



# Fourth Program Year CAPER The CPMP

Consolidated Annual Performance and Evaluation Report includes Narrative Responses to CAPER 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.

The grantee must submit an updated Financial Summary Report (PR26).

## GENERAL

### Executive Summary

During Fiscal Year 2008-2009, Program Year 34, the City of Independence adopted the following action plan, as amended; to expend funds received through the Department of Housing and Urban Development Community Development Block Grant and HOME programs on priority services and projects designed to benefit low-to-moderate income residents of Independence.

#### CDBG PROGRAM YEAR 34 (As Amended) FFY 2008-2009

CDBG	
Administration	
Administration	\$149,486.00
Economic Development	
Commercial Façade Program	\$ 21,000.00
Public Facilities/Infrastructure	
CSL Facility Improvement 404 N. Noland Rd	\$ 40,000.00
Truman Road Streetscape Improvement Yr 2	\$ 62,500.00
NWCDC Sr Nutrition Site	\$ 17,363.09
Housing	
Code Compliance	\$ 70,000.00
NW Independence Home Repair Program	\$133,833.00
Fairmount-Carlisle Home Investment Program	\$141,136.91
Public Services	
CAPA	\$ 5,215.00
Mother's Refuge – Night Security	\$ 5,000.00
Hope House – Food for Shelter	\$ 2,000.00
CSL – Emergency Assistance Program	\$ 13,500.00
CSL – Work Express Program	\$ 4,500.00
United Way Tax Prep Program	\$ 5,000.00
Palmer Sr Nutrition Site	\$ 35,963.09
Sunshine Center	\$ 5,500.00

Salvation Army Crossroads	\$ 13,800.00
Salvation Army Emergency Assistance	\$ 6,000.00
Community Mediation Center	\$ 1,500.00
Developing Potential Nurse	\$ 6,500.00
Boys and Girls Club Hawthorne Youth Program	\$ 5,000.00
Hillcrest Ministries Transitional Housing	\$ 10,000.00
<b>Total</b>	<b>\$754,797.09</b>

**CDBG-R**

Administration	
Administration	\$ 20,290.00
Public Facilities/Infrastructure	
Drumm Farm Swinney Hall Rehabilitation	\$ 52,564.00
Economic Development	
IBS Industries Maywood Redevelopment	\$ 130,052.00
<b>Total</b>	<b>\$ 202,906.00</b>

**HOME**

Administration	\$ 43,932.00
Com. Hsg Development Organization (CHDO)	\$ 65,898.00
5% CHDO Administration	\$ 21,966.30
First Time Home Buyers	\$ 220,000.00
Single & Multi-Family Housing Projects	\$ 287,529.70
<b>Total</b>	<b>\$ 639,326.00</b>
Source of Funds	
CDBG Entitlement Program Yr 34	\$ 747,434.00
CDBG-R Entitlement Program Yr 34	\$ 202,906.00
HOME Program Yr 34	\$ 439,326.00
CDBG Entitlement Program Yr 33	\$ 7,363.09
FTHB Unallocated Funds	\$ 200,000.00
<b>Total</b>	<b>\$1,597,029.09</b>

In addition to the Community Development Block Grant funds awarded in FY 2008, the City carried forward funds from all open projects started in previous years and planned for continuation or anticipated for completion in FY 2008.

**SUMMARY OF CDBG AND HOME RESOURCES**

The table below outlines the Consolidated Plan funding received by the City of Independence for the period of July 1, 2008-June 30, 2009. This table includes only new funds received and does not account for either unspent prior year funds or funds from prior years spent during the 2008-09 program year.

	<b>CDBG</b>	<b>HOME</b>	<b>CDBG-R</b>	<b>TOTAL</b>
<b>Total 08-09 \$ Received</b>	<b>747,434</b>	<b>439,326</b>	<b>202,906</b>	<b>1,389,666</b>
<b>Total Prior Year \$ Allocated</b>	<b>7,363</b>	<b>200,000</b>		<b>207,363</b>
<b>Total All Sources</b>	<b>754,797</b>	<b>639,326</b>	<b>202,906</b>	<b>1,597,029</b>

## SUMMARY OF CDBG AND HOME EXPENDITURES

The activities and accomplishments outlined in this document are based on the IDIS expenditures of Federal funding between July 1, 2008 and June 30, 2009 as outlined below. Funds expended during the program year include reallocated prior year funds and funds awarded to activities in prior program years that were not spent until the 2008-09 program year. As a result, funds expended do not equal funds received.

	<b>CDBG</b>	<b>HOME</b>	<b>TOTAL</b>
<b>Total Funds Expended</b>	<b>657,788</b>	<b>771,728</b>	<b>1,429,516</b>

## LEVERAGING OF FUNDS

Community Development Block Grant funds were leveraged with an additional estimated \$12,118,910 in other Federal, State, local & private funds to provide services and complete needed projects in the community.

ACCOMPLISHMENTS SUMMARY (see also attached Project Workbook for specific details related to beneficiaries served, geographic area of benefit, performance measurement and sources of funding utilized)

### **Housing Investment Plan Accomplishments:**

- ❑ Eight (8) households received housing rehabilitation assistance through the Fairmount-Carlisle Home Repair Grant Program including: individual property inspections, technical assistance, application and documentation processing, and project closeout resulting in twenty-five years of real estate property tax abatement for certain qualified rehabilitation projects, and enhanced stabilization of the Fairmount-Carlisle neighborhood.
- ❑ Seven (7) low-mod income households or fifty-four (54) low-mod individuals received emergency and minor home repairs through the Northwest Communities Development Corporation's housing rehabilitation program.
- ❑ Six thousand one hundred and thirty (6,130) property inspections or three thousand five hundred and forty-four (3,544) property maintenance code violations were abated within CDBG eligible low-mod income areas resulting in an area benefit of neighborhood stabilization through code compliance and a reduction in neighborhood blight.
- ❑ Seventy-two (72) households received down payment and/or closing cost assistance through the Independence First Time Home Buyers Program resulting in increased housing opportunities for qualified low income families city-wide, homeowner education for assisted individuals, and, in many cases, improvement of affordable housing stock a resultant effect of enforcement of the program's housing quality standard. This program resulted in private investments exceeding \$6 million.
- ❑ Two (2) Section 8 home buyers participated in the first time home buyer program. The City in partnership with the housing authority works to find ways that the Section 8 voucher holder can become a home owner. These deals are very challenging for both buyer and lender given that resources available are limited. We have been

successful with (2) buyers and look forward to increasing the number of participants in the next year.

- ❑ Four (4) affordable single-family houses were constructed for low income families with HOME funding assistance provided by the City to Truman Heritage Habitat for Humanity, resulting in increased housing opportunities for qualified families.
- ❑ One (1) substantial rehab was completed by the Northwest Communities Development Corporation CHDO and is currently for sale to a HOME qualified buyer.
- ❑ Three Trails Apartments completed their rehab of 12 units (4 HOME). This project is located across the street from one of the area high schools. Prior to the acquisition and rehab of the project, these apartments provided safe haven for sale and use of illegal drugs. The new owner/manager is working closely with the school and police department to insure that this project remains drug free and continues as a positive asset for the community.

#### **Community Development Accomplishments**

- ❑ One (1) completed and (3) substantially completed commercial façade rehabilitation projects resulted in building rehabilitation, new economic development opportunities and enhanced neighborhood sustainability for the Historic Independence Square commercial district and proposed National Historic Landmark District.
- ❑ Two (2) public facilities received assistance including the Community Services League for architectural and engineering needs related to relocation of its Independence facility, and the Fairmount Community Center for purchase of equipment required to operate its Senior Nutrition Site Program.
- ❑ Completion of streetscape improvements along Truman Road between Northern Boulevard and Home Avenue was accomplished resulting in improved safety and neighborhood amenities for pedestrians, shoppers and motorists. Completed improvements include new curbs, sidewalks with ADA ramps, street lighting, landscaping, benches, bike racks and trash receptacles.

#### **Public Service Accomplishments**

- ❑ Two hundred and sixty-seven (267) individuals were assisted in income tax preparation and free electronic filing, including the provision of a bank account by local bank partners to enable direct deposit of refund checks by the Greater Kansas City United Way. This program addressed the high price of tax preparation and rapid refund loans, as well as the un-bankability of many low-income families.
- ❑ Provided daily meals and snacks to Two hundred and fifty-five (255) individuals receiving shelter at Hope House Domestic Violence Shelter for Women and their Children.
- ❑ Sixty-four (64) homeless pregnant young women and their children were provided shelter and comprehensive services including through the Mother's Refuge program.

- Forty-four (44) people, comprising twenty-two (22) homeless families, graduated from the Hillcrest Ministries transitional housing program and were placed in permanent affordable housing situations.
- Two hundred and eleven (211) low income families and children with disabilities were provided with early childhood education, special education and childcare services by Sunshine Center.
- Five hundred and ninety-six (596) at risk individuals including children prenatal to age three were provided in-home education and case management services to prevent child abuse, strengthen families, and improve family functioning and healthy child development through the Child Abuse Prevention Association.
- Four thousand six hundred forty (4,640) low income clients were provided assistance through Community Service League's Helping Hands program which connects qualified applicants with social service initiatives such as I-Share, I-RAP, FEMA, Project Warmth, etc..
- Seven hundred and twenty-three (723) senior citizens were provided with nutritionally balanced meals, social integration, consumer and nutrition education, and miscellaneous social service assistance opportunities through the City Senior Nutrition program at the The Palmer Center.
- One thousand and forty-five (1,045) homeless persons and families were provided emergency shelter and meals through the Salvation Army Crossroads Shelter.
- Thirty (30) low-income individuals were given direct assistance through the Salvation Army Emergency Assistance program for rent or utilities on an emergency one time basis in order to retain/obtain permanent housing.
- Fifty-two (52) developmentally disabled young adults were assisted with daycare and medical evaluation by the Developing Potential Program.
- Ninety-nine (99) individuals were referred by law enforcement or school district officials and assisted with mediation services to prevent conflict or resolve neighborhood disputes in low income areas of Independence by the Community Mediation Center.
- Six hundred and thirty-two (632) youth at the Hawthorne Place & Leslie TEEN Centers were provided a positive, drug free nurturing environment and the opportunity to obtain employment training, assistance with job placement, and drug abuse resistance skills through the Boys and Girls Club Youth Program.

## General Questions

1. Assessment of the one-year goals and objectives:
  - a. Describe the accomplishments in attaining the goals and objectives for the reporting period.
  - b. Provide a breakdown of the CPD formula grant funds spent on grant activities for each goal and objective.

See the attached CPMP Project Workbook and Specific Objectives Tables for assessment of one-year goals and objectives including accomplishment data and a breakdown of CPD formula grant funds spent towards meeting goals and objectives.

2. Describe the manner in which the recipient would change its program as a result of its experiences.

As a result of its experiences during the 2008-2009 program year the City of Independence is pursuing the following program revisions:

- Economic instability, the current housing market, and changes in lending practices have made it difficult to spend recent allocations to the Fairmount Carlisle Home Investment Program due to the requirement for owner match participation. Consequentially the City plans to undertake reallocation of the largest portion of these funds to other community need during the 2009-2010 plan year. Reallocation will be accomplished through the required plan amendment process.

3. Affirmatively Furthering Fair Housing:
  - a. Provide a summary of impediments to fair housing choice.

As part of past Five Year Consolidated Planning Processes, the City had prepared and maintains an Analysis of Impediments to Fair Housing. The primary source of information for this analysis came from the Independence Consolidated Plan planning process, a previous Independence Comprehensive Housing Study, and the Mid-America Regional Council (MARC) Analysis of Impediments to Housing Choice in Metropolitan Kansas City. In the MARC analysis, a questionnaire was mailed to local community agencies and real estate agents asking what the most serious impediments to housing choice are. The results of that survey showed that regionally, resident housing preferences, accessibility to public transportation, and income status were the main impediments to housing choice in Independence. While no serious concerns have been raised, the racial mix of Independence's population, only 8.1% minority according to the 2000 census, suggests that procurement of housing may also be impeded by issues of discrimination, or the perception that there will be discrimination, based on race, color, religion, national origin, sex, family status, and disability.

- b. Identify actions taken to overcome effects of impediments identified.

### **2008-2009 Program Year Highlights**

### **Ongoing Efforts**

Activities carried out by the City on an ongoing basis to overcome the effects of these impediments include:

- The City continues to enforce a Public Accommodations and Fair Employment Ordinance designed to assure equal access to employment and to the equal enjoyment of public accommodations. The City also continues to enforce a Fair Housing Ordinance, which prohibits any person to refuse to rent or sell housing after receiving a bona fide good-faith offer. In addition, discrimination in advertising, showing, leasing, financing terms, conditions, and/or privileges are reinforced program and City-wide as violations of this law.
- The efforts of the City's Human Relations Commission are ongoing. The duties of the Commission are to foster mutual understanding and respect among all ethnic, racial and religious groups; to discourage and prevent discrimination against any such group, or discrimination due to gender, age, handicap, or familial status; and to cooperate with federal, state and municipal agencies and non-governmental organizations with the purpose of effectuating its aims. The primary goals of the Human Relations Commission are:
  - ❖ Helping the community appreciate it's diversity
  - ❖ Working to eliminate prejudice, and
  - ❖ Fostering improved relations

City Staff for the Commission investigates complaints and provides referrals to the Department of Housing and Urban Development and other appropriate agencies when complaints are found to have basis in fact. The Commission is available to make informational presentations to community agencies and groups. Items discussed during these presentations are: What fair housing is, who is protected under the law, and what action to take if the fair housing laws have been violated. City staff has worked with the Commission to publicize the Commission's function through distribution of brochures and the City website.

- The Citizens with Disabilities Advisory Board serves as a resource in preventing or eliminating discrimination against persons with disabilities. It receives, hears and investigates complaints of discrimination, and participates in establishing accessibility requirements. It also serves to foster understanding regarding the rights and needs of persons with disabilities.
- The City requires that landlords must provide all of their tenants with a "Landlord Tenant Guide". This guide provides a copy of the landlord tenant code to the landlord and the tenant and informs both parties of their rights and responsibilities concerning property maintenance, fair housing, evictions, etc. The Guide also contains Human Relations Commission and the Citizens with Disabilities Advisory Board phone numbers/contact persons and complaint forms, and phone

numbers for divisions at HUD and the State of Missouri which take fair housing complaints and disseminate fair housing information.

- ❑ The City provides programs and services to income-eligible participants on a nondiscriminatory basis. The City of Independence promotes Fair Housing and Affirmative Actions laws, and all agencies and sub-recipients that are provided City financial assistance are contractually required to comply with such laws. Special efforts are used to insure that areas of racial/ethnic minority concentration are informed of City programs and that these programs are offered on a non-discriminatory basis
- ❑ The City enforces codes which are uniformly applied regardless of race, creed, origin, age, family status, sex, or religion of property owners, residents, citizens, etc. These codes are designed to insure the health, safety, and welfare of the residents of Independence. This includes, but is not limited to, the City's recently adopted Unified Development Ordinance, the 2006 International Building Code, 2008 National Electrical Code, 2006 Uniform Plumbing Code, 2006 International Fire Code, 2006 International Mechanical code. These codes and regulations are not seen as an impediment to fair housing but rather ways of improving the quality of life for the citizens of Independence as provisions that insure the availability of a variety of decent, safe and sanitary housing choices.
- ❑ The City provides financial support to a number of non-profit agencies that provide housing related services and direct assistance to low and moderate income individuals and families. The services these organizations provide include: emergency shelter, direct monetary assistance for rent, utilities, information and referrals on affordable housing, temporary housing, Section 8 housing certificates and vouchers, and housing counseling.
- ❑ To reduce the barrier of access to resident housing preferences the City of Independence continues to work with regional cities to maintain [SocialServe.com](http://SocialServe.com), a rental housing data base for the metropolitan area that is free for the individual looking for rental housing and free for the landlord to advertise their properties. This data base shows the prospective renter a wide range of information about the unit including but not limited to: the location, the amount of rent charged, the estimated utility cost, the number of bedrooms/bathrooms, lease length, security deposit, school information, accessibility information, how close the unit is to public transportation, whether Section 8 vouchers are accepted, contact information, how long the unit has been on the market, and what kind of background checks are performed by the landlord. This information is updated on a regular, ongoing basis so that residents only contact landlords of units where vacancies exist. All HOME funded rental projects are required to register vacant units with the SocialServe.com service. Public housing authorities are required to provide Section 8 voucher recipients with lists of potential rental units. In the past, units on the list were not always vacant or available. Landlords were contacted numerous times regarding units even though a vacancy no longer

existed. The ease of accessing rental unit availability information on-line has helped significantly in efforts to remove barriers to housing preference.

- The City maintains up-to-date Fair Housing information on the City's website and makes available educational materials on Fair Housing in appropriate public locations.
- The City provides financial support and administrative assistance for first time homebuyers throughout Independence, and to certain neighborhood housing rehabilitation tax abatement programs in an effort to increase the amount and broaden the disbursement of quality of affordable housing, and to stabilize and enhance deteriorating neighborhoods that already house a large number of affordable units. There are currently three established Missouri 353 Urban Redevelopment Districts located within residential neighborhoods that are also CDBG eligible census tracts.
- During the 2008-09 Program Year the City of Independence adopted a new Unified Development Ordinance (UDO) to replace its existing outdated zoning and subdivision ordinances. Particular attention was placed on developing design guidelines and zoning districts that encourage housing choice and respect historical development patterns in the urban areas of Independence that are in need of reinvestment. A primary objective of the UDO is to encourage development and redevelopment of a variety of housing options throughout Independence, and to avoid placing undue hardship on developers, builders and owners of housing in the urban core wishing to reinvest.
- During the past several years the City of Independence has faced accelerating costs coupled with reductions in federal funding for operating the transit system. A citizen committee was convened in 2006 and again in 2008 to study and evaluate several cost saving options. Furthermore, the Committee was asked to make recommendations to the City Council along with anticipated impacts.

Kansas City Area Transit Authority (KCATA), the provider of transit services in Independence, reported that due to rising costs in fuel and other elements of transit service plus declining federal assistance, the City of Independence faced a 34% increase in the local contribution to transit services. This resulted in a funding gap of approximately \$318,000 in fiscal year 2008-09, assuming the current transit system remains in place.

The City was eligible for, and received a final year of funding through a grant program called *Congestion Mitigation and Air Quality (CMAQ)* totaling \$250,000. The City was also successful in receiving approximately \$175,000 for the subsequent fiscal year with a grant program called *Job Access Reverse Commute*. Unfortunately, these grant funding opportunities did not fill the funding gap completely and reductions in service were necessary in 2007 and again in 2009.

Public notification meetings were held to announce the service reductions. The first meeting occurred in 2007 at a location near a transit station. In this case, over 150 people attended the meeting. Due to the opinions stressed at this meeting, budget neutral adjustments were made to the system. It was necessary to make further service reductions in 2009 and public input meetings occurred in September 2008. Two meetings were scheduled near the new transit hub in downtown Independence. Approximately 400 persons attended the two meetings.

The Transit Planning Advisory Committee and City staff agree that the primary goals for transit service is to provide access to employment for residents, followed by access to services including healthcare and shopping. The Committee's recommendations to the City Council ensured that the service reductions were distributed equally across the entire system with the goal of limiting the impacts to those most dependent on the transit services.

4. Describe Other Actions in Strategic Plan or Action Plan taken to address obstacles to meeting underserved needs.

Obstacles to meeting underserved needs identified in the City's Five Year Strategic Plan and targeted in its 08-09 Action Plan can generally be described as 1) diminishing funding resources and 2) a lack of organizational capacity to effectively and efficiently deliver needs-based programs in balance with other community priorities and needs. Given the economic downturn, the availability of housing and community service dollars continues to be an issue. Although the City did benefit from slight increases in federal CDBG and HOME funding in 2008, the effectiveness of using these still limited dollars to meet underserved needs has been reduced by cuts in social service funding from the state and from private contributions; and by an increase in the level of individual needs as a result of economic challenges including the foreclosure crisis, unemployment rates, and rising healthcare and living expenses (ie utilities). City efforts towards meeting underserved needs in 2008 focused on more effective leveraging and targeting of limited resources by utilizing prioritization criteria established in its annual grant application, review and allocation process. In addition to providing direct financial assistance for the activities identified as priority during the consolidated planning process, the City worked to build community capacity towards the satisfaction of underserved needs through the following efforts:

- **Housing**—Applied for and received more than \$4.5 million from the State of Missouri Neighborhood Stabilization Program to mitigate the impact of the mortgage foreclosure crisis throughout Independence over the next four years.
- **Economic Development**—Applied for and received \$500,000 from the EPA Brownfield Job Training grant program to be administered in partnership with OAI, Inc. and the City of Kansas City to provide workforce training to unemployed and underemployed individuals over the next three years.

- **Homelessness**—The City has continued its efforts in meeting the underserved needs of the homeless population through participation in the Greater Kansas City Continuum of Care process. City Staff continues to participate in the regional meetings, grant process, and monitoring of the recipients’ of the Continuum of Care NOFA (approx. \$8.0 mil).
- **Supportive Services**--The City continued its support of applications by public and private social service agencies to expand support services to help meet underserved needs. The City provided CDBG funding for a variety of public service activities to create or expand services that target underserved needs within the community.

5. Leveraging Resources

- a. Identify progress in obtaining “other” public and private resources to address needs.

In addition to the leveraged funds mentioned above:

- The City continues to expand its Missouri 353 residential tax abatement programs to blighted neighborhoods in an effort to leverage reinvestment. Property owners making a minimum investment (determined by formula, on a case-by-case basis) in property improvements can earn 100% real property tax abatement for ten years, and 50% property tax abatement for the next fifteen years. The average private rehabilitation investment leveraged is projected to be \$12,500.
- The City received a \$105,802 in Homeless Challenge and Emergency Shelter Grant funds to pass through from the state of Missouri to area agencies to provide homeless services in our community.

- b. How Federal resources from HUD leveraged other public and private resources.

See Table: **Leveraged Funds for CDBG Sub-recipients 2008-09** on the following page for a detailed summary of how federal sources from HUD leveraged other public and private resources.

**Leveraged Funds for CDBG & HOME Includes both Prior Year and 2008-09 PY Funds**

	<b>CDBG/HOME Funds Expended during 08-09</b>	<b>Other Federal Funds</b>	<b>State or Local Gov. Funds</b>	<b>Other Resources (In-kind, foundation grants, etc.)</b>	
<b>ADMINISTRATION</b>	\$ 149,486.00		\$ 1,448.00		<b>ADMINISTRATION</b>
<b>COMMERCIAL FAÇADE PROGRAM</b>	\$ 64,151.33			\$ 64,151.33	<b>COMMERCIAL FAÇADE PROGRAM</b>
<b>CODE COMPLIANCE</b>	\$ 70,000.00			\$ 793,639.00	<b>CODE COMPLIANCE</b>
<b>Truman Rd Streetscape</b>	\$ 62,500.00				<b>Truman Rd Streetscape</b>
<b>CSL Facility Improvement</b>	\$ 40,000.00			\$ 69,861.61	<b>CSL Facility Improvement</b>
<b>NW INDEP HOME REPAIR</b>	\$ 133,833.00	\$ 40,251.00	\$ 50,000.00	\$ 72,000.00	<b>NW INDEP HOME REPAIR</b>
<b>FC Matching Tax Abatement</b>	\$ 158,500.00				<b>FC Matching Tax Abatement</b>
<b>CAPA</b>	\$ 5,215.00			\$ 144,000.00	<b>CAPA</b>
<b>MOTHERS REFUGE</b>	\$ 5,000.00	\$ 14,395.00	\$ 6,240.75		<b>MOTHERS REFUGE</b>
<b>PALMER SR NUTRITION SITE</b>	\$ 18,600.00		\$ 34,978.00	\$ 25,000.00	<b>PALMER SR NUTRITION SITE</b>
<b>NWCDC SR NUTRITION SITE</b>	\$ 10,000.00				<b>NWCDC SR NUTRITION SITE</b>
<b>CSL Work Express</b>	\$ 4,500.00				<b>CSL Work Express</b>
<b>CSL Self Sufficiency</b>	\$ 13,500.00	\$ 40,217.54	\$ 7,421.71	\$ 103,731.53	<b>CSL Self Sufficiency</b>
<b>Developing Potential</b>	\$ 6,500.00				<b>Developing Potential</b>
<b>SUNSHINE CENTER</b>	\$ 5,500.00	\$ 63,303.00	\$ 940,152.00	\$ 169,525.00	<b>SUNSHINE CENTER</b>
<b>HILLCREST MINISTRIES</b>	\$ 10,000.00	\$ 5,395.00			<b>HILLCREST MINISTRIES</b>
<b>SALVATION ARMY CROSSROADS</b>	\$ 13,800.00	\$ 12,694.00	\$ 9,186.00	\$ 50,000.00	<b>SALVATION ARMY CROSSROADS</b>
<b>SALVATION ARMY EMERGENCY ASSISTANCE</b>	\$ 6,000.00	\$ 12,000.00	\$ 8,150.00	\$ 29,300.00	<b>SALVATION ARMY EMERGENCY ASSISTANCE</b>

<b>BOYS AND GIRLS CLUBS</b>	\$ 5,000.00				<b>BOYS AND GIRLS CLUBS</b>
<b>Hope House Shelter Meals</b>	\$ 2,000.00			\$ 1,876.68	<b>Hope House Shelter Meals</b>
<b>Community Mediation Center</b>	\$ 1,500.00			\$ 7,465.00	<b>Community Mediation Center</b>
<b>United Way Tax Prep</b>	\$ 5,000.00	\$ 20,000.00			<b>United Way Tax Prep</b>
	\$ 747,434.00	\$ 208,255.54	\$ 1,057,576.46	\$ 1,466,398.82	

c. How matching requirements were satisfied.

See attached HOME Match Report HUD-40107-A to report on match contributions for the period covered by the Consolidated Plan program year

## **Managing the Process**

1. Describe actions taken during the last year to ensure compliance with program and comprehensive planning requirements.

The Community Development Department, the lead agency for the administration of the CDBG Program, ensures that all activities, programs and services meet National Objectives. Through the annual grant application review and allocation process, as well as, enforcement of the City's annual monitoring plan, measures are taken to make sure that clients being served are eligible, and that low to moderate income individuals, groups and areas qualify for federal assistance. All projects and activities are monitored and the reporting of all activities is filed and records kept. Finally, program staff is aided by the City's Finance Department and Purchasing Division providing for a checks-and-balances system for compliance measures related to the expenditure of Federal funding.

The Division of Housing & Neighborhood Development maintains records on who is served on the basis of income, race and ethnicity, family composition, and geographic locations and other variables for all programs. These records are used annually to prepare required performance reports to HUD and the City Council. These reports will track progress of different programs in obtaining the goals and objectives of the City's Consolidated Plan and evaluate progress in achieving stated goals and provide updates on various program activities. Sub-recipient beneficiary information is included in the attached GPR—PR03 report. The City uses simplified reporting requirements to track socio-economic data for beneficiaries. This will be used for all service providers to facilitate consistent tracking and coordination.

## **Citizen Participation**

1. Provide a summary of citizen comments.

A public notice was published in the Examiner Newspaper on September 11, 2009 inviting public comment regarding the City of Independence CAPER for Plan Year 34. During the following fifteen-day comment period, no written or other comments were received.

2. In addition, the performance report provided to citizens must identify the Federal funds made available for furthering the objectives of the Consolidated Plan. For each formula grant program, the grantee shall identify the total amount of funds available (including estimated program income), the total amount of funds committed during the reporting period, the total amount expended during the reporting period, and the geographic distribution and location of expenditures. Jurisdictions are encouraged to include maps in describing the geographic distribution and location of investment (including areas of minority concentration). The geographic distribution and expenditure requirement may also be satisfied by specifying the census tracts where expenditures were concentrated.

\*Please note that Citizen Comments and Responses may be included as additional files within the CPMP Tool.

**See Attached PR03, PR26 Report and Project Workbook for detail of funding amounts committed, funding amounts expended and geographic distribution and location of expenditures by census tract and/ or boundary description as applicable.**

## **Institutional Structure**

1. Describe actions taken during the last year to overcome gaps in institutional structures and enhance coordination.

The Community Development Department is the local agency responsible for implementation of the Community Development Block Grant and HOME Programs in the City of Independence. During FY 2008-09 the Community Development Department was challenged to overcome gaps in its own institutional structure due to continued staff vacancies within the CDBG and Redevelopment Planning programs. While staffing shortages did result in some minor project delays, Community Development staff continued, to the extent possible, in its ongoing efforts to build organizational capacity and to enhance coordination among agencies to the benefit of housing and community development interests in Independence. Specifically in 2008, Community Development staff worked to cross-train CDBG staff on the delivery of the City's HOME funded First Time Homebuyers Program and on IDIS maintenance of HOME funded activities. The Community Development Programs Specialist position now provides expanded supportive services to the HOME program, resulting in a significant improvement to program efficiency.

The City enjoys the cooperation of many local and regional public service agencies, neighborhood revitalization organizations and area housing providers who have a mutual interest in CDBG and HOME program goals and objectives. Throughout the program year City Staff met both corporately and on an individual basis with the following agencies and organizations in efforts to access community and regional needs and to enhance coordination of community projects and programs:

- ☐ Independence Housing Authority
- ☐ Northwest Communities Development Corporation
- ☐ Greater Kansas City Continuum of Care
- ☐ The Salvation Army
- ☐ Community Services League
- ☐ Truman Heritage Habitat For Humanity
- ☐ Independence Human Relations Commission
- ☐ Mid-America Regional Council
- ☐ Universal Design Housing Network
- ☐ Kansas City First Ring Suburbs Coalition
- ☐ Midtown/Truman Road Corridor Redevelopment Corporation
- ☐ Santa Fe Neighborhood Redevelopment Corporation
- ☐ Kansas City Neighborhood Alliance
- ☐ Kansas City Area Transit Authority
- ☐ Kansas City Mayor's Office on Disabilities
- ☐ Hope House

- Boys and Girls Club of Independence
- United Way of Greater Kansas City
- Kansas City Homeless Service Coalition

To the extent feasible, these organizations work together to improve program and service delivery and to reduce inefficiencies. The Community Development Programs staff provides technical guidance to its subrecipient agencies in the administration of CDBG and HOME program funds on an ongoing basis. This assistance generally includes training on regulatory compliance matters, strategic plan development, staff training assistance, and self-monitoring plans.

## **Monitoring**

1. Describe how and the frequency with which you monitored your activities.

During 2008-2009 the approach employed by the City of Independence Housing and Community Services Division with regard to the monitoring of grant activities was aimed at achieving the following:

- Ensuring that grant funded activities comply with federal and community regulations governing administrative, financial, and programmatic operations;
- Ensuring that, to the extent feasible, performance objectives are met within budget and on schedule; and,
- Identifying the need, if any, for providing or obtaining technical assistance

In 2008-2009 existing systems, standards and procedures were utilized to monitor those areas of program administration and regulatory compliance identified as integral to meeting the goals of the Consolidated Plan and program objectives. Generally, these areas include: 1) program performance review, which comprises national objectives, eligible activities, contract objectives, scope of work, contract schedule, and contract budget; 2) financial management practices, which comprises the accounting system and internal controls; 3) record keeping and reporting practices; 4) general management practices; and 5) non-discrimination compliance. (Refer to the current One-year Action Plan for a detailed explanation of the City's Monitoring Policy.)

Generally speaking, monitoring of program administration and regulatory compliance was accomplished in four different ways:

1. Site visits to view activities in progress;
2. Evaluation of draw request documentation;
3. Regular (monthly/quarterly/upon invoicing) reporting of accomplishments and progress;
4. Site visits for file audits (at least once annually).

Agencies were required to turn in monthly or quarterly reports, depending on the type of activity they were conducting. Reports were reviewed and clarifications requested, as needed.

Monitoring was concentrated on agencies that showed financial instability, new staffing in key positions, or incomplete documentation. Review of their financial records and/or files was accomplished.

Draw down requests were required to be accompanied by supporting documentation and are reviewed for accuracy, completeness, and contractor documentation, usually on a monthly basis.

Site visits and file audits were accomplished for all sub-recipient agencies.

2. Describe the results of your monitoring including any improvements. **See chart below.**

## CDBG MONITORING RESULTS, PROGRAM YR 34

### FFY 2008-2009

<b>ORD. 17009</b>		<b>Contract Period</b>	<b>Monitoring Schedule</b>	<b>Monitoring Results &amp; Corrective Action Taken</b>
<b>IDIS #</b>	<b>ADMIN</b>			
1142	CDBG Administration	7/1/07 - 6/30/08	City Self-Audit	On-going self-monitoring in accordance with adopted Monitoring Plan.
	<b>ECON DEV</b>			
	Commercial Façade Improvement Program	N/A	City Self-Audit	On-going self-monitoring in accordance with adopted Monitoring Plan.
	<b>HOUSING</b>			
944	Santa Fe Trail Neighborhood Tax Abatement	7/1/05 - 12/31/06	Project Closed	N/A
	Santa Fe Trail Neighborhood Tax Abatement	N/A	Declined Contract	N/A
1158	City Code Compliance	7/1/07 - 6/30/08	City Self-Audit	On-going in accordance with adopted Monitoring Plan, no issues identified.
956	NorthWest Communities Development Corporation Minor Home Repair Program	7/1/05 - 12/31/06	Project closed	N/A

1027	NorthWest Communities Development Corporation Minor Home Repair Program	12/1/06 12/31/07	-	Project Closed	Staff change and training issues resulted in low productivity for this program. Meeting held with sub-recipient to address dismissal of housing staff position and replacement options resulted in many of CPD Staff issues being addressed.
1172	NorthWest Communities Development Corporation Minor Home Repair Program	12/1/07 12/31/08	-	4/10/08	On-going in accordance with adopted Monitoring Plan. Low productivity identified during monitoring of monthly invoicing indicates need for further investigation.
1170	Fairmount Carlisle Home Repair Program	7/1/07 6/30/08	-	City Self-Audit	On-going self-monitoring in accordance with adopted Monitoring Plan.

	<b>PUBLIC FACILITIES &amp; INFRASTRUCTURE</b>				
943	Winner Rd Project	N/A		City Self-Audit	On-going in accordance with adopted Monitoring Plan, no issues identified.
942	Pacific Street Project	N/A		City Self-Audit	On-going in accordance with adopted Monitoring Plan, no issues identified.
1018	Lion's Club Young School Community Service Center				On-going in accordance with adopted Monitoring Plan, no issues identified.
1028	Sidewalk Replacement	N/A		City Self-Audit	On-going in accordance with adopted Monitoring Plan, no issues identified.
	Community Services League Property Acquisition				On-going in accordance with adopted Monitoring Plan, no issues identified.

	<b>PUBLIC SERVICES</b>				
1143	CAPA	7/1/07	-	4/28/09	On-going in accordance with adopted Monitoring

		6/30/08			Plan, no issues identified.
1144	Mother's Refuge	7/1/07 6/30/08	-	12/17/08	On-going in accordance with adopted Monitoring Plan, no issues identified.
1149	Palmer Senior Nutrition Site	7/1/07 6/30/08	-	11/18/08	On-going in accordance with adopted Monitoring Plan, no issues identified.
1145	NWCDC Senior Nutrition Site	7/1/07 6/30/08	-	2/13/09	On-going in accordance with adopted Monitoring Plan, no issues identified.
1147	CSL Self Sufficiency Program	7/1/07 6/30/08	-	3/26/09	On-going in accordance with adopted Monitoring Plan, no issues identified.
1154	Developing Potential Nurse Program	7/1/07 6/30/08	-	4/29/09	On-going in accordance with adopted Monitoring Plan, no issues identified.
1150	Sunshine Center Daycare	7/1/07 6/30/08	-	2/19/09	On-going in accordance with adopted Monitoring Plan, no issues identified.
1156	Hillcrest Ministries	7/1/07 6/30/08	-		On-going in accordance with adopted Monitoring Plan, no issues identified.
1151	Salvation Army Crossroads Shelter	7/1/07 6/30/08	-	2/20/09	On-going in accordance with adopted Monitoring Plan, no issues identified.
1152	Salvation Army Emergency Assistance Program	7/1/07 6/30/08	-	2/20/09	On-going in accordance with adopted Monitoring Plan, no issues identified.
1155	Boys and Girls Clubs Hawthorne Youth Program	7/1/07 6/30/08	-	5/5/09	On-going in accordance with adopted Monitoring Plan, no issues identified.
1146	Hope House Shelter Meals	7/1/07 6/30/08	-	4/23/09	On-going in accordance with adopted Monitoring Plan, no issues identified.
1153	Community Mediation Center	7/1/07 6/30/08	-		Action Plan established to promote increased referrals for services.
1140	CSL Work Express Program	7/1/07 6/30/08	-	3/26/09	On-going in accordance with adopted Monitoring Plan, no issues identified.
1148	United Way Tax Prep	7/1/07 6/30/08	-		

## Lead-based Paint

1. Describe actions taken during the last year to evaluate and reduce lead-based paint hazards.

Steps that were taken to evaluate and reduce lead based paint hazards include:

- ❑ Distributing Lead Hazard brochures to all First Time Home Buyers upon application to the program
- ❑ Distributing Lead Hazard information within the City's Landlord/Tenant Guide to all residential landlords and renters in Independence (Distribution of the City's Landlord/Tenant Guide to new renters is mandated by ordinance and the City's Landlord Licensing program.)
- ❑ As appropriate, requiring public service and housing rehab sub-recipient agencies to provide information concerning lead hazards to their beneficiaries
- ❑ Maintaining two CDBG and HOME program staff persons trained regarding the implementation of the new Lead Based Paint Rule; and implementation of the rule in conjunction with all CDBG and HOME funded rehabilitation projects, as required.
- ❑ Maintaining Maternal Child Health staff through the City Health Department who are dedicated to a variety of activities and programs that affect the health, safety, and well being of mothers, children, and adolescents including lead poisoning prevention
- ❑ City administration of a supplemental grant from the state of Missouri Childhood Lead Poisoning Prevention Program for lead poisoning prevention education. With these funds the City purchased project materials for parents & children to do together, and distributed these materials along with brochures, coloring books, & freebies provided by the state at community health fairs and education forums held throughout the program year.
- ❑ City CDBG funding assistance to the Northwest Communities Development Corporation Workforce Development Program, resulting in 26 trained students certified to remediate lead, asbestos and other hazardous materials hazards. Additionally, these students provided lead assessment and abatement services through a hand-on training program to two HOME funded residential rehab projects.

## HOUSING

### Housing Needs

\*Please also refer to the Housing Needs Table in the Needs.xls workbook.

1. Describe Actions taken during the last year to foster and maintain affordable housing.

In 2008-09 the City allocated approximately 46% of the total Community Development Block Grant funds allocated for housing related activities. CDBG Funded programs include: The Northwest Communities Development Corporation (NWCDC) NW Independence Home Repair Program, the Fairmount-Carlisle Home Investment Program, and the City of Independence Code Compliance Program. (See attached Project

Workbook and Specific Objectives Table for individual program descriptions and accomplishment data.)

The City now has three low-mod income neighborhoods, including the CDBG assisted Fairmount-Carlisle Neighborhood, where property tax abatement is available to residents/businesses who make improvements to their property. If the property owner makes a minimum investment of \$3,500-5,000 in improvements (must eliminate health and safety issues first) then they will receive 100% property tax abatement for ten years and 50% property tax abatement for the next fifteen years. This abatement may be passed on to a new owner if the property is sold. All rehabilitation programs funded through the City may be used in meeting the minimum threshold for receiving the tax abatement benefit.

The City supported one Community Development Corporation during 2008-2009. The Northwest Communities Development Corporation (NWCDC) continues to partner with the Independence Police Department to implement a Weed and Seed Grant in northwest Independence. The NWCDC operates an "Action Center" in the Fairmount Business District. The Action Center serves as a neighborhood center for dissemination of information regarding activities and services as well as a satellite office for Community Policing officers and Property Maintenance officers. The NWCDC also operates a neighborhood community center complete with a computer lab, senior lunch program, and exercise classes.

See also: 2008-09 CDBG & HOME Affordable Housing Investments Map on the following page, P. 3-4 for summary detail of CDBG Housing Plan Investment performance, and P. 25-27 for accomplishments of HOME Program investments in development of affordable housing.



## **Public Housing Strategy**

1. Describe actions taken during the last year to improve public housing and resident initiatives.

The City of Independence continues to support the Independence Housing Authority (IHA) to improve the management and operation of public housing and the quality of life for residents. During 2008 and 2009, with City assistance, the improvements needed to qualify the Pleasant Heights multi-family elderly/disabled facility for the Independence Police Department's Crime Free Multi Housing program were completed. The agency's Southview Manor development already qualified for Crime-Free status.

The City and the IHA, in partnership, are in the planning stages for installation of adequate street and private lighting needed to meet the Crime-Free program's security lighting standards at the Hocker Heights development. Once completed in 2010, all three of the IHA's properties will qualify for the Crime-Free certification. The IHA and its residents will benefit from additional support services provided by the City Police Department by ensuring a minimum level of security is available for residents, including adequate security lighting, video cameras and door locking systems. The IHA works on an ongoing basis to encourage resident involvement in the operation and management of public housing through participation in resident advisory board initiatives, tenant councils and the annual agency planning process.

The IHA renovated 14 of the Hocker Heights apartments in the first 6 months of 2009 and will be renovating 18 more during late 2009 and early 2010. That will leave only 30 of the development's 139 apartments to be renovated in the future, when additional capital funding is available.

Early in 2009 the IHA embarked on a new program to purchase vacant foreclosed homes, renovate them to meet City Code and re-sell the affordable homes to lower-income families, preferably first-time home buyers. The program allows either outright purchase or a 12-month lease-to-purchase option. The leasing option allows families more time to secure mortgage funding to make the purchase. The price of each home is "locked in" when the lease starts. Thus far four vacant homes have been purchased, with one scheduled for re-sale closing in November 2009 and two leased with the purchase option. Proceeds from property sales will be used to purchase and rehab more properties.

## **Barriers to Affordable Housing**

1. Describe actions taken during the last year to eliminate barriers to affordable housing.

CAPER Barriers to Affordable Housing response:

- The City provides financial support and administrative assistance for certain neighborhood housing rehabilitation tax abatement programs in an effort to increase the amount and quality of affordable housing and to stabilize

deteriorating neighborhoods. There are three established Missouri 353 Urban Redevelopment Districts located within residential neighborhoods that are also CDBG eligible census tracts. In 2008-09 the City expanded the Fairmount-Carlisle 353 Redevelopment Area to include an additional 4000+ properties in northwest Independence. This program offers residential and commercial tax abatement for qualified property rehabilitations in conjunction with planned redevelopment of low-mod income residential areas and neighborhood commercial districts

- During the 2006-07 Program Year the City of Independence joined HUD's new Task Force for Removal of Regulatory Barriers to Affordable Housing. One of the first objectives established by the City upon joining this task force was to undertake the drafting of a new Unified Development Ordinance (UDO) to replace its outdated zoning and subdivision ordinances. Particular attention was placed on developing design guidelines and zoning districts that respect the urban areas of Independence and avoid placing development regulations that are applicable only to new development while disregarding the traditional development patterns of western Independence. This was accomplished during the past Program Year.

### **HOME/ American Dream Down Payment Initiative (ADDI)**

1. Assessment of Relationship of HOME Funds to Goals and Objectives
  - a. Evaluate progress made toward meeting goals for providing affordable housing using HOME funds, including the number and types of households served.
2. HOME Match Report
  - a. Use HOME Match Report HUD-40107-A to report on match contributions for the period covered by the Consolidated Plan program year.
3. HOME MBE and WBE Report
  - a. Use Part III of HUD Form 40107 to report contracts and subcontracts with Minority Business Enterprises (MBEs) and Women's Business Enterprises (WBEs).
4. Assessments
  - a. Detail results of on-site inspections of rental housing.
  - b. Describe the HOME jurisdiction's affirmative marketing actions.
  - c. Describe outreach to minority and women owned businesses.

Response:

1. HOME funds have been used for the development of three project areas in FY 2008/2009. These included the City's First Time Home Buyer Program (FTHB), multi-family housing rehabilitation, and housing developed by the CHDO's (Northwest Communities Development Corporation and Truman Heritage Habitat for Humanity).

The FTHB program continues to be very successful. This year 67 first time homebuyers participated in the program. Average home price was in the mid to lower 80s, primarily a result of the economic downturn and the depreciation of housing values in the area. This is well below the median price in the MSA which indicates that affordable housing is still available in Independence. Buyer's assistance was between \$3,000-\$5,000. The City is also working with the Housing Authority of Independence with their home ownership program using Section 8 Vouchers with the first participant closing on her new home in August of 2008. HOME funds are used for down payment and closing costs assistance.

Multi-family rehabilitation consisted of one project, Three Trails Apartments LLC. This project involved (2) six-plexes that had deteriorated to a point that they were no longer attracting high quality renters. The property was foreclosed on by the lender and purchased by a local developer. This project is located across the street from one of our high schools and the City felt that a rehabilitation to reverse the 30 years of neglect was appropriate. This project was completed and will be a stabilizing fixture in the neighborhood.

Truman Heritage Habitat for Humanity continues to build new housing, primarily focusing in northwest Independence. Habitat projects focus on families with incomes of 30-50% of the area median. During this period four Habitat houses were completed and sold. The City is very pleased with the response that Habitat has made to our concerns with regard to design, making efforts to increase the sizes of the front porches, provide outside storage units, and vary the design from house to house so that when completed the final product looks as if it belongs in the neighborhood and is not just another affordable house. The City is also very excited about their willingness to begin building homes with basements; these four units represent the new design with basements.

Northwest Communities Development Corporation (NWCDC) has been a CHDO for several years. This summer they completed their third substantial rehab of a home in the northwest area of the City. This home is currently for sale to a HOME eligible buyer.

The NWCDC continues to work on the North Ash Street project with a focus on developing partnerships with Habitat and private developers for the construction of new housing. This will also be the site of several substantial rehabs and a Neighborhood Improvement District for sidewalks and gutters for the area. The plans are coming together and when completed this project will represent a substantial investment of both public and private funding. New home construction has begun with a ground breaking for the first of several Habitat homes. The project (now called Norledge Place) represents about 25 parcels of land in the first phase. This will be a mixed income development with new and rehabbed single family homes.

2. See Attached HOME Match Report
3. No minority contractors to report.

4. This year on-site monitoring inspections were completed on Projects #353 (Sterling Ave. Apartments) and #807 (Patriot Place Apartments). #1169 (Three Trails Apartments), and #555 (Maple Avenue Apartments). For the most part projects are very well managed with no findings or concerns. All properties are rented to capacity with average turnover. Waiting lists are maintained for Three Trails and Patriot Place. The City has not received any complaints from the tenants. Sterling Avenue and Maple Avenue are tax credit projects and managed by the developer. Many of the residents living in these units moved in when the properties were rehabbed which means they have been there for almost 10 years in some cases.

## HOMELESS

### Homeless Needs

\*Please also refer to the Homeless Needs Table in the Needs.xls workbook.

1. Identify actions taken to address needs of homeless persons.
2. Identify actions to help homeless persons make the transition to permanent housing and independent living.
3. Identify new Federal resources obtained from Homeless SuperNOFA.

Independence is not unlike any other medium sized city with its share of homeless individuals and families. In response to the needs of this fragile population the City provided funds to assist homeless shelters for emergency, transitional, domestic violence, and homeless pregnant teens, and to Hillcrest Ministries Transitional Housing Program. The City also helped promote awareness of the needs of this population by actively, both publicly and privately, supporting the efforts to raise funds and gather resources for these organizations. The City helps to promote the interaction of the schools with the service agencies as our population of homeless tends to be families with children more than the chronic homeless individuals.

The City of Independence actively participates in the Greater Kansas City Continuum of Care. Over 60 agencies meet monthly to explore ways that the homeless population in the metro-area can best be served. Homeless service providers in Independence are active participants in the organization and realized that because of our close proximity to Kansas City that service needs tend to be broader than just one city. The development of the needs assessment and drafting of Section 1 of the Continuum of Care for the SuperNOFA application is handled through the Homeless Services Coalition. Project rankings are established by a community panel of which Independence is represented. Currently, participants in the Greater Kansas City Continuum are awarded over \$7.5 million. More information on HSC can be obtained by going to this link: <http://www.hscgkc.org/index.html>

Additionally, the City served as a pass-through for State of Missouri Homeless Challenge and Emergency Shelter Grant funding. The following tables detail the accomplishments of Independence agencies funded through these programs:

<b>Comprehensive Mental Health Services Inc.</b>				
<b>GATEWAY Homeless/Addictions Recovery Program</b>				
<b>Homeless Challenge</b>				
<b>2008 ROMA Report</b>				
<b>Service Area</b>	<b>Need Identified</b>	<b>Goals and Outcomes</b>	<b>Description of Outcomes</b>	<b>Goals Met</b>
Housing	Homelessness	Number of nights of shelter provided.	Temporary living space provided for homelessness individuals	224 Bed nights provided to 8 individuals
		Households move from cultural isolation to involvement with their cultural community.	Resource for shelter for adults with addictions &/or mental illness	Each individual was provided with an evaluation, diagnosed with an addictions &/or mental illness and was homeless
		Low income people, especially vulnerable populations, achieve their potential by strengthening family and other supportive systems.	Provide bio-psychosocial skills to enhance integration into the community	Each individual was engaged in the daily regimen related to daily living, treatment and education, including life skills, vocational, housing and support assistance which were effected by the individual's addictions &/or mental illness
			Stable housing is obtained	Each homeless individual transitioned into stable housing
<b>Mother's Refuge</b>				
<b>Pregnant Teen Shelter Program</b>				
<b>Homeless Challenge Program</b>				
<b>2008 ROMA Report</b>				
<b>Service Area</b>	<b>Need Identified</b>	<b>Goals and Outcomes</b>	<b>Description of Outcomes</b>	<b>Goals Met</b>
Housing	Homelessness	Number of nights of shelter provided.	Temporary living space provided for homelessness pregnant teens.	2,359 Bed nights provided to pregnant teens and their children.
				Each individual was provided with an evaluation, and a "life plan" was established with the resident's input on he goals and objective.
<b>Hope House, Inc.</b>				
<b>Homeless Challenge Program</b>				
<b>October 1, 2007 - September 30, 2008</b>				
<b>ROMA Report</b>				
<b>Service Area</b>	<b>Need</b>	<b>Goals and Outcomes</b>	<b>Method Used to Measure Outcomes</b>	<b>Result</b>
Housing	Temporary, emergency shelter for women and their children rendered homeless due to domestic violence.	Low-income people, especially vulnerable populations, achieve their potential by strengthening family and other supportive systems.	Number of bednights of safe shelter provided.	1,860 bednights of shelter were provided to 55 women and 43 children.
		Women in emergency shelter are safe.	Increase in feelings of safety after entering shelter and completion of safety plan.	28/42 women or 62% reported increased feelings of safety after 24 hours in shelter. 22/30 women or 73% reported increased feelings of safety after one week in shelter. 39/42 women or 93% developed safety plans.
			Basic needs met.	42/42 women or 100% reported that their basic needs and those of their children were met after 24 hours in shelter. 32/32 women or 100% reported that their basic needs and those of their children were met after one week in shelter.
		Women in emergency shelter are empowered to make positive choices about their housing and self-sufficiency needs.	Progress toward or completion of set housing and self-sufficiency goals.	22 women set housing goals. 17/22 women or 77% made progress toward or achieved their housing goals. 23 women set self-sufficiency goals. 19/23 women or 83% made progress toward or achieved their self-sufficiency goals.

\*Client outcomes are not analyzed until clients exit shelter. As such, outcomes are pending for 10 women who remain in shelter.

MISSOURI FAMILY SUPPORT DIVISION  
 EMERGENCY SHELTER GRANT PROGRAM  
 FY2008 – DATA COLLECTION SURVEY FOR ESG ACTIVITIES

<b>Applicant:</b> City of Independence, Mo		<b>Date:</b> 4/22/08	
<b>Information Should be Provided ONLY ON ESGP Services for the ESGP Contract Period April 1, 2008 - March 31, 2009</b>			
<b>Category</b>	<b>Corresponding Activity Data Required</b>		
Rehabilitation/Conversion/Renovation	A, C		
Operations	A, C		
Essential Supportive Services	A, C (Residential) B, C (Non-Residential)	<b>DATA Collected at time of Application</b>	<b>DATA Collected at time of Closeout</b>
Prevention	B, C		
<b>Activity</b>	<b>Outcome Indicators</b>	<b>PROPOSED</b>	<b>ACTUAL</b>
<b>A. Emergency and/or Transitional Shelters</b>	<b>Annual number of persons served</b>		
	a. Adults	1569	
	b. Children	686	
	c. Total	2268	
	<b>Annual Individual/Single Households</b>		
	a. Unaccompanied 18 and Over Males	428	
	b. Unaccompanied 18 and Over Females	403	
	c. Unaccompanied under 18 Males		
	d. Unaccompanied under 18 Females	10	
	<b>Annual Family Households with Children Headed by...</b>		
	a. Single 18 and Over Males	112	
	b. Single 18 and Over Females	265	
	c. Single under 18 Males		
	d. Single under 18 Females	13	
	e. Two Parent 18 and over	42	
	f. Two Parents Under 18		
	<b>Annual Family Households with No Children</b>		
	a. Family Household With No children	7	
	<b>Annual Number of Persons Served for Each Subpopulation (May include overlapping numbers/duplicate persons.)</b>		
	a. Chronically Homeless (Emergency Shelter Only)	168	
	b. Severely Mentally Ill	187	
	c. Chronic Substance Abuse	687	
	d. Other Disability	110	
	e. Veterans	25	
	f. Persons With HIV/AIDS	25	
	g. Victims of Domestic Violence	565	
	h. Elderly	75	
	<b>Actual Number Served in Emergency or Transitional Shelters by facility type</b>		
	a. Barracks		
	b. Group/Large House	550	
	d. Scattered Site Apartment	60	
e. Single Family Detached House			
f. Single Room Occupancy	12		
g. Mobile Home/Trailer			
h. Hotel/Motel			
Other (Describe _____)	23		

**Applicant:**

City of Independence. Mo

**Date: 4/22/08**

**Information Should be Provided ONLY ON ESGP Services for the ESGP Contract Period April 1, 2008 - March 31, 2009**

		DATA Collected at time of Application		DATA Collected at time of Closeout	
<b>B. Non-Residential Services</b>	<b>Annual number of persons served</b>				
	a. Adults	373			
	b. Children	65			
	c. Total	438			
	<b>Annual Homeless Prevention Indicators</b>				
	a. Households that received emergency financial assistance to prevent homelessness	239			
	b. Households that received emergency legal assistance to prevent homelessness	5			
<b>C. Ethnicity and Race</b>  This total should be the same as the total annual number of persons served from Part A.	<b>Annual number of persons served</b>	<b>PROPOSED TOTAL</b>	<b>PROPOSED HISPANIC/LATINO</b>	<b>ACTUAL TOTAL</b>	<b>ACTUAL HISPANIC/LATINO</b>
	a. White	1441	100		
	b. Black/African American	803			
	c. Asian	15			
	d. American Indian/Alaskan Native	16			
	e. Native Hawaiian/Other Pacific Islander	15			
	f. American Indian/Alaskan Native & White	7			
	g. Asian & White	6			
	h. Black/African American & White	67			
	i. American Indian/Alaskan Native & Black African American				
	j. Other Multi-Racial	73	10		

## Specific Homeless Prevention Elements

1. Identify actions taken to prevent homelessness.

See the Greater Kansas City Continuum of Care's annual report at the following website:

<http://www.hscgkc.org/index.html>

## Emergency Shelter Grants (ESG)

**Not Applicable**

## COMMUNITY DEVELOPMENT

### Community Development

\*Please also refer to the Community Development Table in the Needs.xls workbook.

1. Assessment of Relationship of CDBG Funds to Goals and Objectives
  - a. Assess use of CDBG funds in relation to the priorities, needs, goals, and specific objectives in the Consolidated Plan, particularly the highest priority activities.
  - b. Evaluate progress made toward meeting goals for providing affordable housing using CDBG funds, including the number and types of households served.
  - c. Indicate the extent to which CDBG funds were used for activities that benefited extremely low-income, low-income, and moderate-income persons.

See: Project Workbook, Specific Objectives Tables and attached PRO3 CDBG Summary Activities Report

2. Changes in Program Objectives
  - a. Identify the nature of and the reasons for any changes in program objectives and how the jurisdiction would change its program as a result of its experiences.

In conjunction with the City of Independence Citizen Participation Plan, any substantial change to a project scope or funding amount is processed as an amendment to the Annual Action Plan and follows the public notification process outlined in the plan. The following amendment(s) to the 2008-09 Action Plan were approved:

- ☐ Amendment No. 1—reallocated \$17,393 from the Fairmount Carlisle Home Repair Program to the Palmer Sr. Nutrition Program, and allocated \$200,000 in previously unallocated HOME Program funds to the City's First-Time Homebuyers and Single/Multi Family Housing Development Programs.

Funds were reallocated from the Fairmount Carlisle Home Repair Program to the Palmer Sr. Nutrition Program, in order to compensate for a portion of a funding shortfall that will take place in the Nutrition Program's 2009-10 operating

budget. This short fall is the result of a reduction in the federal Older Americans Act grant funding the Palmer program receives through MARC. This one-time allocation from CDBG was made possible as a result of a prior minor amendment to the CDBG allocation plan involving a transfer of funds from the NWCDC Nutrition Program, a public service project, to the NWCDC's St. Ann's School renovation, a public facilities improvement. This transfer of funds created an allowance in the Public Service category, which is restricted to a maximum of 15% of the City's CDBG allocations, making it possible to further fund the Palmer Sr. Nutrition Program. It was recommended that the needed funds be reallocated from the Fairmount Carlisle Home Repair Program, a City program that had an excess of funds resulting from the recent economic downturn's effect on the ability of property owners to meet the matching funds requirement.

The HOME Program allocation represented monies that had been returned back to the City by First Time Home Buyers who did not fulfill the obligation to own and occupy their home for 5 years. These funds were available for allocation to new HOME eligible projects. This amendment allowed for \$100,000 be used to assist new first time home buyers and \$100,000 be made available for single family/multi-family housing development.

- Amendment No. 2-- In keeping with the intended utilization of ARRA funds, the City processed a substantial amendment to allocate a total of \$202,906 in CDBG-R funding to stimulus activities that will benefit the low and moderate income community through job creation and economic development. Activities recommended for funding included:

Public Facilities:

Andrew Drumm Institute Swinney Hall Restoration - \$ 52,564

Economic Development:

IBS Industries, Maywood Redevelopment Project - \$130,052

Administration:

10% Administrative Allowance: \$ 20,290

The Drumm Farm project calls for stabilization and rehabilitation of the historic Swinney Hall. CDBG Funds will be used to pay for installation of new windows, guttering and downspouts. The larger project includes installation of a new roof, extensive masonry repair and reconstruction of the building's original porches. The project will provide hands on training for the Brownfield Workforce Development Program who will be performing required hazardous materials remediation and installation of window units. 67 construction jobs will be created including 25 Job Training Candidates receiving hands-on vocational training. The requested funding is 16% of the total project cost, and the remainder has either been received in the form of donations or will be raised through the sale of remaining Missouri Youth Opportunity Program tax credits. The Drumm Board of Trustees has committed to begin construction within 30-45 days of receiving the requested CDBG grant award.

The IBS Industries project calls for redevelopment of the former Knights of Pythias building in Maywood. The project includes acquisition and complete rehabilitation and renovation of existing structures into mixed use retail, office and housing. In addition to the construction jobs created as a result of planned renovations, 19 permanent positions are anticipated to be created by IBS in conjunction with a new retail space they have planned to serve the Maywood area. Permanent jobs created by IBS will include 15 positions for low-moderate income disabled citizens and 4 non disabled workers. It is anticipated that additional jobs will be created through occupancy of adjacent retail space that will be made available as a result of the larger redevelopment project. The total project is expected to be greater than \$1 million with 13% coming from CDBG-R. The remainder will be funded through loans and contracts with Jackson County. Initial construction will begin in the fall with completion anticipated for Spring 2010.

Up to 10% of the allocation (\$20,290) can be utilized for program administration such as financial and program monitoring and reporting.

3. Assessment of Efforts in Carrying Out Planned Actions
  - a. Indicate how grantee pursued all resources indicated in the Consolidated Plan.
  - b. Indicate how grantee provided certifications of consistency in a fair and impartial manner.
  - c. Indicate how grantee did not hinder Consolidated Plan implementation by action or willful inaction.

The City of Independence pursued all available resources outlined in the Consolidated Plan. All proposed activities were either completed within the program year, or are substantially planned or underway.

The City of Independence, at the recommendation of Consolidated Plan program staff, issued Certificates of consistency for all projects demonstrating compliance with the provisions of the City's 2005-2010 Consolidated Action Plan, the City's Comprehensive Plan, and the City's adopted design guidelines for multi-family affordable housing.

During the 2008-09 program year, the City of Independence made every effort to implement the Consolidated Plan in accordance with HUD regulatory requirements and timeliness expectations.

4. For Funds Not Used for National Objectives
  - a. Indicate how use of CDBG funds did not meet national objectives.
  - b. Indicate how did not comply with overall benefit certification.

Grantee funds were used exclusively for the three national objectives and met with the overall benefit requirements as demonstrated in the attached PR03 and PR26 reports.

5. Anti-displacement and Relocation – for activities that involve acquisition, rehabilitation or demolition of occupied real property
  - a. Describe steps actually taken to minimize the amount of displacement resulting from the CDBG-assisted activities.
  - b. Describe steps taken to identify households, businesses, farms or nonprofit organizations who occupied properties subject to the Uniform Relocation Act or Section 104(d) of the Housing and Community Development Act of 1974, as amended, and whether or not they were displaced, and the nature of their needs and preferences.
  - c. Describe steps taken to ensure the timely issuance of information notices to displaced households, businesses, farms, or nonprofit organizations.

CDBG-assisted activities during the 2008-2009 Program Year involving rehabilitation of occupied real property were limited to those undertaken by the Commercial Façade Improvement Program, the Northwest Communities Development Corporation's Emergency and Minor Home Repair Program, and the Fairmount-Carlisle Home Repair Program. There were no CDBG-assisted activities involving acquisition or demolition in the 2008-09 Program Year.

Displacement concerns with regard to the above mentioned activities were minimal, as detailed in the following:

Commercial Façade Improvement Program (CFIP)—during the 2008-2009 program year, CDBG assisted four private property owners with rehabilitation of commercial building facades located within the Independence Square historic commercial center. In accordance with the CFIP program guidelines, CDBG assistance on these projects is limited to the funding of exterior maintenance, rehabilitation and façade enhancements and improvements. With the program's limitation to exterior improvements it is not necessary, nor required, for building occupants to move from real property, or to move personal property from real property, as a direct result of the CDBG-assisted rehabilitation. Steps taken to eliminate the need for displacement of tenants include: owner coordination of construction activities with tenants in order to prevent/minimize interruption of services and business operations, and safety precautions taken by contractors (at a minimum, as provided for by City Code) to provide for pedestrian and customer protection from possible construction-related hazards.

Northwest Communities Development Corporation's (NWCDC) Emergency and Minor Home Repair Program and the Fairmount-Carlisle Home Repair Program—during the 2008-09 program year, CDBG provided assistance in completion of fifteen (15) minor home repair rehabilitation projects by the NWCDC & Fairmount-Carlisle programs. In accordance with both programs' guidelines, CDBG assistance on these projects is limited to the funding of minor maintenance and emergency home repair needs on owner-occupied dwellings, usually, but not restricted to, roof replacements, furnace replacements, and porch and foundation repairs. With the limitations in service provided by this program, it is not necessary, nor required, for occupants to move from real property, or to move personal property from real property, as a direct result of the CDBG-assisted rehabilitation. Steps taken to eliminate any need for

displacement of owner-occupants during rehabilitation include: coordination of construction activities with occupants in order to prevent/minimize interruption of residency or displacement of personal belongings, and requirements for safe work practices to be taken by contractors in order to provide for resident protection from possible construction-related hazards. When required, projects involving potential lead hazards are conducted in accordance with the Lead-safe Housing Rule. During the 2008-2009 program year, there were no projects completed by this program that involved treatment of lead hazards resulting in the need for displacement or relocation of occupants.

6. Low/Mod Job Activities – for economic development activities undertaken where jobs were made available but not taken by low- or moderate-income persons
  - a. Describe actions taken by grantee and businesses to ensure first consideration was or will be given to low/mod persons.
  - b. List by job title of all the permanent jobs created/retained and those that were made available to low/mod persons.
  - c. If any of jobs claimed as being available to low/mod persons require special skill, work experience, or education, provide a description of steps being taken or that will be taken to provide such skills, experience, or education.

No Economic Development job creation activities were undertaken during 2008-09.

7. Low/Mod Limited Clientele Activities – for activities not falling within one of the categories of presumed limited clientele low and moderate income benefit
  - a. Describe how the nature, location, or other information demonstrates the activities benefit a limited clientele at least 51% of whom are low- and moderate-income.

The City requires that income documentation is maintained by subrecipients for L/M Limited Clientele Activities not satisfying “presumed limited clientele” criteria.

8. Program income received
  - a. Detail the amount of program income reported that was returned to each individual revolving fund, e.g., housing rehabilitation, economic development, or other type of revolving fund.
  - b. Detail the amount repaid on each float-funded activity.
  - c. Detail all other loan repayments broken down by the categories of housing rehabilitation, economic development, or other.
  - d. Detail the amount of income received from the sale of property by parcel.

Not Applicable. No program income received.

9. Prior period adjustments – where reimbursement was made this reporting period for expenditures (made in previous reporting periods) that have been disallowed, provide the following information:
  - a. The activity name and number as shown in IDIS;
  - b. The program year(s) in which the expenditure(s) for the disallowed activity(ies) was reported;
  - c. The amount returned to line-of-credit or program account; and

- d. Total amount to be reimbursed and the time period over which the reimbursement is to be made, if the reimbursement is made with multi-year payments.

Not Applicable. No disallowed activities to report on.

10. Loans and other receivables

- a. List the principal balance for each float-funded activity outstanding as of the end of the reporting period and the date(s) by which the funds are expected to be received.
- b. List the total number of other loans outstanding and the principal balance owed as of the end of the reporting period.
- c. List separately the total number of outstanding loans that are deferred or forgivable, the principal balance owed as of the end of the reporting period, and the terms of the deferral or forgiveness.
- d. Detail the total number and amount of loans made with CDBG funds that have gone into default and for which the balance was forgiven or written off during the reporting period.
- e. Provide a List of the parcels of property owned by the grantee or its subrecipients that have been acquired or improved using CDBG funds and that are available for sale as of the end of the reporting period.

Not Applicable.

11. Lump sum agreements

- a. Provide the name of the financial institution.
- b. Provide the date the funds were deposited.
- c. Provide the date the use of funds commenced.
- d. Provide the percentage of funds disbursed within 180 days of deposit in the institution.

Not Applicable. Independence does not currently utilized lump-sum agreements.

12. Housing Rehabilitation – for each type of rehabilitation program for which projects/units were reported as completed during the program year

- a. Identify the type of program and number of projects/units completed for each program.
- b. Provide the total CDBG funds involved in the program.
- c. Detail other public and private funds involved in the project.

See attached project workbook and Leveraged Funds for CDBG & HOME table (p. 12-13)

13. Neighborhood Revitalization Strategies – for grantees that have HUD-approved neighborhood revitalization strategies

- a. Describe progress against benchmarks for the program year. For grantees with Federally-designated EZs or ECs that received HUD approval for a neighborhood revitalization strategy, reports that are required as part of the EZ/EC process shall suffice for purposes of reporting progress.

Not Applicable. Independence does not have a HUD-approved neighborhood revitalization strategy.

## **Antipoverty Strategy**

1. Describe actions taken during the last year to reduce the number of persons living below the poverty level.

The City's goal is to reduce poverty by 5% during the next five years and to support and encourage other agencies to work towards the reduction of poverty. The City makes every effort to coordinate implementation of its existing affordable housing programs – First Time Home Buyer Program, HOME multi and single family housing development and Emergency and Minor Home Repair Programs– with social service agencies involved in providing housing services to populations that are below the poverty line and the very low and low income populations. This coordination is designed to provide housing to those persons that are known to be or might be threatened with poverty. During the 2008-09 year the City partnered with entities of the City (public, private, and non-profit) to fund projects that will help to accomplish the City's goal of reducing poverty by 5% during the next five years. The public service programs detailed in the attached Project Workbook and Specific Objectives Tables were awarded funded, in part, because of their potential to contribute to the goal of poverty reduction. Please refer to these attachments for detailed project descriptions and summaries of program accomplishments.

## **NON-HOMELESS SPECIAL NEEDS**

### **Non-homeless Special Needs**

\*Please also refer to the Non-homeless Special Needs Table in the Needs.xls workbook.

1. Identify actions taken to address special needs of persons that are not homeless but require supportive housing, (including persons with HIV/AIDS and their families).

No supportive housing development activity to report. In 2008-09, the Non-homeless special needs population was supported through assistance provided to the community public service agencies described above and in the attached Project Workbook and Specific Objectives Tables.

### **Specific HOPWA Objectives**

Not Applicable