other Actions – 91.220(k)**

### **Introduction:**

The City of Lansing will continue its efforts to assure that fair housing principles are followed in the city. The City of Lansing Department of Economic Development and Planning (EDP) have completed its Analysis of Impediments (AI) to Fair Housing Choice. It is the intent to produce a comprehensive document that meets HUD guidelines as well as provide pertinent data, location of population concentration of protected groups, economic analysis, home lending patterns and practices, analysis of fair housing complaints, etc. A completed copy of the report is attached to the plan. The City of Lansing's DEDP, Human Relations and Community Services (HRCS) Department and Lansing Housing Commission work collaboratively to address fair housing issues which includes working with community organizations to educate citizens about fair housing issues and pursue enforcement in cases of housing discrimination; work to eliminate predatory lending practices that disproportionately affect protected groups, and respond to inquiries/complaints relative to fair housing.

The City of Lansing has a strong faith-based community, particularly among the homeless service providers. Most of the homeless shelters are grounded in organizations that are motivated by their religious principles. Several of the emergency services in Lansing are supported or operated by faith-based organizations. City staff involvement with the homeless population includes serving on several boards to address the needs of this community including the Continuum of Care. This partnership includes: assistance in funding rehabilitation and new construction of housing units. The City continues to make a concerted effort to work with various agencies to prioritize programs and services for those in the greatest need.

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

The actions that the City of Lansing plans to undertake to address obstacles in meeting the underserved needs in the community are addressed in the projects section of the Plan. More specifically, the City of Lansing makes every effort to address housing and community development needs. However, addressing all housing, community development and homeless needs is a difficult task due to lack of funding and shrinking funds. The City of Lansing will continue to utilize all resources including leveraging funds to meet the needs of the underserved. The most vulnerable and underserved population includes those that are at risk of or homeless. More specifically, as identified through its collaborative efforts with the Continuum of Care (CoC), the City of Lansing's planned action steps to meeting the underserved needs includes partnering with several organizations, creating a comprehensive, visionary, realistic CoC plan to help the homeless/underserved. HMIS data leveraged to measure progress and identify changing

Other actions to address the underserved needs include the continued efforts to implementing the Lead Safe Lansing program and working with the Ingham County Health Department to identify those homes with lead and assisting those low income families with lead remediation. Also, many low income persons/families have several issues with maintaining a good credit rating as well as obtaining safe and

affordable housing. The City of Lansing continues to address these and many other housing related issues through its 2015 Analysis of Impediments to Fair Housing Choice plan. The City of Lansing plans to improve upon the fair housing issues and its impact on the underserved population as the Affirmatively Furthering Fair Housing plan is developed.

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

Affordable housing is a nationwide challenge. The City of Lansing continues to make a concerted effort to address barriers to affordable housing. In efforts to foster and maintain affordable housing, the Annual Action Plan provides for the rehabilitation of 25 owner occupied homes and the weatherization of 1 home. In addition, down payment assistance will be provided to 9 housing units with CDBG and HOME funding.

In addition, the City of Lansing continues to work with developers to expand the number of housing units for low to moderate income households by development of new housing, such as the Abigail – a 60-unit senior citizen housing development, Walnut Street project, a 72 unit family development for low income persons. The City of working with Camelot Hills, a LIHTC project to assist with significant renovations.

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

Housing units that receive more than \$5000 in non-emergency housing rehabilitation assistance through the Development Office have all identified lead based paint hazards remediated. The Development Office works with the Ingham County Health Department to ensure that owner occupied housing units where children with elevated blood lead levels (EBL's) are notified regarding our Housing Rehabilitation program. The Development Office has received a Lead Hazard Reduction Demonstration (LHRD) grant for approximately \$2.8M for 2016-2019. Housing that receives remediation through the Development Office is listed on the State of Michigan's Lead Safe Housing Registry.

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

Poverty is an issue not easily addressed or controlled by the City. Economic factors beyond the control of the community result in loss of jobs and reduction in personal income, primary causes of poverty. The City of Lansing continues to be actively involved on a local and regional scale in promoting growth and expansion of job opportunities.

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

The institutional structure in the City of Lansing includes a capable network of public and private housing and related services providers to carry out the affordable housing strategy. The collaboration between local, county and state agencies is important in successfully carrying out the goals and objectives identified in the Consolidated Plan in addressing the housing and community development

needs in the city. The City has a Housing Ombudsman position to specifically address the housing needs in the Lansing community.

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

There are formal and informal efforts at coordinating activities between or among many participants including the city, state and federal units of government, housing commission, public agencies or private sector agencies such as lending institutions, health care provider, non-profit housing corporation, social service agencies, neighborhood organizations, etc. Specific and detail activities the City plans to take to enhance coordination between public and private housing and social service agencies include the following: continued coordinated activities in the with community; continued meeting with partner agencies and organizations to strengthen the working relationship, CoC will continue its Humans Services Committee meetings which improves the CoC performance via enhanced coordination among GLHRN, community and member agencies. The City will continue to support the CoC organization to assist in addressing the needs of those homeless and or at-risk of homelessness. The City of Lansing coordinates activities with the Ingham County Health Department as well as provides funding for them to identify those homes containing lead with children under the age of six living in those homes. The City of Lansing will utilize its Lead Safe Lansing funds to rehabilitate/remediate those lead based homes. The City of Lansing will continue its collaborative efforts with the Michigan State Historic Preservation Office to offer training to staff as it relates to historic preservation/properties. The City of Lansing will work collaboratively with the Lansing Housing Commission on self-sufficiency activities for their clients to prepare them for housing by moving resident out of public housing into newly renovated units. Also, the City of Lansing will continue to address Fair Housing issues and assure that in preparation for the upcoming Affirmatively Furthering Fair Housing Plan, continue to implement the policies/procedures/recommendations identified to address impediments in the City of Lansing's 2015 Analysis of Impediments to Fair Housing Choice.

### **Discussion:**

Per Lansing's HOME Manual, below is Lansing's policy regarding Affirmative Marketing Requirements:

**Affirmative Marketing and Minority Outreach:** Each HOME developer must adopt and follow affirmative marketing procedures and requirements for rental and homebuyer projects containing 5 or more home-assisted housing units. These procedures and actions will provide information and otherwise attract eligible persons in the program service area to the available housing or assistance without regard to race, color, national origin, sex, religion, familial status or disability.

HOME developers shall use the Equal Housing Opportunity Slogan, logo, or statement in all advertisements, public service announcements, press releases and information mailings. The HUD fair housing poster must be displayed in offices where rental activity takes place for all properties with 5 or

more units.

Affirmative marketing steps consist of actions to provide information and otherwise attract eligible occupants without regard to race, color, national origin, sex, religion, familial status or disability.

The affirmative marketing requirements and procedures adopted must include:

Methods for informing the public about Federal fair housing laws and the affirmative marketing policy;

- Procedures to inform and solicit applications from persons in the housing market area who are not likely to apply for the housing without special outreach (e.g. use of community organizations, places of worship, employment centers, fair housing groups, or housing counseling agencies);
- Records that will be kept describing actions taken to affirmatively market units and records to assess the result of these actions; and

Developers, to the maximum extent possible, will be inclusive of all minorities, and women, and entities owned by minorities and women, including, without limitation, real estate firms, construction firms, appraisal firms, management firms, financial institutions, investment banking firms, underwriters, accountants, and providers of legal services, in all contracts entered into by the participating jurisdiction with such persons or entities, public and private, in order to facilitate the activities of the participating jurisdiction to provide affordable housing authorized under this Act, or any other Federal housing law applicable to such jurisdiction.

# Program Specific Requirements

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

### Introduction:

Program Specific requirements for Community Development Block Grant, HOME and ESG are identified below.

### 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	50,000
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan.	0
3. The amount of surplus funds from urban renewal settlements	0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan	0
5. The amount of income from float-funded activities	0
<b>Total Program Income:</b>	<b>75,000</b>

### 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.	80.00%

### HOME Investment Partnership Program (HOME) Reference 24 CFR 91.220(I)(2)

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

N/A

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

Recapture of City Down Payment Assistance Program loan funds will be handled in accordance with HUD's HOME regulations 92.254(a)(5)(ii)

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

Additional information regarding Recapture Provisions has been included as an attachment.

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

None

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

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

See attachment – Capital Region Housing Collaborative (CRHC)

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

The CoC submitted the Coordinated Entry Agency (CEA) policies to the MI State Housing Development Authority (MSHDA) in January 2018, meeting all HUD requirements. The Coordinated Entry System has multiple entry points including shelters, state-DHHS office, DV shelters, outreach projects, events, eviction diversion program, and other locations. Entry points work with the CEA to provide confidential and safe services especially for DV victims and youth. The CEA is located at the Holy Cross Services campus. The VI-SPDAT tool is used to assess homeless households based on

severity of needs and urgency of housing crisis and targets the most appropriate response. Depending on urgency and priority, the VI-SPDAT is followed by a more comprehensive assessment to identify unique housing barriers and needs. Those experiencing chronic homelessness and with the highest services needs are prioritized for supportive housing resources and wrap-around service coordination. This assessment serves as the basis for creating a housing plan and a tool for resource coordination and resolution of the housing crisis. Housing assessments are entered on HMIS to facilitate sharing with CoC member agencies that use HMIS. The Housing Plan must be completed for all individuals that receive a housing assessment and are determined eligible for services. The Housing Plan is a guide for the household and service agencies and provides focus, goals, outcomes and collaboration of community resources and referrals to mainstream services. The CEA staff also assists in gathering needed documentation for program eligibility, maintains the CH By-Name List, and refers priority households to PSH and RRH programs.

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

The CRHC-CoC uses an open solicitation process for notifying potential applicants. The CoC issues a request for proposal (RFP) to all CoC member agencies to apply for ESG funds and applications are submitted and reviewed by the CoC Finance Committee. The CoC Board, community partners, and fiduciary determine sub-awards through a competitive application using an impartial, data-driven process. Decisions are made based on HUD and CoC priorities, in an open process with all agencies and City Departments. The ESG application and Ranking and Review tool are developed by the CoC Finance Committee, and reviewed and approved by the CoC Board and the fiduciary. The review includes assessment of program goals, objectives, measureable outcomes, target populations to be served, organizational capacity and other factors. Prior to the application process, the CoC assesses community needs and gaps. ESG funding allocations are then divided into the five eligible components with larger allocations designated for the components most needed in the community, with an eye to services funded through other sources. ESG funding opportunities are advertised via email, websites, network meetings, and city resources, to encourage new and existing applicants. The CoC Network encourages new proposals by any interested and eligible agency including private non-profits, community and faith-based organizations. All applicants are notified via e-mail of the funding decisions.

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

The CoC Board has members who are formerly homeless. However, in instances where there is no representation on the CoC Board of Directors, the general CoC “Network” membership always consists of homeless and/or formerly homeless participants who are instrumental in the decision-making process of the CoC. The general meetings are held the third Thursday of the month but there

are other focus groups held for specific issues. To name other activities that the network has been or will be instrumental in making policies and decisions include the following:

- The gaps/needs survey conducted annually.
  - The HRCS Community Forum that takes place in Feb/March each year to gather gaps/needs information from a wide array of Community agencies who serve people who are homeless.
  - A Youth Advisory Board of mostly homeless youth is in formation to advise the CoC Board. The Board is considering inviting a member to join the CoC Board itself.
  - The CoC tracks the number of homeless or formerly homeless participants of the Network and keeps them engaged in the activities as well as continues to involve them in the policies and decision-making process. We also engage this person(s) to serve on the Strategic Planning committee.
4. Describe performance standards for evaluating ESG.

ESG program monitoring is conducted annually by the Recipient agency, the City of Lansing HRCS Dept., using the ESG Exhibit Tools that cover compliance with HUD regulations, HMIS use, desk audits, client case reviews, outcomes, exits, client terminations, program barriers and shelter inspections. Monitoring results are shared with the agency, the CRHC Board and the CoC Ranking/Applications review committees during their organizational capacity review. A monitoring letter is sent to the agency with any findings, recommendations or corrective actions. Program expenditures are reviewed via monthly desk audits. Any issues identified during the monthly desk audits are discussed with the agency, and if necessary, with the CoC Board. In the event of an 11% or more deviation from expected spending patterns, a Variance Explanation is required by the agency to address how the deviation will be resolved, with review by the Fiduciary, CoC Finance Committee, and CoC Board. Ongoing monitoring of progress is required. In the event the CoC Board or Fiduciary is not satisfied with the Explanation, a Corrective Action Plan (CAP) may be required.

In addition, the CoC evaluates the performance of the ESG funded programs on a quarterly basis, using data from HMIS (or a comparable database for DV and legal services providers). The CoC's Continuous Quality Improvement (CQI) Committee conducts quarterly reviews of the ESG funded project outcomes to ensure that projects are meeting their performance standards and to identify opportunities for improvement. Outcomes used to evaluate the ESG projects performance include:

- Engagement rate - % of exits to a known destination
- % of exits to permanent housing
- % of exits to "positive" housing (for shelters and programs serving sub-populations such as recovery and youth programs)
- % of adults exiting with cash income
- % of adults employed at exit
- % of adults that increased income during program enrollment
- % of exits to permanent housing occurring within 31 days of entering shelter



- Average length of stay (ES only)
- Average length of time to move into housing (RRH only)
- Returns to homelessness within 1 year of discharge (RRH & Prevention; only agencies using HMIS)

Recidivism to shelter – for ES: people returning to shelter following a shelter discharge; for Prevention and RRH: people returning to homelessness within 12 months of program exit.

The baseline for comparison of the performance measures is set using historic project-level data, performance benchmarks from national organizations including USICH and the National Alliance for Ending Homelessness, and benchmarks from other similar project types in the CoC. High performing agencies share their practices with other providers to spread effective practices to all CoC members. Programs performing below targets are expected to explain the reasons behind their low achievement and how they plan to improve going forward. Depending on the nature of the explanation and the plan presented, Programs that are under-performing year after year are considered for reallocation or de-funding, depending on the CoC Board's and the fiduciary's priorities and assessment of capacity. Following the CQI committee's approval of the accuracy and completeness of the ESG quarterly report the information is sent to the CoC Board for their review and approval.

