



First Program Year Action Plan – Second Amendment

The CPMP 2010 Annual Action Plan includes the [SF 424](#) and Narrative Responses to Action Plan questions that CDBG, HOME, HOPWA, and ESG grantees must respond to each year in order to be compliant with the Consolidated Planning Regulations. The Executive Summary narratives are optional.

Narrative Responses

GENERAL

Executive Summary

The Executive Summary is required. Include the objectives and outcomes identified in the plan and an evaluation of past performance.

Introduction

Dane County presents the following Substantial Amendment to the 2010 Action Plan for the expenditure of Community Development Block Grant (CDBG) and HOME Investment Partnerships (HOME) funds expected to be received from the Department of Housing and Urban Development (HUD) for the period of January 1, 2010 through December 31, 2010.

This Substantial Amendment is required by the County's Citizen Participation Plan.

The Substantial Amendment:

- Allocates \$110,867 in CDBG funding to improve handicapped accessibility to public buildings. These additional funds are available due to an increase in the amount of the 2010 CDBG entitlement funds. The original 2010 Action Plan called for any additional funds to be used for loans to microbusinesses.

This change along with all projects for 2010 is included in Table 1.

The primary objective of the Community Development Block Grant Program as stated in Title I of the Housing and Community Development Act of 1974, as amended, is the development of viable urban communities. This is achieved by:

- Providing decent housing,
- Providing a suitable living environment, and
- Expanding economic opportunities.

Examples of potentially eligible activities include: land/property acquisition, rehabilitation of residential and non-residential property, construction of non-governmental public facilities, infrastructure improvements, public services, and economic development activities.

Each activity funded by CDBG must meet one of three national objectives:

- Benefit to low and moderate-income persons,
- Aid in the prevention or elimination of slums or blight; and
- Meet a particularly urgent community development need.

No less than 70% of funds are to be spent on activities that benefit low and moderate- income (LMI) persons. Spending on public service activities is limited to 15% of the program year's allocation plus 15% of the preceding year's program income.

Four categories can be used to meet the LMI national objective:

1. Area benefit activities (LMA)
2. Limited clientele activities (LMC)
3. Housing activities (LMH) or
4. Job creation or retention activities (LMJ)

Area Benefit Activities (LMA)

Activities that benefit all residents of a particular area, where at least 51 percent of the residents are LMI persons. HUD uses a special run of the Census tract block group data to identify these areas. HUD permits an exception to the LMI benefit area for certain entitlement communities. Dane County is allowed to qualify activities based on the "exception criteria" or "upper quartile". Currently, activities that benefit areas where at least 42.8% of the residents are LMI qualify as an area benefit. Communities may also undertake surveys in areas using HUD approved survey instruments and methodology to determine the percentage of LMI in a service area.

Limited Clientele Activities (LMC)

Under this category 51% of the beneficiaries of the activity have to be LMI persons. Activities must meet one of the following tests:

- Benefit a clientele that is generally presumed to be LMI. This presumption covers abused children, battered spouses, elderly persons, severely disabled adults, homeless persons, illiterate adults, persons living with AIDS, and migrant farm workers; or
- Require documentation on family size or income in order to show that at least 51% of the clientele are LMI; or
- Have income eligibility requirements limiting the activity to LMI persons only; or
- Be of such a nature and in such a location that it can be concluded that clients are primarily LMI.

Housing Activities (LMH)

These are activities that are undertaken for the purpose of providing or improving permanent residential structures which, upon completion, will be occupied by LMI households. Structures with one unit must be occupied by a LMI household. If the structure contains two units, at least one unit must be LMI occupied. Structures with three or more units must have at least 51% occupied by LMI households.

Job Creation or Retention Activities (LMJ)

These are activities designed to create or retain permanent jobs, at least 51% of which (computed on a full-time equivalent basis) will be made available to or held by LMI persons.

The HOME Program was created by the National Affordable Housing Act of 1990. The intent of the program is to expand the supply of decent, safe, sanitary, and affordable housing, with primary attention to rental housing, for very low-income and low-income families. HOME funds may be used for:

- Homeowner Rehabilitation – to assist existing owner-occupants with the repair, rehabilitation, or reconstruction of their homes.
- Homebuyer Activities – to finance the acquisition and/or rehabilitation or new construction of homes for homebuyers.
- Rental Housing – affordable rental housing may be acquired and/or rehabilitated, or constructed.
- Tenant-Based Rental Assistance – financial assistance for rent, security deposits, and, under certain conditions, utility deposits may be provided to tenants.

There is a 25 percent matching obligation for HOME funds.

Resources

Dane County expects to receive a total of \$1,844,420 in new Community Development Block Grant (CDBG) and HOME Investment Partnerships Program (HOME) entitlement grant funding to carry out its planned activities as outlined in the 2010 Action Plan.

Grant	2010 Allocation
CDBG	\$1,236,378
HOME	\$608,842
Total	\$1,844,420

Citizen Participation and Consultation Process for Substantial Amendment

Public Notice

A summary of the Substantial Amendment to the 2010 Action Plan and notice of public hearing was published in a non-legal section of the *Wisconsin State Journal* on April 29, 2010. Information regarding the public hearing appeared on the CDBG reports page of the County web site beginning April 26, 2010. The agenda for the public hearing was posted on the County web site beginning on May 17, 2010.

Public Hearing

A public hearing was conducted by the CDBG Commission beginning at 5:30 p.m. on May 27, 2010 at the City of Verona City Hall. The City Hall is accessible for persons with disabilities. This hearing provided information to attendees regarding housing and community development needs, the amount of entitlement funding the County expects to receive, the range of activities that may be undertaken, and provided an opportunity for review and comment on the Substantial Amendment to the 2010 Action Plan.

Availability to the Public

The draft version of the Substantial Amendment to the 2010 Action Plan was posted on the County web site beginning on April 26, 2010 through May 27, 2010. Comments on the Substantial Amendment could be submitted orally at the public hearing or via e-mail to cdbg@co.dane.wi.us or in writing to the CDBG Program.

Summary of Comments or Views

Carolyn Parham, Executive Director of the Dane County Housing Authority, noted that while she supported the use of the funds for improving handicapped accessibility, she would appreciate consideration to use some of the funds for administrative costs for subrecipients.

Commission Response: There was general consensus that administrative costs have not been passed on to subrecipients in the past and the Commission did not want to get into supporting administrative costs of agencies at this time.

Planned Activities for Plan Year 1/Program Year 2010

A complete listing of proposed activities along with the funding priority, objective, and outcome may be found in Table 1.

2010 will see the continuation of multi-year activities that were initiated in prior years, including:

- Revolving loan fund
- Commercial façade improvements
- Housing rehabilitation
- Down payment assistance.

Decrease in Funding

The CDBG Commission recommends that if there were not sufficient funds available for the programs recommended for CDBG or HOME funding, that first program income be tapped as allowable to offset those reductions. If that source of funds is insufficient to cover reductions in the HOME funding, it is recommended to reduce Habitat for Humanity to \$100,000. If the CDBG entitlement funding is reduced requiring a reduction in public service funds to come in under the 15% cap, then the DCDHS Joining Forces for Families program will be reduced. If additional reductions are needed, it is recommended to reduce the remaining activities on a percentage basis.

Objectives and Outcomes

The HUD Outcome Performance Measurement System offers three possible objectives for each activity. As noted in the CPD Performance Measurement Guidebook, these are based on the broad statutory purposes of the programs and include:

- Creating Suitable Living Environments – relates to activities that are designed to benefit communities, families, or individuals by addressing issues in their living environment. This objective relates to activities that are intended to address a wide range of issues faced by low-and-moderate income persons, from physical problems with their environment, such as poor quality infrastructure, to social issues such as crime prevention, literacy, or health services.
- Providing Decent Housing – This objective focuses on housing activities whose purpose is to meet individual family or community housing needs.
- Creating Economic Opportunities – applies to activities related to economic development, commercial revitalization, or job creation.

The system outcome is closely aligned with the objective and helps to further refine the expected result of the objective that is sought. HUD narrowed this to three outcomes including:

- Availability/Accessibility – applies to activities that make services, infrastructure, public services, public facilities, housing, or shelter available or accessible to low and moderate-income people, including persons with disabilities.
- Affordability – applies to activities that provide affordability in a variety of ways to low-and-moderate income people. Affordability is an appropriate objective whenever an activity is lowering the cost, improving the quality, or increasing the affordability of a product or service to benefit a low-income household.
- Sustainability – applies to activities that are aimed at improving communities or neighborhoods, helping to make them livable or viable by providing benefit to persons of low-and-moderate-income or by removing or eliminating slums or blighted areas, through multiple activities or services that sustain communities or neighborhoods.

The objectives and outcomes for each proposed activity in 2010 may be found in Table 1.

Table 1: Proposed Use of Funds with Objectives and Outcomes

<p>Project: Housing Rehabilitation Project ID: 2010-02 Priority Need Category: Owner Occupied Housing</p>								
<p><i>Priority 1:</i> Provide energy efficiency improvements as a means to promote continuing affordability of housing. <i>Priority 2:</i> Promote the rehabilitation of existing owner-occupied housing as a means to maintain affordable housing. <i>Priority 3:</i> Provide accessibility improvements as a means to help low-and-moderate income households with disabilities maintain existing housing.</p>								
Activity	Description	Location	National Objective	HUD Objective	HUD Outcome	Funding Source	Amount	2010 Goal
Independent Living – Home Modification	Provide home safety and accessibility modifications to low-income elderly and disabled residents.	Urban County Consortium Communities	LMC	Decent Housing DH 2.1	Affordability	CDBG	\$35,015	35 units
Project Home – Minor Home Repair and Rehabilitation Grant Program	Provide necessary minor home repairs to low and moderate income homeowners.	Urban County Consortium Communities	LMH	Decent Housing DH 2.1	Affordability	CDBG	\$34,000	7 units
Project Home - Repair and Rehabilitation Grant/Loan Program	Provide a major home rehabilitation loan program for low and moderate income homeowners.	City of Stoughton Village of DeForest County-wide	LMH	Decent Housing DH 2.1	Affordability	CDBG HOME	\$66,044 \$164,632	10 units

Project: Home Ownership

Project ID: 2010-03

Priority Need Category: Owner Occupied Housing

Priority 4: Promote homeownership through the provision of loans for down payment and closing cost assistance.

Priority 5: Promote the development of owner-occupied affordable single-family housing units.

Activity	Description	Location	National Objective	HUD Objective	HUD Outcome	Funding Source	Amount	2010 Goal
Dane County Housing Authority – Down Payment and Closing Cost Program	Provide down payment assistance to income eligible first-time homebuyers.	Urban County Consortium Communities	LMH	Decent Housing DH 2.2	Affordability	CDBG	\$100,000	10 households
Habitat for Humanity – Homebuilding Program	Select, finance, and develop quality buildable sites that will provide homeownership opportunities for families.	Urban County Consortium Communities	LMH	Decent Housing DH 1.1	Availability/ Accessibility	HOME	\$147,649	2 units
Movin' Out – Homeowner Program	Provide down payment and closing cost loans to low-income households that have at least one member with a severe and permanent disability.	Urban County Consortium Communities	LMH	Decent Housing DH 2.2.	Affordability	CDBG	\$100,000	2-3 households
Operation Fresh Start – Affordable Homeownership	Develop well-built, energy efficient housing affordable to low-and moderate income buyers within the Village of Cambridge.	Village of Cambridge	LMH	Decent Housing DH 1.1.	Availability/ Accessibility	HOME	\$54,000	1 unit

Project: Rental Housing

Project ID: 2010-04

Priority Need Category: Rental Housing

Priority 9: Provide the rehabilitation of affordable renter-occupied housing units.

Priority 12: Provide affordable rental housing units.

Activity	Description	Location	National Objective	HUD Objective	HUD Outcome	Funding Source	Amount	2010 Goal
Movin' Out – Stoughton Riverwalk Housing	Finance 11 affordable housing units in a proposed 41 unit rental housing development in Stoughton. The 11 financed units will be occupied by families with at least one member with a permanent disability. Total project cost is \$8 million.	City of Stoughton	LMH	Decent Housing DH 1.2	Availability/ Accessibility	HOME	\$127,616	0 units in 2010; ____ units 2012
TBD – Rental Rehab Revolving Loan Fund	Provide low-interest loans to make needed repairs to rental property found to be blighted or in violation of local building/habitability codes.	Urban County Consortium Communities	LMH	Decent Housing DH 2.3	Affordability	CDBG	\$91,166	____ units

Project: Economic Development

Project ID: 2010-05

Priority Need Category: Economic Development

Priority 7: Provide loans for micro-businesses to start-up or grow.

Priority 11: Provide technical assistance for persons wanting to start a business.

Activity	Description	Location	National Objective	HUD Objective	HUD Outcome	Funding Source	Amount	2010 Goal
Wisconsin Women's Business Initiative, Inc. – Microenterprise Development Continuum	Provide interconnected services that help clients start and grow microenterprises and small businesses.	Urban County Consortium Communities	LMC	Creating economic opportunities	Availability/ Accessibility	CDBG	\$50,000	___ businesses

Project: Public Facilities

Project ID: 2010-06

Priority Need Category: Public Facilities; Infrastructure

Priority 10: Improve accessibility to public buildings for persons with disabilities.

Priority 12: Provide assistance to provide infrastructure improvements.

Priority 14: Provide assistance to construct or rehabilitate senior centers, youth centers, and other public facilities.

Activity	Description	Location	National Objective	HUD Objective	HUD Outcome	Funding Source	Amount	2010 Goal
Stoughton Area Youth Center	Restoration of an historic brick warehouse to be used as a youth center to accommodate middle and high school aged teens. Work in 2010 would focus on the top floor and include: ceiling insulation, flooring, framing, and top of the elevator shaft.	City of Stoughton	LMA	Suitable Living Environment	Availability	CDBG	\$25,102	1 facility
Town of Madison – Southdale Neighborhood Sidewalk Project	Provide funds for infrastructure improvements including sidewalks as essential to ensure the safety of residents.	Pheasant Ridge Trail, Deer Valley RD, and/or Ski LN areas of the Southdale Neighborhood	LMA	Suitable Living Environment	Affordability	CDBG	\$200,000	1 facility
Handicapped Accessibility to Public Buildings – vendors to be determined via an RFP process	Grant program to improve accessibility to public buildings for persons with disabilities through the installation of ramps, automatic door openers, and other modifications.	County-wide. To be determined by RFP process.	LMC	Suitable Living Environment	Accessibility	CDBG	\$110,867	___ facilities

<p>Project: Public Services Project ID: 2010-07 Priority Need Category: Public Services</p>								
<p>Provide needed public services to low-and-moderate-income persons.</p>								
Activity	Description	Location	National Objective	HUD Objective	HUD Outcome	Funding Source	Amount	2010 Goal
Dane County Department of Human Services – Early Childhood Initiative Self-Sufficiency Funds	Provide families who are participants in the Allied DR Early Childhood Initiative with quick access to resources that promote family stability and self-sufficiency including funds for eviction prevention, utilities, food, work clothes, and educational expenses.	Allied DR Neighborhood	LMA	Suitable Living Environment	Availability/Accessibility	CDBG	\$10,000	___ people
Dane County Department of Human Services – Joining Forces for Families	Provide prevention and early intervention social services to low-income families in two service areas to assist families to meet their basic needs and to maintain stability in their households.	Affected communities: 1) Black Earth, Cross Plains, and Mount Horeb and surrounding townships and 2) Belleville, McFarland, Monona, and Oregon and surrounding townships	LMC	Suitable Living Environment	Sustainability	CDBG	\$138,826	___ people
TBD – Paratransit Services	Through an RFP process award contracts for paratransit projects that help to meet the transportation needs of low-and-moderate income persons living outside the City of Madison.	Urban County Consortium Communities	LMC	Suitable Living Environment	Availability/Accessibility	CDBG	\$20,000	___ people

Project: Urgent Needs

Project ID: 2010-08

Priority Need Category: Other

Disaster assistance.

Activity	Description	Location	National Objective	HUD Objective	HUD Outcome	Funding Source	Amount	2010 Goal
Town of Vienna	Matching funds required for receipt of CDBG-EAP funds from the Department of Commerce. These will be used for the acquisition and demolition of a home damaged by the storms and flooding of June 5 – July 25, 2008.	Urban County Consortium Communities	Urgent Needs	Suitable Living Environment	Sustainability	CDBG	\$72,500	1 home

Project: Administration

Project ID: 2010-01

Priority Need Category: Planning/Administration

Provide funding for program planning and administration.

Activity	Description	Location	National Objective	HUD Objective	HUD Outcome	Funding Source	Amount	2010 Goal
Dane County Department of Human Services	Provide program administration and support services.	Not applicable	NA	NA	NA	CDBG HOME	\$215,102 \$54,877	NA
Fair Housing	Fair housing services.	Urban County Consortium Communities	NA	NA	NA	CDBG	\$10,000	___ people

