# Executive Summary

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

**1. Introduction**

The City of Sheboygan’s Annual Plan was  is a comprehensive document promoting a coordinated approach to housing and community needs, and fostering the coordination of all programs funded by the U.S. Department of Housing and Urban Development (HUD).  It provides guidance for investment of HUD dollars, as well as other federal, state, and local funding dollars.  This Plan outlines the priorities by which the City’s Community Development Block Grant (CDBG) Program will be invested over the next five years.  Every year the City will produce an Annual Action Plan to detail specific activities to carry out the Plan’s priorities and goals, which is document provides.

**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.

Make repairs or rehab existing income-eligible owner occupied hosuing to address code issues.

Assist with homeownership.

Increase safety, provide crime protection and foster building code compliance in locally selected areas.

Foster and create new neighborhood associations.

Initate improvement efforts in locally-selected geographical areas.

Reduce incidents of homelessness

Provide assistance for historic preservation and creating permanent jobs at living wages.

**3. Evaluation of past performance**

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

The City of Sheboygan has historically providing funding to non-profits, public facilities, park facilities, housing, and economic.  Our latest Consolidated Plan identified the use of the CDBG funds in targeted areas of the City. This is consistent with the City's Strategic Plan as neighborhood revitalizationa and economic development have been identified as two of the six focus areas.

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

Summary from citizen participation section of plan.

(1) Once the City received our allocation for the 2017 fiscal year, our Finance and Personnel committee (consistent with our citizen participation plan) review and approved the allocations.  On July 3, 2017, the Sheboygan Common Council accepted the recommendations of the committee and approvoed the suggested allocations.  The City of Sheboygan

**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.

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

**7. Summary**

## 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** |
| --- | --- | --- |
|  |  |  |

|  |  |  |
| --- | --- | --- |
| CDBG Administrator |  | Department of City Development |

Table 1 – Responsible Agencies

**Narrative (optional)**

The Department of Planning and Development continues to be the lead agency on administration of the City's block grant program.

**Consolidated Plan Public Contact Information**

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

**1. Introduction**

The City of Sheboygan conducted consultation with citizens, municipal officials, non-profit agencies, public housing agencies, governmental agencies in preparing this plan.  The City started the process with publishing in three languages (English, Spanish and Hmong) that the City was currently accepting applications from interested parties related to eligible CDBG activities.  We also mailed a Request for Proposal to approximately 18 public service agencies and housing agencies in the community.  This is the process that we follow on a yearly basis.  Once applications are received by the deadline, city staff reviews and makes recommendations to the City's Finance and Personnel Committee as it related to funding allocations.

**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(l))**

The City of Sheboygan is committed to addressing the needs of homeless citizens, and those in threat of homelessness, in realtion to both physical and mental/behavioral health needs. The City of Sheboygan and the Sheboygan Housing Authority have a good relationship and collaborate on many projects.  Through public service allocations, the City works with the Lakeshore Community Health Center that provides behaviorial and mental health services to underserved in the community.  The City and the Sheboygan Housing Authority work hand in hand on issues of homelessness and public housing, along with the Sheboygan County CoC.  The City's Police Department works closely with the two mental health clinics and participate in a yearly mental health issues facing 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.**

City staff participate with the Point in Time Survey and also fund the Lakeshore CAP agency that operates the Sheboygan Housing Coalition program to provide assist to troubled renters and homeowners and helps them find housing to prevent any future homelessness from occurring.

**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 Sheboygan does not apply nor receive ESG funds.  In an effort to reduce barriers to reaching the underserved, Sheboygan's Housing Coalition continues to assist the facilitation of city-wide collaborations focused on coordinating the work of housing social service agencies.

**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 | **Agency/Group/Organization** | City Administration and Finance |
| **Agency/Group/Organization Type** | Other government - Local |
| **What section of the Plan was addressed by Consultation?** | Housing Need Assessment Public Housing Needs Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Non-Homeless Special Needs Market Analysis Economic Development Anti-poverty Strategy Lead-based Paint Strategy |
| **Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?** | Responsible for developing the Annual Action Plan |
| 2 | **Agency/Group/Organization** | Department of Public Works |
| **Agency/Group/Organization Type** | Other government - Local |
| **What section of the Plan was addressed by Consultation?** | Non-Homeless Special Needs Economic Development Community Development |
| **Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?** | Assisted in determining needs of the LMI neighborhoods. |
| 3 | **Agency/Group/Organization** | SHEBOYGAN TRANSIT |
| **Agency/Group/Organization Type** | Other government - Local |
| **What section of the Plan was addressed by Consultation?** | Economic Development |
| **Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?** | Assisted in identify transportation related needs of LMI Persons in the community. |
| 4 | **Agency/Group/Organization** | Sheboygan Mayor's Office |
| **Agency/Group/Organization Type** | Other government - Local |
| **What section of the Plan was addressed by Consultation?** | Housing Need Assessment Public Housing Needs Homeless Needs - Families with children Non-Homeless Special Needs Economic Development |
| **Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?** | All aspects of the Annual Action Plan development |
| 5 | **Agency/Group/Organization** | PARTNERS FOR COMMUNITY DEVELOPMENT |
| **Agency/Group/Organization Type** | Housing Service-Fair Housing |
| **What section of the Plan was addressed by Consultation?** | Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Strategy Market Analysis Lead-based Paint Strategy |
| **Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?** | First time homebuyer assistance and counseling services. |
| 6 | **Agency/Group/Organization** | HOUSING COUNSELING SERVICES FOR FAMILY SERVICE ASSOCIATION |
| **Agency/Group/Organization Type** | Housing Services - Housing Services-homeless Service-Fair Housing |
| **What section of the Plan was addressed by Consultation?** | Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Non-Homeless Special Needs |
| **Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?** | Housing services and budget counseling for LMI persons. |
| 7 | **Agency/Group/Organization** | SHEBOYGAN COUNTY INTERFAITH |
| **Agency/Group/Organization Type** | Services-Victims of Domestic Violence |
| **What section of the Plan was addressed by Consultation?** | Non-Homeless Special Needs |
| **Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?** | Domestic violence shelter for mothers and children. |
| 8 | **Agency/Group/Organization** | Lakeshore Community Health Center |
| **Agency/Group/Organization Type** | Health Agency |
| **What section of the Plan was addressed by Consultation?** | Non-Homeless Special Needs |
| **Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?** | Community Health Services |
| 9 | **Agency/Group/Organization** | SAFE HARBOR |
| **Agency/Group/Organization Type** | Services-Victims of Domestic Violence Services - Victims |
| **What section of the Plan was addressed by Consultation?** | Homeless Needs - Chronically homeless Homeless Needs - Families with children |
| **Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?** | Domestic Abuse shelter for mothers and children. |
| 10 | **Agency/Group/Organization** | LAKESHORE CAP INC. |
| **Agency/Group/Organization Type** | Services - Housing |
| **What section of the Plan was addressed by Consultation?** | Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Strategy Market Analysis |
| **Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?** | Sheboygan Housing Coalition Program |
| 11 | **Agency/Group/Organization** | SALVATION ARMY |
| **Agency/Group/Organization Type** | Housing Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-homeless |
| **What section of the Plan was addressed by Consultation?** | Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Strategy Market Analysis |
| **Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?** | Emergency shelter for homeless persons of the community. |

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

**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 | Lakeshore Community Action Program | Elimination of homelessness and assistance to prevent homeless issues in the community. |
| 2016 Community Health Assessemnt | United Way of Sheboygan County | Lack of insurance for health care costs for LMI persons in the City. |

Table 3 – Other local / regional / federal planning efforts

**Narrative (optional)**

None

## 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 City employed a strategic approach to citizen participation for the development of this plan.  Stakeholders with unique points of view were identified up front and sought for participation on a yearly basis in developing the plan.  Method of engaging with the public varied and included request for proposals, public meetings, and committee meetings.

**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   Non-English Speaking - Specify other language: English, Spanish and Hmong   Persons with disabilities | No one attended | None were received | None |  |
| 2 | Public Hearing | Non-targeted/broad community | No one in attendance | None | None |  |
| 3 | Written Request for Proposals | Public Service Agencies | Received nine public service applications. | None | None |  |
| 5 | Internet Outreach | Non-targeted/broad community | None | None | None | http://www.sheboyganwi.gov/request-for-proposal-for-community-development-block-grant-funds/ |
| 6 | Public Meeting | Minorities   Persons with disabilities | No one attended other than City staff. | None | None |  |

Table 4 – Citizen Participation Outreach

# Expected Resources

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

**Introduction**

**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 | 792,032 | 0 | 0 | 792,032 | 0 | The funds will be used for qualifying activities consistent with our consolidated plan. |

Table 1 - Expected Resources – Priority Table

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

Due to the limited amount of funds received, the City will use CDBG funds to leverage other federal funds, state grants and local dollars to complete the projects as presented in our allocation of funds.

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

The City provides land for business expansion in particular in our busienss center.  Land is sold to faciliate development in other areas of the City.

**Discussion**

No further discussion at this time.

# 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** | | Homeowner Repair Programs | 2015 | 2019 | Affordable Housing Non-Housing Community Development |  |  |  | Direct Financial Assistance to Homebuyers: 15 Households Assisted |
| **2** | Rental Rehab Programs | 2017 | 2018 | Affordable Housing Homeless |  |  |  | Rental units rehabilitated: 5 Household Housing Unit |
| **3** | Homeownership Programs | 2017 | 2018 | Affordable Housing Non-Housing Community Development |  |  |  | Direct Financial Assistance to Homebuyers: 3 Households Assisted |
| **4** | Crime Prevention | 2017 | 2018 | Non-Housing Community Development |  |  |  | Other: 2 Other |
| **5** | Foster Neighborhood Associations | 2017 | 2018 | Non-Housing Community Development |  |  |  | Other: 2 Other |
| **6** | Public Infrastruction/Park Facility Improvements | 2017 | 2018 |  |  |  |  | Other: 1 Other |
| **7** | Reduce Incidents of Homelessness | 2017 | 2018 | Homeless |  |  |  | Homeless Person Overnight Shelter: 100 Persons Assisted Homelessness Prevention: 100 Persons Assisted |
| **8** | Historic Preservation | 2017 | 2018 | Non-Housing Community Development |  |  |  | Businesses assisted: 2 Businesses Assisted |
| **9** | Increase Economic Opportunities | 2017 | 2018 | Non-Housing Community Development |  |  |  | Jobs created/retained: 10 Jobs |
| **10** | Foster Commercial Redevelopment | 2017 | 2018 | Non-Housing Community Development |  |  |  | Other: 1 Other |
| **11** | Allevate Poverty | 2017 | 2018 | Non-Homeless Special Needs |  |  |  | Homelessness Prevention: 500 Persons Assisted |

Table 2 – Goals Summary

**Goal Descriptions**

|  |  |  |
| --- | --- | --- |
| **1** | **Goal Name** | Homeowner Repair Programs |
| **Goal Description** | Make repairs or rehab existing income-eligible owner occupied housing to address building code issues. |
| **2** | **Goal Name** | Rental Rehab Programs |
| **Goal Description** | Assist owners of rental properties to develop or improve rental housing for lower income households. |
| **3** | **Goal Name** | Homeownership Programs |
| **Goal Description** | Assist income eligible households with homeownership assistance. |
| **4** | **Goal Name** | Crime Prevention |
| **Goal Description** | Increase safety and provide crime preventions servives in locally targeted areas. |
| **5** | **Goal Name** | Foster Neighborhood Associations |
| **Goal Description** | Create new neighborhood associations |
| **6** | **Goal Name** | Public Infrastruction/Park Facility Improvements |
| **Goal Description** | Complete street planting services in LMI neighborhoods. |
| **7** | **Goal Name** | Reduce Incidents of Homelessness |
| **Goal Description** |  |
| **8** | **Goal Name** | Historic Preservation |
| **Goal Description** |  |
| **9** | **Goal Name** | Increase Economic Opportunities |
| **Goal Description** | Add new LIMI jobs. |
| **10** | **Goal Name** | Foster Commercial Redevelopment |
| **Goal Description** | Redevelopment of locally targeted commercial districts. |
| **11** | **Goal Name** | Allevate Poverty |
| **Goal Description** |  |

## Projects

## AP-35 Projects – 91.220(d)

**Introduction**

City staff recommended the 2017 proposed allocations to the City's Finance and Personnel Committee of which made a recommendation to the Common Council to accept the proposal.  On July 3, 2017, the Common Council approved the 2017 Program Year Allocations.

**Projects**

| **#** | **Project Name** |
| --- | --- |
|  |  |

Table 3 - Project Information

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

None at this time

## AP-38 Project Summary

**Project Summary Information**

## 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 annually spends approximately 93 percent of its funds in LMI neighborhoods.  The City anticipates the same amount of funds going into the LMI Neighborhoods.

**Geographic Distribution**

| **Target Area** | **Percentage of Funds** |
| --- | --- |
| BLOCK GRANT TARGT AREA, SHEBOYGAN | 20 |
| Downtown Central Commerical Business District | 10 |
| Eligible Census Tracts | 60 |

Table 4 - Geographic Distribution

**Rationale for the priorities for allocating investments geographically**

Based on the communities needs.

**Discussion**

None

# Affordable Housing

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

**Introduction**

The City continues to work with affordable housing developers to purchase vacant property and underutilized buildings to renovate into new affordable housing units.

| **One Year Goals for the Number of Households to be Supported** | |
| --- | --- |
| Homeless | 1,000 |
| Non-Homeless | 50 |
| Special-Needs | 50 |
| Total | 1,100 |

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

| **One Year Goals for the Number of Households Supported Through** | |
| --- | --- |
| Rental Assistance | 15 |
| The Production of New Units | 50 |
| Rehab of Existing Units | 20 |
| Acquisition of Existing Units | 0 |
| Total | 85 |

Table 7 - One Year Goals for Affordable Housing by Support Type

**Discussion**

## AP-60 Public Housing – 91.220(h)

**Introduction**

The Sheboygan Housing Authority operates the local public housing.  The City of Sheboygan has good relationship and partners on specifc projects with the Sheboygan Housing Authority.

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

The City will be partnering through a MOU with the Sheboygan Housing Authority and the Plymouth Housing Authority to complet our new AFFH Assessment later in 2017 and 2018.

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

The Sheboygan Housing Authority provides homeownership courses through the Family Service Association and Partners for Community Development to encourage homeownership.

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

The Sheboygan Housing Authority is not troubled.

**Discussion**

None.

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

**Introduction**

The City has a small population of homeless people in the community.  Our population is not very large and most of the time is more about someone being unsheltered vs. homeless.

**Describe the jurisdictions one-year goals and actions for reducing and ending homelessness including**

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

Lakeshore CAP which receives CDBG funds from the City completes the Point-In-Time survey.  When individuals are located as a request for biannully count, they provided resources through local shelters and food pantry's.

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

The City funds three non-profit agencies that provide emergency shelther and transitional housing needs include Safe Harbor, Sheboygan County Interfaith Organization and Salvation Army.

**Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again**

The City will continue to support the Tenant Based Rental Assistance Program administered by the Sheboygan Housing Coalition and the Lakeshore CAP programs.  These programs can provide housing assitance to households that are homeless or at risk of homelessness.  Case management is designed to provide assistance to help those households achieve independence and self-sufficiency.

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

The City partners with Lakeshore Community Health Center that provides below cost medications to participants based on their income.  Locally patients required continued care after discharge, whether staying with friends/family or receiving shelter at other places in the community receive services at those locations.  For patients that have nowhere to go and are still requiring less intensive medical care, they typically receive those medical services in the hospitals' rehab units.

**Discussion**

Please see above.

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

**Introduction:**

Please see sections MA-40 and SP-55 fo the 2015-2019 Consolidate Plan for detailed discussions on barriers to  affordable housing development in Sheboygan.

**Actions it planned to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment**

The City of Sheboygan has seen an increased interest from developers to construct affordable housing based on Wisconsin's Historic Tax Credit Program.  This funding source partnered with WHEDA tax credits have made conversion of existing under utilized buildings a good investment opportunity and has increased the number of affordable housing units in the City.  The City continues to support these projects.

**Discussion:**

Please see above.

## AP-85 Other Actions – 91.220(k)

**Introduction:**

Please see below.

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

No obstacles were identified in meeting underserved needs; therefore, no specific actions will be taken.  Sheboygan Department of Planning and Development is committed to soliciting greater involvement from traditionally underserved populations.  This is done through notification of social service providers about the needs assessment hearings at the start of the planning process.

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

Please see AP-55.

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

The City's Housing Rehabilitation Program will continue in 2017.  As part of the rehabilitation projects, lead based paint hazards are identified and remediated in compliance with federal lead-based paint requirements.

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

The City will continue to fund Lakeshore CAP and Salvation Army in 2017.  These programs are designed to improve the lives of low-income households by providing intense case management whil each household or person receives assistance.  The goal of the program is provide the necessary services to stabilize their living condition and free themselves from governmental assistance of any kind.

**Actions planned to develop institutional structure**

Sheboygan is fornuate to have a number of non-profit agencies in the community that do not necessarily apply for CDBG funds.  The United Way of Sheboygan County assists the non-profits with allocating each organizations goals towards a specific need in the community.

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

The City works to enhance communication with many lcoal housing and service providers.  The City will continue to promote its programs when opportunities arise.

* The City is kept in communication with the Sheboygan Housing Coalition monthly meetings.
* City Development staff presents information during neighborhood meetings regardings programs it administers
* Presentations are made to service clubs about the services provided and administered with CDBG funds.
* The City has an up to date website to share information about the Sheboygan CDBG program.

**Discussion:**

Please see above.

# Program Specific Requirements

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

**Introduction:**

Please see below.

**Emergency Solutions Grant (ESG)**

**Reference 91.220(l)(4)**

1. Include written standards for providing ESG assistance (may include as attachment)
2. If the Continuum of Care has established centralized or coordinated assessment system that meets HUD requirements, describe that centralized or coordinated assessment system.
3. Identify the process for making sub-awards and describe how the ESG allocation available to private nonprofit organizations (including community and faith-based organizations).
4. 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.
5. Describe performance standards for evaluating ESG.

**Housing Trust Fund (HTF)**

**Reference 24 CFR 91.220(l)(5)**

1. Distribution of Funds

a. Describe the eligibility requirements for recipients of HTF funds (as defined in 24 CFR § 93.2).

b. Describe the jurisdiction’s application requirements for eligible recipients to apply for HTF funds.

c. Describe the selection criteria that the jurisdiction will use to select applications submitted by eligible recipients.

d. Describe the jurisdiction’s required priority for funding based on geographic distribution, which is a description of the geographic areas of the State (including areas of low-income and minority concentration) in which it will direct assistance during the ensuing program year.

e. Describe the jurisdiction’s required priority for funding based on the applicant's ability to obligate HTF funds and undertake eligible activities in a timely manner.

f. Describe the jurisdiction’s required priority for funding based on the extent to which rents for units in the rental project are affordable to extremely low-income families.

g. Describe the jurisdiction’s required priority for funding based on the financial feasibility of the project beyond the required 30-year period.

h. Describe the jurisdiction’s required priority for funding based on the merits of the application in meeting the priority housing needs of the jurisdiction (such as housing that is accessible to transit or employment centers, housing that includes green building and sustainable development features, or housing that serves special needs populations).

i. Describe the jurisdiction’s required priority for funding based on the location of existing affordable housing.

j. Describe the jurisdiction’s required priority for funding based on the extent to which the application makes use of non-federal funding sources.

2. Does the jurisdiction’s application require the applicant to include a description of the eligible activities to be conducted with HTF funds?

3. Does the jurisdiction’s application require that each eligible recipient certify that housing units assisted with HTF funds will comply with HTF requirements?

4. **Performance Goals and Benchmarks.** The jurisdiction has met the requirement to provide for performance goals, consistent with the jurisdiction’s goals established under 24 CFR 91.215(b)(2), by including HTF in its housing goals in the housing table on the SP-45 Goals and AP-20 Annual Goals and Objectives screens.

5. **Rehabilitation Standards.** The jurisdiction must establish rehabilitation standards for all HTF-assisted housing rehabilitation activities that set forth the requirements that the housing must meet upon project completion. The jurisdiction’s description of its standards must be in sufficient detail to determine the required rehabilitation work including methods and materials. The standards may refer to applicable codes or they may establish requirements that exceed the minimum requirements of the codes. The jurisdiction must attach its rehabilitation standards below. If the jurisdiction will not use HTF funds for the rehabilitation of housing, enter “N/A”.

In addition, the rehabilitation standards must address each of the following: health and safety; major systems; lead-based paint; accessibility; disaster mitigation (where relevant); state and local codes, ordinances, and zoning requirements; Uniform Physical Condition Standards; and Capital Needs Assessments (if applicable).

6. **Resale or Recapture Guidelines.** Below, the jurisdiction must enter (or attach) a description of the guidelines that will be used for resale or recapture of HTF funds when used to assist first-time homebuyers. If the jurisdiction will not use HTF funds to assist first-time homebuyers, enter “N/A”.

7. **HTF Affordable Homeownership Limits.** If the jurisdiction intends to use HTF funds for homebuyer assistance and does not use the HTF affordable homeownership limits for the area provided by HUD, it must determine 95 percent of the median area purchase price and set forth the information in accordance with §93.305. If the jurisdiction will not use HTF funds to assist first-time homebuyers, enter “N/A”.

8. **Limited Beneficiaries or Preferences.** Describe how the jurisdiction will limit the beneficiaries or give preferences to a particular segment of the extremely low- or very low-income population to serve unmet needs identified in its consolidated plan or annual action plan. If the jurisdiction will not limit the beneficiaries or give preferences to a particular segment of the extremely low- or very low-income population, enter “N/A.”

Any limitation or preference must not violate nondiscrimination requirements in § 93.350, and the jurisdiction must not limit or give preferences to students. The jurisdiction may permit rental housing owners to limit tenants or give a preference in accordance with § 93.303 only if such limitation or preference is described in the action plan.

9. **Refinancing of Existing Debt.** Enter or attach the jurisdiction’s refinancing guidelines below. The guidelines describe the conditions under which the jurisdiction will refinance existing rental housing project debt. The jurisdiction’s refinancing guidelines must, at minimum, demonstrate that rehabilitation is the primary eligible activity and ensure that this requirement is met by establishing a minimum level of rehabilitation per unit or a required ratio between rehabilitation and refinancing. If the jurisdiction will not refinance existing debt, enter “N/A.”

<TYPE=[section 9 end]>

**Discussion:**

None