

CITY OF BATTLE CREEK

2014-15 Consolidated Annual Performance Evaluation Report (CAPER)



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Second Program Year CAPER

The CPMP Second 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

This module is optional but encouraged. If you choose to complete it, provide a brief overview that includes major initiatives and highlights that were proposed and executed throughout the year.

The City of Battle Creek focused its 2014-15 CDBG and HOME program funds on arresting decline in targeted areas within low- and moderate-income (LMI) neighborhoods; providing assistance to homeowners and homebuyers through housing rehab programs; and furthering its Fair Housing goals as identified in the 2013 Analysis of Impediments to Fair Housing. Funded programs/activities included: Community Action's (CA) major home repair program, Neighborhoods Inc. of Battle Creek's (NIBC) acquisition/development/resale and home buyer assistance program, the City's minor home repair program, targeted code enforcement, a demolition program, a street repair project, fair housing testing and education, neighborhood planning, and program administration. All but one program met or exceeded its yearly goals, as laid out in the City's 2014-15 Annual Action Plan.

Highlights from the 2014-15 program year include:

- The City and the Calhoun County Land Bank Authority (CCLBA) applied to the Michigan State Housing Development Authority (MSHDA) for \$264,000 of reallocated NSP2 funds resulting in the demolition of 26 blighted properties in LMI neighborhoods by the CCLBA. Another \$750,000 was applied for and awarded in early 2015 to complete 2 single family rehab projects and 25 additional demolitions.
- The City, MSHDA and the CCLBA collaborated on a Target Market Analysis (TMA) for housing development in Albion and downtown Battle Creek. The TMA was completed in February, 2015 by Zimmerman/Volk Associates and determined that between 375 and 455 new rental and for-sale dwelling units could be constructed, or created through adaptive re-use of existing buildings, and absorbed in the downtown and adjacent neighborhoods over the next five years. This represents a much needed opportunity to diversify incomes, improve housing stock, and increase density in these areas.
- The City continued to implement its minor home repair program. This year the program completed more projects (62) and expended more funds (\$504,988) than any previous year of this Consolidated Planning cycle.
- City code officers inspected and registered 600 rental properties and 213 vacant & abandoned buildings in CDBG target areas.
- BC Vision, a major community economic development initiative championed by The Kellogg Company, the W.K. Kellogg Foundation, the City, local school districts, and a

broad cross section of local employers, organizations, and foundations launched in 2014 with the goal of increasing jobs, improving worker readiness, and creating a culture of vitality in Battle Creek. Analysis and goals from the first year have been incorporated into this plan, but the BC Vision Community Economic Development Plan will not be created until later in 2015. Future action plans and progress reports will be incorporated into the Consolidated Plan process and will report on the progress of the BC Vision process.

- Homeless initiatives occurring during the program year included the continuing work of implementing the 10 Year Plan to End Chronic Homelessness; the annual homeless Point In Time (PIT) count held in January; the continuing implementation and updating of data in the Homeless Management Information System (HMIS); the participation of the Community Development Supervisor to the Housing Solutions Board; the continued implementation of the MSHDA funded chronic homelessness initiative; the annual homeless health fair held in November of each year, and the annual American Veterans Stand Down.
- City Community Development Staff developed the 2015-2019 Consolidated Plan and 2015-16 Annual Action Plan. More than a dozen Consolidated Planning Workshops and public hearings were held for the purpose of identifying housing and community development needs and identifying strategies to address those needs. Along with those workshops, City staff conducted fifty (50) consultations with agency and community leaders, and distributed a survey online and via water bills resulting 1,179 responses. A document summarizing the findings of this community engagement effort, the 2014 Public Engagement Report, is available as a stand-alone document on the City's website www.battlecreekmi.gov.
- Community Development staff increased capacity for community development planning and to administer programs:
 - Staff completed Impact Academy, an 8 month training and coaching program funded by the Kellogg Foundation geared towards helping organizations enhance the impact of their work through more intentional use of data and learning processes to improve strategy and implementation.
 - Staff attended Building HOME training
 - Hired a consultant to work with city staff to build its capacity to underwrite rental rehab projects, and develop tools and a delivery system for providing subsidies for rental unit development.
- The City of Battle Creek Police Department received a Byrne Criminal Justice Innovation grant to target hot spots of crime and to plan/implement a place-based, community-oriented policing strategy to address crime in CDBG target areas. Community Development staff participated as members of an advisory group to resident leaders and the Police Department. In 2015, data and priorities from this planning process were used in applications to the Michigan Land Bank's Hardest Hit fund resulting in the award of \$250,000 for demolitions in CDBG target areas where blight is contributing to resident concerns about public safety.

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.**

c. If applicable, explain why progress was not made towards meeting the goals and objectives.

During the 2014-15 program year the following Objectives and Outcomes were anticipated:

Objectives:

- Improve the quality of affordable rental housing.
- Improve the quality of owner housing.
- Increase the availability of affordable owner housing.
- Increase the number of homeless persons moving into permanent housing.
- End chronic homelessness.
- Improve access to affordable rental housing.
- Improve economic opportunities for low-income persons.
- Improve access to affordable owner housing.
- Increase range of housing options and related services for persons with special needs.

Outcomes / Accomplishments:

- Compliance with CDBG and HOME regulations
- Preparation of the Five Year Consolidated Plan, Annual Action Plan and Comprehensive Annual Performance Evaluation Report
- Suitable living environment through sustainability
- Efficient administration of programs
- Sustainability of decent housing
- Suitable living environment through accessibility
- Suitable living environment through affordability
- Availability of decent housing
- Affordability of decent housing

During the reporting period it was anticipated that 65 housing units would be rehabilitated or created. At the close of the reporting period, 66 houses had been rehabilitated with assistance from CDBG and HOME funding.

As represented by the table on page 4 and the information presented throughout this report, the City of Battle Creek is addressing the housing, economic and homeless needs of our community. While CPD formula grant funds largely focus on the improving housing and living environment outcomes, the full range of objectives and outcomes is supported through leveraged resources and collaborative efforts with community partners. 100% of the services provided by CDBG and HOME funds go to address the needs of low- and moderate-income persons.

The following eligible activity types are shown as a "High Priority" in the City's 2010-2014 Five Year Consolidated Plan:

Community Development:

- Clearance and Demolition
- Code Enforcement
- Homeless Facilities
- Child Care Facilities
- Street Improvements
- Sidewalks

Housing and Homelessness:

- Rental Assistance
- Acquisition of Existing Owner Units
- Housing Rehabilitation
- Homeownership Assistance
- Emergency Shelter
- Transitional Housing

Economic Development:

- Micro Enterprise
- Job Creation

Public Services:

- Legal Services
- Youth Services
- Transportation
- Health Services
- Crime Awareness
- Literacy

Many of the Community Development and Housing and Homelessness priorities were supported directly with CDBG and/or HOME funds. Other high priority items were supported in the first three years of the consolidated plan via public service grants or are currently supported through various programs being implemented by community partners.

The following table lists the anticipated accomplishments of the CDBG and HOME funded programs along with actual accomplishments and total funds expended during the reporting period. Indicated goals are based on the level of service as determined after actual program funding amounts were set and reflect the level of service called for in the executed contracts with each agency, for each program. These goals are also reflected in HUD's computerized tracking system, the Integrated Disbursement and Information System (IDIS).

Organization	Program	Funds allocated	Funds expended	Goal for 2014-15	Actual for 2014-15
City of Battle Creek	Minor Home Repair	\$375,283	\$504,988	60 housing units	62 housing units
Community Action Agency	HOME – Home owner rehab	\$142,500	\$112,352	4 housing units	4 housing units
Neighborhoods, Inc.	HOME – Acq./ Dev./ Resale	\$115,000	\$0	1 housing unit	0 housing units

The Code Enforcement Program (\$253,625 expended during the reporting period) and the Streets Reconstruction Program (\$100,000 expended) are designed to provide a Low/Moderate-income area benefit (LMA). The areas served by this program are predominately low- to moderate- income areas based on census tract data.

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

The City made a number of changes to programming in 2014-15 and anticipates further changes in 2015-16. These changes are the result of reductions in funding and the need to further prioritize available funds; changes in neighborhood conditions as the economic recovery from the housing crisis matures; changes in resident priorities expressed during

the citizen engagement; and new implementation methods derived from experiences and analysis. These include the following:

- More holistic solutions for seniors in need of minor home repairs and chore services to enable them to sustain themselves in their current housing long-term. City staff is working with the Area Agency on Aging, the County Senior Millage, Habitat for Humanity and others to coordinate referrals and services to seniors.
- As part of this effort, a need for better coordination with other housing providers in providing wheel chair ramps and other accessibility modifications to owner occupied housing has been identified.
- Vacant buildings and the prevalence of older deteriorating housing stock are a serious issue in many Battle Creek neighborhoods and threaten the viability of housing programs the City has funded in the past. The City continues to explore ways in which the City can “scale up” efforts to address these problems, including options for an urban homesteading.
- The Target Market Analysis – suggests we should be more active in and around our downtown with the creation of new rental housing.
- In 2015-16 the City will be offering Tennant Based Rental Assistance as a result of consultations with area agencies and analysis of Census data that showed thousands of renter households struggling to afford housing costs.

3. Affirmatively Furthering Fair Housing:

- a. Provide a summary of impediments to fair housing choice.**
- b. Identify actions taken to overcome effects of impediments identified.**

The City of Battle Creek completed an Analysis of Impediments to Fair Housing Choice (AI) in 2013. The AI was completed by McKenna Associates.

The 2013 AI identified the following nine (9) impediments to fair housing choice in Battle Creek:

1. Unequal socioeconomics by neighborhood limits access to housing, jobs, services, and transportation options with some protected classes concentrated in lower performing neighborhoods.
2. Residents are unable to find suitable housing for every life stage or income level within the same neighborhood, forcing residents to move from their neighborhood to a new neighborhood.
3. Large swaths of the city feature homogeneous housing options, creating neighborhoods that are not responsive to changes in the housing market.
4. Advertisement pictures feature predominantly white realtors and/or models of prospective buyers in real estate ads. The absence of pictures of minority realtors or buyer models can indicate to a potential buyer that only whites are welcome.
5. Increased lending standards since the 2008 recession prevent many would-be buyers from the entering the owner housing market.
6. A review of available policies and discussion with Community Development staff reveals that while the City has an active policy for reporting and receiving housing discrimination complaints, it may be under-utilized.
7. Substandard rental housing units in minority census tracts.
8. Credit issues that limit financing options and the ability to qualify for a loan.
9. A review of discrimination complaints and fair housing testing indicates the city may have instances of housing discrimination based on familial-status.
10. There is strong evidence of segregation based on race and ethnicity, as well as signs of resegregation in parts of some NPC's that are transitioning.

Below is a description of various programs and activities that assisted in efforts to address the above impediments to fair housing choice during the 2014-15 program year:

- The City procured the services of the Fair Housing Center of Southwest Michigan for the purpose of doing fair housing testing, education, and providing technical assistance with the maintenance and implementation of the City's Fair Housing Action Plan.
- 30 Fair Housing Tests conducted to between May 1, 2014 and April 30, 2014.
- Of the 30 Tests, 15 resulted in differences in treatment
- One complaint case opened based on familial & racial status and five complaint cases opened based on disability status.
- 4 Fair Housing Trainings, attended by 37 people.
- Based on the results of fair housing testing, two systemic investigations were initiated in May 2015 through a contract with the Fair Housing Center of Southwest Michigan:
 - A real estate sales investigation to assess the quality of information, the locations, and the potential for steering based on race.
 - An individual investors in rental properties investigation to assess the availability of units, and the quality of information provided people of color.
- Fair housing brochure, designed to educate the public about their rights, responsibilities, and the process for reporting fair housing violations was disseminated to renters and landlords through the City's rental registration program.
- City Code Compliance, Inspections, Planning, and Community Development office and field staff are trained on identifying fair housing issues and making fair housing referrals.
- Community Action and Neighborhoods, Inc., both CDBG and/or HOME funded agencies, offer financial fitness classes as part of their housing and/or other programs.
- Hands On Battle Creek administers a 211 Call Center in which virtually all agencies operating with Calhoun County, and all CDBG and HOME funded agencies participate.
- The Battle Creek Housing Commission administers the use of rent vouchers and has not reported any client issues.
- The City's code compliance program successfully registered 1,070 rental properties in Battle Creek in 2014-15 (600 in CDBG target areas), greatly improving rental conditions in minority census tracts.
- The City promotes development and redevelopment in mixed-income clusters in culturally and racially diverse neighborhoods to decrease the likelihood that protected classes would be re-segregated in new parts of town.

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

The 2014-15 Action Plan lists the primary obstacles to meeting underserved needs as the lack of financial resources, lack of employment opportunities, lack of coordination of community efforts, and lack of capacity amongst some service providers.

During the program year the City took the following actions to address these obstacles:

- The City continues to increase its engagement with the Homeless Coalition, committing 10 hours a week of staff time to the Coalition for one year for the purpose of facilitating an organizational assessment of the coalition and reviewing

and updating its 10 year plan to end homelessness. Other examples of increased engagement include hosting a networking lunch during HUD's All Grantee meeting for local coalition members to meet with HUD and MSHDA representatives as well as partner organizations from neighboring coalitions; and participating in a rental task force that is successfully building relationships and addressing issues between landlords and local service providers.

- 100% of the City's federal entitlement funds were committed to meeting underserved needs.
- The City took advantage of Place-making trainings offered by the Michigan Economic Development Corporation (MEDC) and the Michigan State Housing Development Authority (MSHDA) in MAY, 2015 to train NPC members and City Staff on Place-making. This is in preparation for the creation of neighborhood level place plans as well as the master planning process that is beginning in Sept. 2015.
- Community Development staff continue to emphasize the importance of planning to stretch resources and improve their impact. Examples of this include the work with the Police Department, the Urban League, Neighborhood Planning Councils, and others on the Byrne Criminal Justice Innovation Grant; the coordination work with senior service agencies and the City's Minor Home Repair program; the sharing of data from the City's citizen engagement process with community groups and local agencies; and the partnering with MSHDA, the CCLBA, and the City of Albion to complete a Target Market Analysis to identify opportunities for new housing development that support goals from the City's Consolidated Plan.
- The City applied for and was accepted into the MEDC's Redevelopment Ready Program, a state-wide certification program that provides assistance to cities by helping them establish innovative redevelopment strategies, efficient processes which build confidence among businesses and developers, and a solid foundation where development can occur.

5. Leveraging Resources

- a. Identify progress in obtaining "other" public and private resources to address needs.**
- b. How Federal resources from HUD leveraged other public and private resources.**
- c. How matching requirements were satisfied.**

A great deal of money was used in this community that was not HUD money. This includes dollars received by the Battle Creek Housing Commission, Neighborhoods Inc., Community Action Agency, and Summit Pointe. The actual amount of funds received and the accomplishments are also described in the Housing Needs section on pages 17 through 22.

The City and the Calhoun County Land Bank Authority (CCLBA) applied to the Michigan State Housing Development Authority (MSHDA) for \$264,000 of reallocated NSP2 funds resulting in the demolition of 26 blighted properties in LMI neighborhoods by the CCLBA. Another \$750,000 was applied for and awarded in early 2015 to complete 2 single family rehab projects and 25 additional demolitions.

The City received \$250,000 in May, 2015 from the Michigan Land Bank's Hardest Hit Fund to demolish 15 blighted properties in resident identified hot-spots in low- and moderate-income (LMI) neighborhoods.

Other public and private resources used to address community development needs include:

- \$45,497 used for emergency shelter and food programs distributed by FEMA through the National United Way Board.
- \$110,000 for emergency services—administered by Community Action, funded by United Way
- \$65,000 for family services—administered by Salvation Army, funded by United Way
- \$250,000 Emergency Assistance Fund for referrals from 211

The HOME Program requires all non-administration and non-capacity building funds spent to be matched with non-federal resources. The program's level of match is set at 25%. Attached (in Appendix E) is the HUD form HUD-40107-A which is the HOME Match Report. This Report notes the source and amount of match the City has recorded for the reporting period. The city did not record match for the reporting period. The city's match obligation is met by carrying surplus match funds from previous years forward. Match for the City has predominantly been acquired in the past through the donation of residential properties which are rehabilitated and used to provide housing for low to moderate income homebuyers. Match has also been acquired through the donation of labor in the rehabilitation of these homes.

The City has made acquiring new sources for match a priority and in the past year made changes to its HOME grant application increasing the points awarded for providing match. Changes were also made to quarterly reports to make reporting and discussions related the match more prominent.

Managing the Process

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

Community Development staff utilize several methods to ensure compliance with program and comprehensive planning requirements. These methods include, but are not limited to:

- Community Development staff modified or created new policies to comply with all changes in the HOME final rule by required deadlines.
- Community Development staff revised a number of documents used to manage sub-recipient programs including the grant application and quarterly reports. Hired Consultant to assist with the development of rental rehab proforma and documents and to improve staff capacity to do underwriting of rental rehab projects.
- Sub-recipient and Community Development Housing Organization (CHDO) monitoring.
- Review and approval of Quarterly Reports and Payment Vouchers submitted by sub-recipients and our CHDO.
- The provision of technical assistance to all new sub-recipients and CHDOs at least once a year formally and one on one if requested, or if determined to be necessary.
- Arranging meetings and training for new agency staff members as agencies deal with staff turnover.
- Implementation of HUD mandated requirements with regard to reporting performance measurements, using the CPMP tool for report preparation and keeping abreast of changes in the Integrated Disbursement and Information System (IDIS).
- Implementing changes, as needed, based on HUD – Community Planning and Development Notices and updates.

- Staff training made available through HUD, such as the Certified HOME Program Specialist training, Performance Measurement Training, IDIS training and environmental review training. Attended Building HOME in Nov 2014.
- Attending training opportunities made available through the Michigan Community Development Association and the Michigan State Housing Development Authority. Such training opportunities have included sessions on CDBG, HOME, NSP1, NSP2 and CHDO development and management, and Section 3 regulations.
- Adhering to the requirements of the City's Citizen Participation Plan.
- Training of new Community Development staff members hired as a result of staff turnover.
- Following an established grant application process with agencies and organizations seeking CDBG and HOME program funding.
- Executing and monitoring detailed CDBG Sub-recipient Agreements and Home Contracts.

Citizen Participation

1. Provide a summary of citizen comments.
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.

Citizen participation leading to the preparation of the 2014-15 Annual Action Plan occurred through a public hearing on the City's housing and community development needs held on February 4, 2014.

The Draft Annual Action Plan was made available for public review and comment for 30 days from March 11, 2014 to April 9, 2014. Per the City's Citizen Participation Plan, copies of the Plan were made available at the following locations: the Community Development Division (Commerce Pointe) and the Willard Public Library (Downtown Branch). It was also made available electronically on the City's website.

No comments were received by the Community Development Department during the thirty-day comment period.

A public hearing on the CDBG and HOME program budgets and proposed use of funds for the 2014-15 program year was held at the Battle Creek City Commission meeting on March 4, 2014.

The citizen comments received at these public hearings are as follows:

February 4, 2014 – Public Hearing on Community Housing and Community Development Needs for the 2014-15 Program Year. Comments:

- David Moore stated this service is needed by lower income residents.
- Robert Ashley, 24 LaSalle, expressed his concerns that so many City sidewalks have not been cleared, stating this is making it very difficult for people without vehicles to get around.

March 4, 2014 – Public Hearing on the proposed use of funds for the 2014-15 program year. Comments:

- Robert Ashley, 24 La Salle, questioned the \$115,000 funded to NIBC for the HOME acquisition and rehab program, asking if the program was successful, or still in place.
- David Moore, 102 Taylor, requested additional information regarding this grant program.

April 1, 2014 – Public Hearing for the 2014-15 Annual Action Plan. Comments:

- David Moore, 102 Taylor, stated this program was a necessity to help lower income residents make repairs to their homes, expressing his hope there were more grant funds.

On September 2, 2014 a Public Hearing was held for this CAPER. Comments: To Be Included in Final Draft.

In the fall 2014, as part of the 2015-2019 Consolidated Plan planning process, the City of Battle Creek Community Development Department conducted 50 consultations with community leaders, distributed a survey to the community (1,179 responses), and held 10 public meetings to gather public input.

- Consultations (50 total) were conducted with service providers, agency leaders, community leaders, and local funders—groups that play providing, supporting, or deciding roles when it comes to addressing community needs.
- Public Meetings (10 total) were held during regular meetings of the City's eight Neighborhood Planning Council meetings; a participant's meeting at the SHARE Center, a drop in day center for homeless people; and a community-wide evening forum co-hosted by Project 20/20. Over 235 people participated in the 10 public meetings and 310 comments were recorded. The majority of the data collected is from the perspective of people experiencing the needs first hand.
- Survey Respondents (1,179 total) shared their perspective of the needs in their community. The survey was offered online and distributed via water bills and asked respondents to prioritize program activities and answer an open-ended question about improving their neighborhood—590 open ended responses were received. The demographics and priorities expressed in the surveys are presented in the first half of this report.

City staff and community partners from the Beacon Community Initiative, BC Pulse and Project 20/20 analyzed the data and open-ended responses from both the surveys and the public meetings. The findings of this citizen engagement work is detailed in the 2014 Public Engagement Report which is included in Appendix J.

Federal funds which were available and committed for furthering the objectives of the Consolidated Plan during the 2014-15 Program Year included:

CDBG	1,139,897 Full Federal Allocation (2014-15)
CDBG	\$43,725 Program Income
HOME Investment Partnership	\$255,276 Full Federal Allocation (2014-15)

The geographic distribution of funds used for rehabilitation programs is City-wide while continuing to serve only low- to moderate-income clients. With that said, a majority of funds are expended in the City's low- to moderate-income neighborhoods, which include (by Neighborhood Planning Council): NPC #1 Post/Franklin; NPC #2 Washington Heights; NPC #3 Coburn/Roosevelt/Wilson; NPC #4 Fremont/McKinley; and, NPC #5 Urbandale.

More specifically, most programming, including the street reconstruction project and all CDBG code activities occur within targeted neighborhood that have been identified as at risk of decline. Maps are provided in Appendix H to identify the location of the above NPC's, funding target areas, areas of minority concentrations, and areas of low/moderate income concentrations.

During the Program year a total of \$1,163,566 in CDBG funds and \$112,351 in HOME funds were expended.

Institutional Structure

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

The City of Battle Creek continues to improve, and expand on, its collaborative efforts. Efforts are made to fill gaps identified through Consolidated Planning Workshop sessions, outreach sessions with citizen groups, meetings of local collaborative bodies and consultations with sub-recipients and other service organizations with similar missions. Staff will continue to identify and reach out to agencies and organizations that may be key partners in addressing the needs of low and moderate income persons within Battle Creek.

- Community Development staff are involved with the Battle Creek Area Homeless Coalition, The Coordinating Council, the Housing Solutions Board and various other boards and committees. As required, staff also continues to meet with many agencies in the community and provide technical assistance for those in need.
- The City and the Calhoun County Land Bank Authority (CCLBA) continue to collaborate on housing and neighborhood development activities including the application and award of over \$1 million of reallocated NSP2 funds to demolish or redevelop blighted properties in LMI neighborhoods in 2015.
- The City is partnered with the Calhoun County Land Bank Authority, MSHDA, and the City of Albion to have target market studies done of housing areas in and around each city's downtown.
- Community Development staff assisted with the Battle Creek Police Department's successful application for a Byrne Criminal Justice Innovation grant. The focus of the grant to target hot spots of crime and to plan/implement a place-based, community-oriented policing strategy to address crime in CDBG target areas. Community Development staff also participated as members of an advisory group to resident leaders and the Police Department. In 2015, data and priorities from this planning process were used in applications to the Michigan Land Bank's Hardest Hit fund

resulting in the award of \$250,000 for demolitions in CDBG target areas where blight is contributing to resident concerns about public safety.

- City staff participated in BC Vision, a major community economic development initiative championed by The Kellogg Company, the W.K. Kellogg Foundation, the City, local school districts, and a broad cross section of local employers, organizations, and foundations.

Monitoring

1. Describe how and the frequency with which you monitored your activities.
2. Describe the results of your monitoring including any improvements.
3. Self Evaluation
 - a. Describe the effect programs have in solving neighborhood and community problems.
 - b. Describe progress in meeting priority needs and specific objectives and help make community's vision of the future a reality.
 - c. Describe how you provided decent housing and a suitable living environment and expanded economic opportunity principally for low and moderate-income persons.
 - d. Indicate any activities falling behind schedule.
 - e. Describe how activities and strategies made an impact on identified needs.
 - f. Identify indicators that would best describe the results.
 - g. Identify barriers that had a negative impact on fulfilling the strategies and overall vision.
 - h. Identify whether major goals are on target and discuss reasons for those that are not on target.
 - i. Identify any adjustments or improvements to strategies and activities that might meet your needs more effectively.

The City uses one sub-recipient organization and one Community Development Housing Organization (CHDO) to perform housing development and housing rehabilitation activities. Monitoring of the sub-recipient and the CHDO, is an ongoing process that includes many components.

During the 2014-15 program year, City staff conducted a desk and on-site monitoring of each activity funded with CDBG/HOME funds. Each monitoring included a review of program files, a review of procurement procedures, audit review, program progress, on-site visits of rehabilitation projects, interviews with program staff and an overall look at their compliance with applicable federal regulations. Each monitoring was preceded by a "desk audit" to highlight any issues and was completed by a monitoring letter sent to explain any concerns or findings. When concerns or findings are cited, required corrective actions, along with a timeline, are provided to the sub-recipient or CHDO. Any previous year concerns or findings are taken into account when conducting the annual monitoring.

The sub-recipients, and CHDO, receive their grants on a reimbursable basis. Therefore, the City reviews the payment vouchers submitted for reimbursement for budget restrictions and eligibility issues. Also, the City requires Quarterly Reports to be submitted that track sub-recipient progress in attaining their contracted scope of service. The report also assists in gathering year-end demographic data on those benefiting from the CDBG/HOME funds. A

copy of the CDBG Quarterly Report and HOME Program Quarterly Report can be found in Appendix I.

Staff also provides Technical Assistance to the sub-recipients on several occasions throughout the program year. This assistance can be tailored to meet the needs of the sub-recipients and the City in administering an efficient and effective program.

City staff has a system in place that assures deadlines are met, reports are timely and required tasks are accomplished. A calendar is created at the start of the program year that lists all activities, tasks, events, and deadlines related to the management of CDBG and HOME funds. All documentation and correspondence related to calendar items are copied and stored in a "samples" binder for future reference.

The 2014-15 monitoring results found all programs and activities in compliance with Federal Regulations regarding the administration of CDBG and HOME funds. No findings were issued.

Community Action's monitoring letter noted two concerns both of which were addressed by changes in program administration.

Neighborhoods, Inc. of Battle Creek's monitoring letter contained four concerns. Three concerns were addressed by changing program administration and improving documentation. A fourth concern about timeliness in meeting grant milestones and selling or renting assisted properties is being addressed by requiring monthly reports in addition to quarterly reports, CHDO assisted homebuyer properties being converted to rentals by September 2015 and relocating unobligated CHDO set-aside grant funds to a rental rehabilitation project.

As has been mentioned earlier in this report, most funded programs met or exceeded their yearly goals. The one exception to this was the NIBC ADR Program which failed to meet its goal of one completed project. This program has had some challenges selling some of its previously completed projects. Given changes to the HOME Investment Program requiring sale of the property within 9 months of construction completion, it was decided to do some additional market analysis and review options for developing a successful project. NIBC was allowed to reprogram their 2014-15 HOME funds to do a rental rehab project in 2015-16. This has been incorporated into the 2015-16 Annual Action Plan and will be report as a part of that years results.

All funded programs aligned with priorities in the 2010-14 Comprehensive Five Year Plan and all programs benefitted low and moderate income individuals and families.

Housing programs funded through the CDBG and HOME Programs assisted in stabilizing neighborhoods by providing affordable housing rehabilitation and enforcing City building codes that are designed to assure the community's housing stock is safe and sanitary.

During the program year, decent housing was provided through the use of \$617,340 in various housing rehabilitation programs

The City's Community Development Department has taken a number of steps to increase its ability to evaluate progress towards long term Consolidated Planning goals, including the following:

- The impact of City programs that are a part of its strategy to arrest decline in neighborhoods is measured using 8 neighborhood indicators: junk/trash violations, housing code violations, number of home sales, median sales price, bank foreclosures, tax foreclosures, new vacant buildings enforcements, and long-term vacant buildings. A risk score is calculated for each census block group in a neighborhood based on its performance using these measures (see pg 22). This enables the city to target new areas from year to year, measure performance, and determine what adjustments to make or what additional partners or resources might be needed to make a strategy work in a particular neighborhood.
- Between 2011 and 2013 the average home sales price in the primary target areas for the Neighborhood Stabilization Program (NSP2) improved 91%, outperforming every other neighborhood in Battle Creek by 42%.
- Disproportionate need analysis performed by city staff during the 2014-15 program year demonstrated that need for assistance with housing related costs was largely driven by poverty and was not driven by race, ethnicity, or age. So while we expect certain racial or ethnic classes to be over-represented in the population served by our housing programs, this is almost completely due to those racial or ethnic groups being more likely to make less income.
- Women head of households are the group that staff has identified as most over-represented as far as need for housing assistance. This is driven in almost equal parts by two demographic groups: single mothers and single elderly women. Staff is still considering changes to its programs to better address this need.

Given the devastating effects of the foreclosure crisis as well as the opportunity to leverage the investments of the Neighborhood Stabilization programs, the majority of entitlement funds were focused on addressing the long term housing goals of the Consolidated Plan.

While Code Compliance and Minor Home Repair will continue to be high priorities, other strategies have received consideration, and represent possibilities for future programming. These strategies center on addressing affordability issues related to older housing stock, de-concentrating poverty, increasing the marketability and competitiveness of older neighborhoods, and locating new affordable housing in neighborhoods with a long history of accruing value and producing positive outcomes for families. These include:

- Homesteading using Land Bank assets in targeted areas
- Continued demolition
- Down payment assistance in high performing target areas
- Programming that promotes energy efficiency
- Weatherization
- Land assembly with future land use planning to encourage larger redevelopment projects
- Tenant Based Rental Assistance
- Downtown affordable housing development

Lead-based Paint

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

Successful efforts have been made in past years to increase awareness of lead-based paint hazards through outreach, education, dissemination of information and contractor training. Recipients of CDBG and HOME Investment Partnership funds are aware of the lead-based paint regulations and have made changes to existing programs and tailored new programs accordingly. The City's Housing Rehabilitation Coordinator is State certified as a Lead Contractor/Supervisor and Lead Risk Assessor.

The City requires contractors that participate in its Neighborhood Stabilization Program to be certified by the State as lead workers / supervisors. In the past, the City developed a "Contractor Training Reimbursement" plan to assist in recruiting and training of contractors. This plan offered incentives to contractors to receive lead training and to participate in City and agency administered housing rehabilitation programs. This program was successful in creating a robust pool of lead abatement certified contractors for area programs, and has been discontinued as the incentive is no longer needed.

The City of Battle Creek realizes that reaching the goal of lead safe housing in all of Battle Creek will require major commitments from multiple agencies as well as a great deal of time and considerable funding to accomplish. Lead poisoning of children is preventable and lead hazards in homes are correctable. These facts make commitment to this goal realistic and logical.

Additional information, specific to the City administered Housing Rehabilitation Program is covered in the Housing Needs section below.

HOUSING

Housing Needs

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

The City of Battle Creek is continually seeking to address the needs of extremely low-income, low-income, and moderate-income renter and owner households in accessing and maintaining affordable housing. The City's Consolidated Plan has the following as its housing priority needs:

- Rental Assistance
- Acquisition of Existing Owner Units
- Housing Rehabilitation
- Homeownership Assistance
- Emergency Shelter
- Transitional Housing

These priority needs were primarily addressed this program year through the following agencies, programs, and activities:

BATTLE CREEK HOUSING COMMISSION

The Battle Creek Housing Commission provides subsidized housing through various programs in the City of Battle Creek. The Commission was created on August 9, 1960 through a City ordinance. The five member Housing Commission is appointed to five year terms by the mayor with approval by the City Commission. The Housing Commission owns and manages 320 public housing units, administers the Housing Choice Voucher program and owns and manages 55 units of scattered site homeowner units. The following is a list of the public housing facilities and unit type.

- Northside Drive Homes – (16) 2 and 3-bedroom single family homes
- Parkway Manor – (84) 1, 2, 3 and 4-bedroom townhomes
- Cherry Hill Manor – (150) 1-bedroom apartments
- Kellogg Manor – (70) Efficiency and 1-bedroom apartments
- Home Ownership Program – (55) 2, 3, and 4-bedroom single family homes

The public housing units provided by the Battle Creek Housing Commission are in good condition and currently there are 52 families on the waiting list. The Housing Commission receives from \$300,000 to 400,000 yearly for renovation and maintenance expenses from HUD'S Capital Fund Program. In 2014, the Commission received \$762,726 (low rent subsidy) for its public housing units.

In 1993-94 the Housing Commission underwent a comprehensive lead-based paint inspection process of all its units followed by extensive lead hazard remediation work. This has resulted in having all of the public housing units being free of any lead-based paint hazards.

Five (5) percent of units in each development are required to be accessible in accordance with ADA requirements. All of the Housing Commission's developments meet the 5% requirement.

In addition to the public housing units and the scattered site homeowner units, the Battle Creek Housing Commission administers the Housing Choice Voucher program. In 2014, it administered 755 vouchers in Battle Creek, Albion and Portage. The majority of vouchers were in Battle Creek. The waiting list during the year was estimated at 772.

In 2014, the Commission will receive \$2,385,117 for its Housing Choice Voucher program.

The Housing Commission assists mostly extremely low income and very low-income households in its public housing units and mostly very low and low-income families with Housing Choice vouchers. The homeownership program predominantly assists low-income households. According to Commission representatives, families interested in the homeownership program must earn at least \$18,000 per year and have full time employment. Many of the existing residents of the homeowner units were former public housing and/or Housing Choice voucher recipients. The opportunity for homeownership provided the needed incentive for these families.

CITY HOUSING REHABILITATION PROGRAM

The City programmed \$410,402 from the Community Development Block Grant funding for its Minor Home Repair Program to rehabilitate an estimated 60 low- to very low-income units in the City. The program provided grants to homeowners for necessary repairs. The primary focus was on repairs for cited code violations and health and safety issues. The funds also covered "soft costs" associated with the projects such as lead-based paint hazard evaluation, specification preparation, and project monitoring.

During the 2014-15 program year, the City's Minor Home Repair Program spent \$504,988 and provided rehabilitation assistance grants to 62 households. The average project cost during the 2014-15 program year was \$8,145. This amount was down from 2013-14 (\$9,634).

Of the 62 completed projects, 2 were to extremely low income households, 37 were to very low income households, and 23 were to low income households. 24 of the grants were to minority families; 42 were to female headed households. 16 grants were to a disabled/special needs family.

PNC Bank continues to service 8 outstanding Basic Homeowner Loans with a current principal balance of \$63,288 from a senior loan program that was implemented in previous years and has since been discontinued. Per the City's loan default guarantee and interest rate subsidy agreement with PNC Bank, the Housing Rehabilitation Program paid \$1,791.24 in interest and subsidy to PNC; there were no defaulted loans during the program year (according to information provided by PNC).

During the 2014-15 program year, six senior deferred loans were paid in full and reported as program income for a total of \$37,887. This program income was expended as it was received.

SUMMIT POINTE

Summit Pointe Housing is the Housing Access Resource Agency (HARA) for Calhoun County. It is located in the SHARE Center. It provides eviction prevention services and help for homeless people to find housing. It typically helps 15 to 20 households per week and serves 120 to 150 households annually. It helps homeless people through four funding streams, three of which receive funding from the Michigan Housing Development Authority (MSHDA).

- MSHDA ESG HARA Eviction Prevention helps households avoid eviction and prevent homelessness, \$17,700.
- MSHDA ESG Financial Assistance Program which provides security deposit funding and up to three months of rent, limited by the Fair Market Rent amounts published annually by HUD, \$35,818.
- HUD Continuum of Care funding for the Homeless Housing Assistance Project, which funds security deposits up to \$350 for people who are homeless and diagnosed with a serious mental illness, \$42,000.
- MSHDA Housing Assistance Fund - The HARA helps people at risk of homelessness apply to MSHDA for up to \$1,500 for back utilities and moving costs to prevent homelessness.

Summit Pointe Housing also manages 91 units of housing in five different apartment complexes across the city. These units have a 94% occupancy rate. They maintain a waiting list of 30-40 households that starts over every 90 days. Three or four apartments become available each month. Different service providers provide housing case management services which at a minimum consists of one contact a month to check on welfare.

NEIGHBORHOODS INC. OF BATTLE CREEK (NIBC)

Neighborhoods, Inc. of Battle Creek (NIBC) is a Neighbor Works America affiliate. NIBC is the City of Battle Creek's only Community Housing Development Organization (CHDO), and

is a HOME-funded sub-recipient of the City of Battle Creek. It runs homebuyer and foreclosure counseling programs and provides support to neighborhood groups and associations including the City affiliated Neighborhood Planning Councils and a network of community houses. NIBC also provides down payment assistance and loan products to finance home purchase and repair, manages rental housing, and rehabilitates single family-homes.

NIBC is doing a Community Impact Measurement study of its and the City's work in key Battle Creek neighborhoods. NIBC has a large inventory of houses and demolished 16 homes in 2015. NIBC is the only certified Community Development Housing Organizations in the City.

In the 2014-15 program year, \$115,000 was provided for a CHDO-eligible home buyer rehabilitation program, but the program had some challenges selling some of its previously completed projects. Given changes to the HOME Investment Program requiring sale of the property within 9 months of construction completion, it was decided to do some additional market analysis and review options for developing a successful project. NIBC was allowed to reprogram their 2014-15 HOME funds to do a rental rehab project in 2015-16. This has been incorporated into the 2015-16 Annual Action Plan and will be report as a part of that year's results.

NIBC has three other projects that were developed with CHDO proceeds but have yet to either be sold or leased to an eligible beneficiary. All three projects were originally initiated as resale projects but at least one of them will be converted to a rental property. Two of the projects have had new marketing plans put in place over the summer. The City is requiring the properties to be sold to eligible buyers by September or be converted to rental properties.

Neighborhoods Inc. has a strong history of securing grants and contributions. In 2014 this included \$754,000 in foundation grants, and \$47,994 in corporate and individual donations.

These funds have helped Neighborhoods Inc. continue to strive to meet the goal of neighborhood revitalization and outreach. NIBC has been very active administering numerous projects within low-and moderate-income neighborhoods. In their 2014 annual report they detail the results of a wide array of programs and services in the Battle Creek Community. Some of the highlights are listed below:

- 52 pre-purchase home buyer classes with 91 participants
- 47 post-purchase financial fitness and credit rebuilding classes with 162 participants
- 38 foreclosure prevention cases, including 27 families able to keep their homes and 12 additional cases settled representing more than \$2,633,081 in property value
- Assisted more than 46 homeowners facing property tax foreclosure, representing more than \$200,000 in delinquent property taxes
- Successfully secured property tax assistance funds from MSHDA for 15 families, totaling \$67,431 in property taxes
- Invested \$175,608 in renovation and repair of 64 homes for rental or sale.
- Managed and maintained 46 quality affordable housing rental units
- Managed and serviced more than 101 mortgage loans representing a total portfolio value of \$2,234,655

COMMUNITY ACTION

Community Action received HOME funds from the City to administer a Home Owner Rehabilitation Program.

The Home Owner Rehabilitation program received \$142,500 in City HOME Program funds and assisted eligible home owners with needed repairs up to a maximum of \$20,000, with an additional \$15,000 per project to address lead-based paint hazards. The money is given in the form of a deferred loan or grant depending on the level of funds needed and income of the household. The homeowner must agree to keep the home as their principal residence for 10 years and the home must meet local housing code upon completion. The HOME funds are secured by a diminishing lien on the property over a ten year period.

Four homes have been rehabilitated through current year Home Owner Rehabilitation Program funding.

Community Action continues to partner with City of Battle Creek's CDBG Minor Home Repair Program, with funding that is administered for the Senior Millage Minor Home Repair (SM MHR) program. The SM MHR program assists Calhoun County homeowners 60 year and older with repairs to help them stay safely in their homes. In the 2014-15 FY, Senior Millage partnered with the City's Minor Home Repair program to assist 6 elderly homeowners for \$2,500 each for a total of \$15,000.

Community Action continues to collaborate on coalitions such as; The Coordinating Council Adult Outcomes Committee and Housing Solutions Board (Advisory Council), the Calhoun County Tax Coalition and the Homeless Coalition, Eviction Prevention Committee.

CODE COMPLIANCE

The City of Battle Creek allocates funds for Code Enforcement as part of a plan to arrest decline in targeted neighborhoods. This is a critical component to the preservation of safe, decent and affordable housing as well as the creation of suitable living environments in Battle Creek. As a large percentage of our existing housing stock is pre-1970s, code enforcement is that much more important.

The primary concern of these code compliance is helping property owners bring their property into compliance with the City Housing Code. In order to do this, they address:

- Inoperable vehicles
- Abandoned/vacant properties
- Junk and trash in yards,
- Exterior housing violations
- Interior housing violations on rental property
- Dangerous buildings
- Rental registration and inspections
- Enforcement of the City's codified ordinances as they pertain to minimum Housing Code standards.

Code Compliance is considered an area benefit. This means that work done in code target areas must be in neighborhoods designated by HUD as low and moderate income in order to be eligible to be reimbursed with CDBG funds. Areas identified as having 51% or more of the residents at incomes below 80% of the median income for our city are considered low income areas.

It is in everyone's best interest to maintain the property within each of our neighborhoods; however, some residents may not understand the importance, or for health or financial reasons, are just unable to maintain their property. In many cases where a property is blighted, it is the result of abandonment or ownership by an out of town bank or investor. In any case, code compliance is important to the City's plan to arrest decline in deteriorating neighborhoods because it identifies these situations and puts them on a path to be resolved.

In situations where a homeowner does not have the financial resources to make repairs, the Code Compliance Division will connect them with the City's Minor Home Repair program or another organization that can help them address their housing issues.

The impact that CDBG funded Code Compliance activities have on neighborhoods is measured using 8 neighborhood indicators: junk/trash violations, housing violations, number of home sales, median sales price, bank foreclosures, tax foreclosures, new vacant buildings enforcements, and long-term vacant buildings. A "risk of decline" score is calculated for each census block group in a neighborhood based on its performance using these measures. Risk scores are categorized as "High Risk", "Medium Risk", "Low Risk" or "No Risk". High and medium risk areas are targeted with resources and programs intended to arrest neighborhood decline. This includes CDBG funded city programs like Minor Home Repair, Code Compliance, and Street Repair, as well as programs and activities administered by the Police Department, the Department of Public Works, the Calhoun county Land Bank, Community Groups, and local non-profits.

Neighborhood Indicator	% Change	Grade
Junk/Trash	6%	
Housing Violations	418%	
Home Sales Rate	12%	
Median Sales Price	0%	
Bank Foreclosures	-28%	
Tax Foreclosures	-17%	
Long-term Vacants	36%	
New Vacants	13%	
Overall Risk Scores	-7%	

Each year, the City measures its performance, modifies target areas, and determines what adjustments to make or what additional partners or resources might be needed to make a strategy work in a particular neighborhood. The dashboard above shows how targeted neighborhoods performed based on the eight indicators.

Appendix G provides maps showing the risk level of all Battle Creek neighborhoods, the low income areas of the City, the 2014-15 target areas.

All of the above activities and programs helped the City of Battle Creek continue to progress in meeting the Consolidated Plan priority needs concerning affordable housing. The City of Battle Creek continues to recognize the need for safe, decent, and affordable housing for all its residents.

Specific Housing Objectives

1. Evaluate progress in meeting specific objective of providing affordable housing, including the number of extremely low-income, low-income, and moderate-income renter and owner households comparing actual accomplishments with proposed goals during the reporting period.
2. Evaluate progress in providing affordable housing that meets the Section 215 definition of affordable housing for rental and owner households comparing actual accomplishments with proposed goals during the reporting period.
3. Describe efforts to address “worst-case” housing needs and housing needs of persons with disabilities.

Please see the table on page 4 for a recap of goals and the number of units served during the program year. The table below indicates the income level of the homeowner rehabilitation clients served during the program year through CDBG and HOME.

Home Owner Rehabilitation Client Income Levels

Program	Extremely low-income	Very Low-income	Low-income
City of Battle Creek	2	37	23
CAA HOME - HOR	3	0	1
TOTALS	5	37	24

Section 215 housing is provided through the City’s Community Development Housing Organization, Neighborhoods, Inc. of Battle Creek (NIBC). Construction was completed on two units using CHDO proceeds in 2014. A total of 3 units constructed with CHDO proceeds are currently listed for sale to low-to-moderate income homebuyers.

No rental projects were undertaken during the 2014-15 program year.

City funded housing rehabilitation programs typically strive to address worst case housing needs scenarios and take effort to accommodate, whenever possible, the needs of persons with disabilities. In the table above, 64% of CDBG and HOME funded home owner rehabilitation projects served clients in the extremely low- income and very low-income categories, up from 46% in the previous year.

Efforts are always made to address accessibility needs in our housing rehabilitation work specifications. Many homeowners require the installation of handicap accessible ramps and/or interior modifications to assure accessibility. As part of NSP2, the city adopted a visitability standard for all new construction that included zero point entry, wheelchair accessible hallways and bathrooms, and lever doors. 20 projects were for disabled or special needs beneficiaries.

The City is working on developing more holistic solutions for seniors in need of minor home repairs and chore services to enable them to sustain themselves in their current housing long-term. City staff is working with the Area Agency on Aging, the County Senior Millage, Habitat for Humanity and others to coordinate referrals and services to seniors. As part of that effort, a need for better coordination with other housing providers in providing wheel chair ramps and other accessibility modifications to owner occupied housing has been identified.

Public Housing Strategy

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

During the program year the Battle Creek Housing Commission conducted resident input meetings to obtain feedback regarding the types of activities and improvements which are most needed and would provide the greatest benefit to Public Housing residents and the community. The general public as well as members of local government were extended invitations to participate in these meetings.

The meetings are also used to inform residents of planned facilities improvements and serve to assure the proper expenditure of Capital Grant Funds. All proposed Capital Grant Fund expenditures were examined in the completion of an environmental review by the City's Community Development Department.

In addition to the above comments, please refer to the Housing – Housing Needs Section of this report on page 18. This section contains information on Battle Creek Housing Commission activities and funding.

Barriers to Affordable Housing

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

As part of the preparation of the Five Year Consolidated Plan, local administrative policies such as land use controls, zoning, ordinances and building codes were reviewed to determine whether they posed barriers. No local administrative policies were found that would be considered barriers to affordable housing.

During the citizen engagement process concerns about the City Inspections Department surfaced. The concerns covered a range of topics, but the ones affecting affordable housing the most related to perceived barriers to new development in and around the downtown and barriers to developing formerly vacant and abandoned properties.

In response to these concerns, "community conversations" were held on January 14 and February 26, 2015 with the goal of making the inspections process more business and developer friendly. The information gathered from these community conversations has resulted in efforts that are ongoing and include the creation of a work group made up of city staff and community representatives to develop and implement recommendations, site visits to become more familiar with the practices of neighboring cities, the creation of a number of new communication tools, and the hiring of a new Community Services Director.

The City's latest Housing Study, completed in June of 2013, identified other barriers to affordable housing. It demonstrated that Battle Creek has enough affordable housing to meet demand, however it did identify issues related to the safety, neighborhood desirability, and relative inefficiency of such housing. Many low-income families are forced to choose between neighborhoods with lower quality housing and fewer amenities and housing that is

financially burdensome. The inner core neighborhoods in particular have an oversupply of this type of housing. Additional opportunities for low-income housing are needed in the areas outside the core neighborhoods. Additionally, the core neighborhoods need to be strengthened and infilled with housing that appeals to a variety of household types and income groups.

The oversupply of this “last resort” housing is a barrier in itself as it has the effect of depressing housing values, increasing the amount of subsidy needed to rehab or develop new, more desirable housing. Single-family rental properties in particular often sit empty for longer periods of time, increasing the likelihood of their deterioration. In neighborhoods where this type of housing is most dense, the costs of utilities and/or repairs often prove to be more burdensome than the monthly housing cost.

The following are some of the steps the City is taking to address these barriers:

- Study the problem. The amount of funds we can leverage to address affordable housing problems will never be enough. It is imperative that the resources we do have are used in the most informed way. As has previously been mentioned, the City partnered with MSHDA and the CCLBA to complete a Target Market Analysis of downtown and surrounding neighborhoods.
- Retool current programs. Code and Inspections staff met with Center for Community Progress experts to discuss best practices. Changes to operations have been made and more may be underway. The City’s Minor Home Repair program has been modified to provide smaller grants that align better with the issues surfaced by code compliance, are a closer fit to the scale of the problem, and focus on helping low-income families stay in their homes.
- Emphasis on reducing obsolete housing stock. In 2014-15 the City ramped up demolition efforts dedicating \$90,000 to demolitions and partnering with the County to secure another \$1,250,000 through successful grant applications to the State’s NSP2 Reallocation and Hardest Hit funds.
- Promote target areas for various redevelopment strategies and connect them to the decision making process for distributing funds.
- During the 2014-15 program year programs offering acquisition/development/resale, financial literacy training, and rental assistance were funded using CDBG, HOME and other sources of funding. These programs strive to overcome some of the barriers to affordable housing by addressing the various needs of individuals seeking affordable rental housing or homeownership.
- The city hired a consultant to help increase capacity and develop tools to evaluate and approve rental development projects. The consultant also helped staff develop a delivery system for making rental development funds available. Starting in 2015-16 \$200,000 of CDBG funds will be made available for affordable rental unit development in targeted areas.

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.**

The objective of HOME funded programs is to provide for decent, affordable housing within the City through increased sustainability of our existing housing stock and creating new housing or returning dilapidated housing to usability, thereby increasing the availability of affordable housing.

The HOME funded programs during the 2014-15 program year included the Community Action Agency's Homeowner Rehabilitation Program, and Neighborhoods, Inc.'s Acquisition/Development Resale Program.

Please refer to the table on page 4 for the number of number of units assisted and the dollar amount of funds expended through these programs during the reporting period.

No rental projects were undertaken during the 2014-15 program year.

The City currently has one HOME assisted rental unit, which was inspected in 2014-15 by city staff. Deficiencies in a unit (not meeting local housing code) are noted in these inspections and owners take necessary actions to address any and all code related issues.

While no HOME funded projects were comprised of five or more units (the number where a formal affirmative marketing process must be followed), efforts are taken to assure that HOME assisted units are offered to qualified tenants and potential home purchasers meeting HUD's eligibility requirements.

Please see Appendix F for a description of outreach to minority and women owned businesses.

HOMELESS

Homeless Needs

- 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.**

Specific Homeless Prevention Elements

1. Identify actions taken to prevent homelessness.

The response for the above three questions has been grouped below for the 2014-2015 program year. No new federal resources were received from the Homeless SuperNOFA in 2013.

The Greater Battle Creek Homeless Coalition (Homeless Coalition) is the Continuum of Care (CoC) body for Calhoun County. Over forty members participate representing human service organizations, shelters, support systems, faith-based organizations, banking institutions, funding agencies, media, local government, health-related agencies, local landlord associations, and county government. The Coalition meets regularly, giving members the opportunity to network, participate in workshops that help strategize for dealing with local disparities in the Continuum of Care's programs, and to assist and promote activities that inform and educate citizens about the problems of people experiencing homelessness.

The Homeless Coalition is a broad-based collaborative body that meets regularly to share information, and develop and implement strategies to address the issues of homelessness in Calhoun County. An individual from the local Public Housing Authority currently serves as Chair for the Coalition. The Housing Solutions Board organizes two grant funding rounds per year, (1) the HUD Homeless SuperNOFA and Continuum of Care funding in the spring, and (2) the Michigan State Housing Development Authority, the statewide housing authority and balance of state Emergency Solutions Grants (ESG) grantee, ESG award process in the fall.

The funding for the 2014-2015 MSHDA Emergency Shelter Grant (ESG) totaled \$124,052. The agencies that received these funding allocations were as follows; \$12,404 for the Continuum of Care (COC); \$13,069 for the Haven of Rest Ministries, and \$35,000 for D.I.S.H. Inc., and \$63,579 to Summit Pointe for direct assistance, administrative, and grant writing expenditures. Other activities undertaken by the Coalition include the annual Point-in-time (PIT) count of homeless persons in the month of January.

The City of Battle Creek is a member of on the Housing Solutions Board (HSB) which gives direction to the Greater Battle Creek and Calhoun County Homeless Coalition (CoC), which fulfills the roles assigned to it by state and federal funders, MSHDA and HUD. It fulfills responsibilities identified in the HEARTH Act of 2009.

The Housing Solutions Board responsibilities include:

A. Operate the Continuum of Care

- Conduct semi-annual meetings of the full membership
- Issue a public invitation for new members, at least annually
- Adopt and follow a written process to select a board
- Appoint additional committees, subcommittees, or workgroups
- Develop and follow a governance charter detailing the responsibilities of all parties
- Consult with recipients and sub-recipients to establish performance targets appropriate for population and program type, monitor the performance of

- recipients and sub-recipients, evaluate outcomes, and take action against poor performance
- Evaluate and report to HUD outcomes of ESG and CoC projects
- Establish and operate a centralized or coordinated assessment system
- Establish and follow written standards for providing CoC assistance

B. Operate an HMIS

- Designate a single HMIS
- Select and eligible applicant to manage the CoC's HMIS
- Monitor recipient and sub-recipient participation in HMIS
- Review and approve privacy, security, and data quality plans

C. CoC Planning

- Coordinate the housing and service system within Calhoun County
- Conduct a Point in Time count of homeless persons, at least bi-annually
- Conduct an Annual Gaps analysis
- Provide information required to complete the Consolidated Plan
- Consult with ESG recipients about the allocation of ESG funds and evaluation of the performance

The Housing Solutions Board (HSB) authorized the following committees and work groups for FY 2014-2015, or until replaced:

A. The Executive Committee

The Executive Committee, as constituted in the bylaws, of the HSB is authorized to meet between meetings to prepare the board for final submissions and to occasionally act on their behalf. Actions by the Executive Committee are ratified and confirmed by the HSB. Members of the Executive Committee may be the HSB Officers or others if officer positions do not formally exist.

B. The Providers Council

Members of the Council are funded and non-funded programs that agree to serve individuals and households that need crisis response, support, and transition to self-sufficiency. The system focuses on continuous quality improvement and care coordination. Providers organize their leadership and staff into workgroups when appropriate. The mission of the Providers Council is to ensure coordination and reduce duplication of efforts.

1) IST/CQI Workgroup

The purpose of the IST/CQI Workgroup is to recommend to the Providers Council:

- Solutions to community housing gaps and needs, based on Ends
- Opportunities for interagency coordination of resources and planning
- Prevention planning initiatives

The members represent agency case management leadership and staff. The Workgroup reviews data-driven reports on funded and non-funded programs of the Continuum of Care, identifying opportunities for improvement in processes, planning, and collaborative approaches to service provision. The Workgroup occasionally creates project work groups to implement recommendations.

2) Data Quality Workgroup

The purpose of the Data Quality Workgroup is to:

- Assure high data quality input the HMIS by Participating Organizations
- Identify data-driven issues arising from reports required by the Board and funding entities
- Recommend capacity changes and resources to the Board for improved data collection and quality
- Focus on outcomes-based measures and comparisons for meaningful review

The members represent staff assigned as Agency Administrators.

3) Homeless Health Fair/Community Projects Committee

The purpose of the Homeless Health Fair/Community Projects Committee is to:

- Identify, plan, and facilitate meaningful special events that include the annual Homeless Health Fair
- Utilize CoC membership resources in all events
- Carefully promote all events to assure that the community becomes knowledgeable of the need, effort, and collaborative approach used by the CoC
- Receive prior authorization from the Board for new events or when an scheduled event requires a significant change in date or content
- Secure funding to support the event from an increasingly larger number of organizations
- Collect basic demographic information and homeless survey details whenever possible

The Veteran's Administration Medical Center and HUD-VASH team worked with the SHARE Center to host a Veterans Stand Down 2014 on Friday, September 12, 2014. The SHARE Center provided lunch, various service providers provided information and free give aways of personal care items for both veterans and non-veterans. Veterans received peer support and engagement into services.

The Homeless Coalition's 2014 Homeless Health Fair was held November 20, 2014 during the statewide Homeless Awareness Week campaign at the Washington Heights United Methodist Church. The church served breakfast and lunch. A total of 162 people attended and received free haircuts, healthcare screenings, personal care products, clothing and program information.

**2013-14 Resources for the City of Battle Creek
and the Greater Battle Creek/Calhoun County Homeless Coalition
(Continuum of Care – CoC)**

Federal Funding for the Continuum of Care of Homeless Assistance

HUD Continuum of Care Funding	2014 Funding Amount
Summit Pointe Housing Homeless Housing Assistance Project (HHAP)	\$ 42,000
S.A.F.E. Place Climbing the Ladder to Self-Sufficiency (CLASS)	\$ 79,915
The Haven Life Recovery Program (LRP)	\$ 161,158
The Haven Women in New Life Program (WIN)	\$ 81,537
Total HUD CoC Funding	\$ 364,610

MSHDA Emergency Solutions Grant (ESG) Funding	2014 Funding Amount*
Summit Pointe Housing Housing Assessment and Resource Agency (HARA) Homeless Prevention	\$ 24,265
Summit Pointe Housing Financial Assistance Program - Rapid Rehousing	\$ 39,314
Summit Pointe ESG Continuum of Care Administration (7%)	\$ 8,683
Summit Pointe HMIS Administration (3%)	\$ 3,721
The Haven Shelter Operations	\$ 13,069
SHARE Center Street Outreach	\$ 35,000
Total ESG Funding	\$ 124,052

*ESG funding is Oct. 1-Sept. 30.

Other Funding	2014 Funding Amount
McKinney-Vento Education Services for Homeless Children	\$ 54,385

Emergency Shelter Grants (ESG)

The City was not a direct recipient of ESG grants during the 2013-14 program year. ESG activities undertaken by other community organizations within the City of Battle Creek are reported above.

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.**

All CDBG funds expended during the 2014-15 program year supported programs and activities that addressed priorities, needs, goals and objectives in the Consolidated Plan. The establishment of priority activities from the Consolidated Plan is re-visited each year through the preparation of each year's Annual Action Plan.

As shown in the table on page 4 of this report; CDBG and HOME funded programs provided for the rehabilitation of 66 housing units during the 2014-15 program year.

The City prides itself on the fact that 100% of our CDBG and HOME allocations are used to benefit low- to moderate-income Battle Creek residents.

- 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.**

The City made a number of changes to programming in 2014-15 and anticipates further changes in 2015-16. These changes are the result of reductions in funding and the need to further prioritize available funds; changes in neighborhood conditions as the economic recovery from the housing crisis matures; changes in resident priorities expressed during the citizen engagement; and new implementation methods derived from experiences and analysis. These include the following:

- More holistic solutions for seniors in need of minor home repairs and chore services to enable them to sustain themselves in their current housing long-

term. City staff is working with the Area Agency on Aging, the County Senior Millage, Habitat for Humanity and others to coordinate referrals and services to seniors.

- As part of this effort, a need for better coordination with other housing providers in providing wheel chair ramps and other accessibility modifications to owner occupied housing has been identified.
- Vacant buildings and the prevalence of older deteriorating housing stock are a serious issue in many Battle Creek neighborhoods and threaten the viability of housing programs the City has funded in the past. The City continues to explore ways in which the City can “scale up” efforts to address these problems, including options for an urban homesteading program and increased demolition activity.
- The Target Market Analysis – suggests we should be more active in and around our downtown with the creation of new rental housing.
- In 2015-16 the City will be offering Tennant Based Rental Assistance as a result of consultations with area agencies and analysis of Census data that showed thousands of renter households struggling to afford housing costs.

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 Battle Creek and its sub-recipients have always pursued available resources for program implementation and administration. These efforts are noted throughout this report and include over \$1,150,000 in leveraged funds as reported in the Leveraging Resources section of this report on page 9. The Housing Needs section, on pages 17 through 22, also details resources leveraged by the City and various agencies and organizations through numerous funding sources.

The City of Battle Creek has always provided certifications of consistency in a fair and impartial manner. The Consolidated Plan is an all-encompassing document which strives to identify community needs at a specific point in time and anticipate future needs. All programs, new or existing, that provide a goal of filling a need or a gap in services are encouraged to request a certification of consistency with the City’s Consolidated Plan.

The City did not hinder Consolidated Plan implementation by action or willful inaction, in any manner of which it is aware.

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.**

All CDBG funds expended during the 2014-15 program year met national objectives. All programs were in compliance with overall benefit certification requirements.

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.

The City of Battle Creek does not displace individuals through its CDBG and HOME funded programs. None of the City's housing rehabilitation programs acquired occupied properties for use in CDBG- and HOME-funded projects.

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.

During the 2014-15 program year no low/mod job activities received CDBG funding. Over the past several years there has been a lack of grant applications from agencies for economic development activities.

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.

All CDBG funded programs are required to collect household income verification from the clients they serve. The City requires that all clients counted as served with the use of CDBG funds meet the criteria of low- to moderate-income. Failure to obtain household income verification and maintain this documentation in client files would be noted as a finding during the City's annual monitoring process.

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.

Program Income received by the City of Battle Creek was generated through the following activities:

- The City administered Housing Rehabilitation Program generated \$37,887 in program income as a result of loan repayments in the senior deferred loan program. This program income is used by the Housing Rehabilitation Program. 100% of program income was expended during the program year.
- The City's Code Compliance Program generated \$97,806 in general fund dollars as a result of rental property and vacant building registration fees. These fees were used by the Code Compliance Department to offset costs incurred providing service in CDBG target areas. The total amount generated was receipted and expended during the program year.

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.**

One HOME funded activity, 18 N. Wabash St. (IDIS Activity #617), did not sell within six months. As this was the deadline for HOME ADR projects using 2012 funds, the City repaid the \$31,706.43 to the program account. The money was wired to treasury, and a receivable was created in IDIS, and the funds returned to our account.

CHDO proceeds from a previous HOME sale were used to cover these expenses.

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.**

The only outstanding CDBG originated loans or receivables due to the City are those loans which were originated in the City administered Housing Rehabilitation Loan Program. All of these loans would be senior deferred housing rehabilitation loans

which were originated at 0% interest and do not require monthly payments. The full principal of these loans becomes due and payable upon sale of the property or death of the mortgagor(s). Currently the City is holding 190 deferred loans with a principal balance of \$2,733,549.79.

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.**

This question is not applicable to any City of Battle Creek CDBG funded programs or activities.

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.**

As has been previously stated in this report, a total of 66 housing units received CDBG assistance during the 2014-15 program year. All of the units were assisted through the City administered Housing Rehabilitation Program. All units were owner occupied, low –to moderate-income households.

A total of \$308,307 CDBG dollars were involved in the program.

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.**

The City is not currently engaged in any targeted HUD-approved Neighborhood Revitalization Strategies.

Antipoverty Strategy

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

There were no major job training efforts undertaken with CDBG funds this program year.

Programs and projects funded during the 2014-15 program year which addressed the causes, as well as the symptoms of poverty, included the following:

- Housing rehabilitation for low to moderate income individuals unable to secure financing to address health, safety, comfort and well being issues in their homes.
- Lead based paint abatement and remediation within the housing rehabilitation programs to address child lead poisoning which can affect future employment and earnings capabilities.
- Financial literacy and budgeting classes offered through NIBC to encourage asset growth and proper money management techniques and responsible use of credit.

In 2014 a community effort to develop a community economic development plan for Battle Creek, called BC Vision, was initiated by broad group of community stakeholder organizations and businesses including the Kellogg Corporation, the W.K. Kellogg Foundation, the City of Battle Creek, the Battle Creek Community Foundation, the Battle Creek Chamber of Commerce, as well dozens of churches, area non-profits, resident organizations, educational institutions, major employers, and small businesses. This initiative resulted in a plan with three major strategy areas: jobs, talent, and culture of vitality. Numerous task forces have been assembled to develop action steps to accomplish goals laid out in the plan. The City of Battle Creek is involved on numerous levels in many facets of this work. The planning is ongoing and the results are expected to be included in future Community Development Department action plans.

A number of organizations and initiatives currently provide job training and placement support including:

EDGE Program	Participants learn both soft and technical skills, linked directly to employers who hire participants after the program
Goodwill	Offers job development, training, occupational therapy and supports (e.g., improving work behaviors or physical capacities which may limit their ability to seek and sustain employment), youth programs, etc.
KCC Workforce Solutions	Umbrella department that supports initiatives such as the EDGE program that prepare individuals for employment by providing certification-based training focused on developing the workplace and technical competencies required for entry-level positions
Michigan Works!	Runs One-Stop Service Centers and administers WIA, Trade Act funds, and TANF Path programs
Ready Work	Event hosted by Michigan Works! or KCC to educate businesses and workforce development programs about hiring individuals with criminal backgrounds
Adult Learning Collaborative Board	Charged with recommending a comprehensive adult education delivery system that fosters partnerships for seamless transitions between adult education and employment
Community Literacy Collaborative	Provides programs in adult literacy, financial literacy, opportunities for English Language Learners, etc.
VOCES	Provides ESL courses and interpreters for Limited English Proficient community members

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).

Individuals in the non-homeless special needs category include the elderly, frail elderly, persons with severe mental illness, the developmentally disabled, the physically disabled, those with alcohol or other addictions, persons with HIV/AIDS and their families and residents of public housing.

Residents of public housing have been previously addressed in this report. The City has also chosen to include in this category Spanish-speaking persons.

During the reporting period, CDBG and HOME funds were used to support numerous programs of which individuals in the non-homeless special needs category could avail themselves. These programs included housing rehabilitation and minor home repair.

Several agencies operate within the City that strive to address non-homeless special needs. These agencies include: the Battle Creek Housing Commission, the ARC, Café Can Do, Battle Creek Nursing Clinic, Share Center, the Department of Veterans Affairs, Summit Pointe, Battle Creek Health Systems, the Haven, the Substance Abuse Council, the Calhoun County Health Department, the Family Health Center, Legal Services of South Central Michigan, the Literacy Council and many others.

Below is an index to the Appendices which follow this Narrative.

- Appendix A 2014-2015 Project Sheets and Summary of Specific Annual Objectives/Goals Report**
- Appendix B CDBG Activities Summary Report (PR03)**
- Appendix C Summary of Consolidated Plan Projects (PR06)**
- Appendix D CDBG Financial Summary (PR26)**
- Appendix E HOME Match Report and HOME Matching Liability Report (PR33)**
- Appendix F Women and Minority Owned Businesses**
- Appendix G Code Compliance**
- Appendix H Maps**
- Appendix I Performance Measurement attachments / Quarterly Report Forms**
- Appendix J Public Engagement Report**
- Appendix K 2014 Point in Time Count and Project Connect Homeless Health Fair Data**

Appendix A
2014-2015 Project Sheets
And
Summary of Specific Annual Objectives and Goals Report

Project Name: General Planning and Administration						
Description:	IDIS Project #: 1 (2014) UOG Code: MI260432 BATTLE CREEK					
Provide necessary staffing to develop, implement and monitor the overall performance of all Community Development Block Grant programs within the City.						
Location:	Priority Need Category					
Activities will be within the City. Offices are located at City Hall, Room 320, 10 North Division Street, Battle Creek, MI	Select one: Planning/Administration ▼					
Expected Completion Date:	Explanation:					
6/30/2015	Community Development Staff will administer the City's 2014-2015 CDBG program adhering to program policies and regulations, provide technical assistance to subrecipients and monitor activities. National Objective Code: N/A					
Objective Category	Specific Objectives					
<input type="radio"/> Decent Housing <input type="radio"/> Suitable Living Environment <input type="radio"/> Economic Opportunity	1. Improve the services for low/mod income persons ▼					
	2. ▼					
	3. ▼					
Outcome Categories						
<input type="checkbox"/> Availability/Accessibility <input type="checkbox"/> Affordability <input type="checkbox"/> Sustainability						
Project-level Accomplishments	Other ▼	Proposed		Accompl. Type: ▼	Proposed	
		Underway			Underway	
		Complete			Complete	
	Admin. Only	Proposed		Accompl. Type: ▼	Proposed	
		Underway			Underway	
		Complete			Complete	
	Accompl. Type: ▼	Proposed		Accompl. Type: ▼	Proposed	
		Underway			Underway	
		Complete			Complete	
	Accompl. Type: ▼	Proposed		Accompl. Type: ▼	Proposed	
		Underway			Underway	
		Complete			Complete	
Proposed Outcome	Performance Measure	Actual Outcome				
Administrative compliance with CDBG regulations	Funded programs meet identified community needs	Funded programs met identified community needs				
21A General Program Administration 570.206 ▼			Matrix Codes ▼			
Matrix Codes ▼			Matrix Codes ▼			
Matrix Codes ▼			Matrix Codes ▼			
CDBG ▼	Proposed Amt.	98,597	Fund Source: ▼	Proposed Amt.		
	Actual Amount	64,736		Actual Amount		
Fund Source: ▼	Proposed Amt.		Fund Source: ▼	Proposed Amt.		
	Actual Amount			Actual Amount		
Other ▼	Proposed Units		Accompl. Type: ▼	Proposed Units		
	Actual Units			Actual Units		
Accompl. Type: ▼	Proposed Units		Accompl. Type: ▼	Proposed Units		
	Actual Units			Actual Units		

Project Name: Neighborhood Planning Administration			
Description:	IDIS Project #: 2 (2014) UOG Code: MI260432 BATTLE CREEK		
Provide the necessary management to conduct specific studies related to the overall program design of the comprehensive planning process and the development of the Consolidated Plan, involving Neighborhood Planning Councils, civic organizations, individuals, and other boards, commissions and committees.			
Location:	Priority Need Category		
City wide.	Select one: <input type="text" value="Planning/Administration"/>		
Expected Completion Date:	Explanation:		
6/30/2015	The City has an established neighborhood planning network, providing meaningful input to the City regarding services, programs and policies. The Neighborhood Planning component of CDBG allows continuation of this effort to obtain resident input on local and HUD planning documents. National Objective Code: N/A		
Objective Category	Specific Objectives		
<input type="radio"/> Decent Housing <input type="radio"/> Suitable Living Environment <input type="radio"/> Economic Opportunity	1. <input type="text" value="Improve the services for low/mod income persons"/>		
Outcome Categories	2. <input type="text"/>		
<input type="checkbox"/> Availability/Accessibility <input type="checkbox"/> Affordability <input type="checkbox"/> Sustainability	3. <input type="text"/>		
Project-level Accomplishments	Other <input type="text"/> Proposed <input type="text"/>	Accompl. Type: <input type="text"/>	Proposed <input type="text"/>
	Underway <input type="text"/>		Underway <input type="text"/>
	Complete <input type="text"/>		Complete <input type="text"/>
	Admin Only. <input type="text"/>	Accompl. Type: <input type="text"/>	Proposed <input type="text"/>
	Underway <input type="text"/>		Underway <input type="text"/>
	Complete <input type="text"/>		Complete <input type="text"/>
	Accompl. Type: <input type="text"/>	Accompl. Type: <input type="text"/>	Proposed <input type="text"/>
	Underway <input type="text"/>		Underway <input type="text"/>
	Complete <input type="text"/>		Complete <input type="text"/>
	Accompl. Type: <input type="text"/>	Accompl. Type: <input type="text"/>	Proposed <input type="text"/>
	Underway <input type="text"/>		Underway <input type="text"/>
	Complete <input type="text"/>		Complete <input type="text"/>
Proposed Outcome	Performance Measure	Actual Outcome	
Preparation of the 2014-15 AAP and other efforts.	Completed AAP and citizen engagement	AAP, ConPlan, and Citizen engagement report completed	
20 Planning 570.205 <input type="text"/>	Matrix Codes <input type="text"/>		
Matrix Codes <input type="text"/>	Matrix Codes <input type="text"/>		
Matrix Codes <input type="text"/>	Matrix Codes <input type="text"/>		
CDBG <input type="text"/>	Proposed Amt. 134,547	Fund Source: <input type="text"/>	Proposed Amt. <input type="text"/>
	Actual Amount 119,403		Actual Amount <input type="text"/>
Fund Source: <input type="text"/>	Proposed Amt. <input type="text"/>	Fund Source: <input type="text"/>	Proposed Amt. <input type="text"/>
	Actual Amount <input type="text"/>		Actual Amount <input type="text"/>
Other <input type="text"/>	Proposed Units <input type="text"/>	Accompl. Type: <input type="text"/>	Proposed Units <input type="text"/>
	Actual Units <input type="text"/>		Actual Units <input type="text"/>
Accompl. Type: <input type="text"/>	Proposed Units <input type="text"/>	Accompl. Type: <input type="text"/>	Proposed Units <input type="text"/>
	Actual Units <input type="text"/>		Actual Units <input type="text"/>

Project Name: Housing Rehabilitation Administration						
Description:	IDIS Project #: Project 4 (2014) UOG Code: MI260432 BATTLE CREEK					
Provide staffing to carry out rehabilitation programs to undertake marketing, loan intake, processing, property inspections, cost estimating, contractor procurement, progress and final inspections, contractor pay requests, processing change orders and providing lead risk assessments and lead clearance when applicable.						
Location:	Priority Need Category					
City wide.	Select one: <input type="text" value="Planning/Administration"/>					
Expected Completion Date:	Explanation:					
6/30/2015	Required staffing and professional services to carry out the City's housing rehabilitation programs to assist LMI households throughout the community. National					
Objective Category	Objective: N/A					
<input type="radio"/> Decent Housing <input type="radio"/> Suitable Living Environment <input type="radio"/> Economic Opportunity						
Outcome Categories	Specific Objectives					
<input checked="" type="checkbox"/> Availability/Accessibility <input type="checkbox"/> Affordability <input type="checkbox"/> Sustainability	1 Increase the availability of affordable owner housing 2 Improve the quality of owner housing 3					
Project-level Accomplishments	Other <input type="text" value="Admin Only."/> Proposed	<input type="text"/>	Accompl. Type: <input type="text"/>	Proposed	<input type="text"/>	
		Underway		Underway	<input type="text"/>	
		Complete		Complete	<input type="text"/>	
	Accompl. Type: <input type="text"/>	Proposed	<input type="text"/>	Accompl. Type: <input type="text"/>	Proposed	<input type="text"/>
		Underway	<input type="text"/>		Underway	<input type="text"/>
		Complete	<input type="text"/>		Complete	<input type="text"/>
	Accompl. Type: <input type="text"/>	Proposed	<input type="text"/>	Accompl. Type: <input type="text"/>	Proposed	<input type="text"/>
		Underway	<input type="text"/>		Underway	<input type="text"/>
		Complete	<input type="text"/>		Complete	<input type="text"/>
	Proposed Outcome		Performance Measure		Actual Outcome	
	Efficient administration of housing rehab programs		Number of households served as reported under project #5		62 households served	
	14H Rehabilitation Administration 570.202 <input type="text"/>			Matrix Codes <input type="text"/>		
Matrix Codes <input type="text"/>			Matrix Codes <input type="text"/>			
Matrix Codes <input type="text"/>			Matrix Codes <input type="text"/>			
Other <input type="text"/>	Proposed Amt.	82,000	Fund Source: <input type="text"/>	Proposed Amt.	<input type="text"/>	
	Actual Amount	103,040		Actual Amount	<input type="text"/>	
Fund Source: <input type="text"/>	Proposed Amt.	<input type="text"/>	Fund Source: <input type="text"/>	Proposed Amt.	<input type="text"/>	
	Actual Amount	<input type="text"/>		Actual Amount	<input type="text"/>	
Other <input type="text"/>	Proposed Units	<input type="text"/>	Accompl. Type: <input type="text"/>	Proposed Units	<input type="text"/>	
	Actual Units	<input type="text"/>		Actual Units	<input type="text"/>	
Accompl. Type: <input type="text"/>	Proposed Units	<input type="text"/>	Accompl. Type: <input type="text"/>	Proposed Units	<input type="text"/>	
	Actual Units	<input type="text"/>		Actual Units	<input type="text"/>	

Project Name: Housing Rehabilitation Minor Home Repair					
Description:	IDIS Project #: 5 (2014) UOG Code: MI260432 BATTLE CREEK				
The City provides grants and deferred loans to homeowners for necessary repairs. The primary focus will be exterior repairs for cited code violations and health and safety issues. All work will comply with HUD and EPA regulations including those that address the treatment of lead-based paint hazards, or potential hazards, and asbestos hazards. This activity also provides necessary funding to cover subsidies and defaults on all outstanding lender originated rehabilitation loans.					
Location:	Priority Need Category				
City wide.	Select one: Owner Occupied Housing				
Explanation:					
Expected Completion Date: 6/30/2015	City provides housing rehabilitation assistance to LMI owner households to improve their living conditions.				
Objective Category	National Objective Code: LMH				
<input checked="" type="radio"/> Decent Housing <input type="radio"/> Suitable Living Environment <input type="radio"/> Economic Opportunity					
Specific Objectives					
Outcome Categories	1 Improve the quality of owner housing				
<input type="checkbox"/> Availability/Accessibility	2				
<input type="checkbox"/> Affordability	3				
<input checked="" type="checkbox"/> Sustainability					
Project-level Accomplishments	10 Housing Units	Proposed	60	Accompl. Type:	Proposed
		Underway			Underway
		Complete	62		Complete
	Accompl. Type:	Proposed		Accompl. Type:	Proposed
		Underway			Underway
		Complete			Complete
	Accompl. Type:	Proposed		Accompl. Type:	Proposed
		Underway			Underway
		Complete			Complete
Proposed Outcome		Performance Measure		Actual Outcome	
Obj: Decent Housing Outcome: Sustainability		60 units rehabilitated		62 units rehabilitated	
14A Rehab; Single-Unit Residential 570.202			Matrix Codes		
Matrix Codes			Matrix Codes		
Matrix Codes			Matrix Codes		
CDBG	Proposed Amt.	328,178	Fund Source:	Proposed Amt.	
	Actual Amount	504,988		Actual Amount	
Other	Proposed Amt.		Fund Source:	Proposed Amt.	
	Actual Amount			Actual Amount	
10 Housing Units	Proposed Units	60	Accompl. Type:	Proposed Units	
	Actual Units	62		Actual Units	
Accompl. Type:	Proposed Units		Accompl. Type:	Proposed Units	
	Actual Units			Actual Units	

Project Name: Street Reconstruction					
Description:	IDIS Project #: 6 (2014) UOG Code: MI260432 BATTLE CREEK				
This proposed project will affect the North Central Neighborhood. Manchester Street from Hubbard Street to Kendall Street will be reconstructed. This work will include the complete reconstruction of the bituminous surface, all concrete sidewalks, curbs and gutters.					
Location:	Priority Need Category				
Census Tract 10, Block Group 5	Select one: Infrastructure				
Explanation:					
Expected Completion Date:	This area benefit project will improve streets and sidewalks in one of the City's LMI identified NPC's. 867 individuals reside in the CT/BG's affected by this project. 65.4% of those individuals (567) are LMI. National Objective Code: LMA				
(mm/dd/yyyy)					
Objective Category	Specific Objectives				
<input type="radio"/> Decent Housing <input checked="" type="radio"/> Suitable Living Environment <input type="radio"/> Economic Opportunity	1 Improve quality / increase quantity of public improvements for lower income persons				
Outcome Categories	2				
<input checked="" type="checkbox"/> Availability/Accessibility <input type="checkbox"/> Affordability <input checked="" type="checkbox"/> Sustainability	3				
Project-level Accomplishments	01 People	Proposed	867	Accompl. Type:	Proposed
		Underway			Underway
		Complete	867		Complete
	Accompl. Type:	Proposed		Accompl. Type:	Proposed
		Underway			Underway
		Complete			Complete
	Accompl. Type:	Proposed		Accompl. Type:	Proposed
		Underway			Underway
		Complete			Complete
Proposed Outcome		Performance Measure		Actual Outcome	
Obj: Suitable living env. Out: Impr. Accessibility		867 individuals to receive benefit from this activity.		867 individuals received benefit from this activity.	
03K Street Improvements 570.201(c)		Matrix Codes		Matrix Codes	
Matrix Codes		Matrix Codes		Matrix Codes	
Matrix Codes		Matrix Codes		Matrix Codes	
Program Year 1	CDBG	Proposed Amt.	\$100,000	Fund Source:	Proposed Amt.
		Actual Amount	100,000		Actual Amount
	Other	Proposed Amt.		Fund Source:	Proposed Amt.
		Actual Amount			Actual Amount
	01 People	Proposed Units	867	Accompl. Type:	Proposed Units
		Actual Units			Actual Units
	Accompl. Type:	Proposed Units	867	Accompl. Type:	Proposed Units
		Actual Units			Actual Units

Project Name: Demolition Program					
Description:	IDIS Project #: 7 (2014) UOG Code: MI260432 BATTLE CREEK				
This proposed project will provide funds for the demolition of blighted vacant or abandoned buildings. These funds will be used in conjunction with code and housing rehab activities with the goal of arresting decline in areas targeted by the City as blighted and distressed.					
Location:	Priority Need Category				
Census Tract 10, Block Group 5	Select one: Other				
Explanation:					
Expected Completion Date:	This area benefit project will remove 9 blighted properties in neighborhoods targetted with other cdbg activities with the goal of arresting decline.				
(mm/dd/yyyy)					
Objective Category	Specific Objectives				
<input type="radio"/> Decent Housing <input checked="" type="radio"/> Suitable Living Environment <input type="radio"/> Economic Opportunity	1 Remediate and redevelop brownfields				
Outcome Categories <input type="checkbox"/> Availability/Accessibility <input type="checkbox"/> Affordability <input checked="" type="checkbox"/> Sustainability	2				
	3				
Project-level Accomplishments	10 Housing Units	Proposed	9	Accompl. Type:	Proposed
		Underway	7		Underway
		Complete			Complete
	Accompl. Type:	Proposed		Accompl. Type:	Proposed
		Underway			Underway
		Complete			Complete
	Accompl. Type:	Proposed		Accompl. Type:	Proposed
		Underway			Underway
		Complete			Complete
Proposed Outcome		Performance Measure		Actual Outcome	
Obj: Suitable living env. Out: Sustainability		9 blighted properties will be cleared.		7 underway to completed in 2015-16.	
04 Clearance and Demolition 570.201(d)			Matrix Codes		
Matrix Codes			Matrix Codes		
Matrix Codes			Matrix Codes		
Program Year 1	CDBG	Proposed Amt.	\$95,000	Fund Source:	Proposed Amt.
		Actual Amount	13,351		Actual Amount
	Other	Proposed Amt.		Fund Source:	Proposed Amt.
		Actual Amount			Actual Amount
	10 Housing Units	Proposed Units	9	Accompl. Type:	Proposed Units
		Actual Units	0		Actual Units
	Accompl. Type:	Proposed Units		Accompl. Type:	Proposed Units
		Actual Units			Actual Units

Project Name: HOME General Administration and Planning						
Description:	IDIS Project #: 8 (2014) UOG Code: MI260432 BATTLE CREEK					
This activity will fund the necessary administrative and planning costs associated with the development, administration, implementation and monitoring of all HOME funded program and activities.						
Location:	Priority Need Category					
City wide.	Select one: <input type="text" value="Planning/Administration"/>					
Explanation:						
Expected Completion Date:	This activity will fund the administration of the City's HOME Program.					
6/30/2015	National Objective Code: N/A					
Objective Category	Specific Objectives					
<input type="radio"/> Decent Housing <input type="radio"/> Suitable Living Environment <input type="radio"/> Economic Opportunity	1 <input type="text" value="Improve the services for low/mod income persons"/>					
	2 <input type="text"/>					
	3 <input type="text"/>					
Outcome Categories						
<input type="checkbox"/> Availability/Accessibility <input type="checkbox"/> Affordability <input type="checkbox"/> Sustainability						
Project-level Accomplishments	Other <input type="text"/>	Proposed		Accompl. Type: <input type="text"/>	Proposed	
	Admin only.	Underway		Accompl. Type: <input type="text"/>	Underway	
		Complete			Complete	
		Proposed			Proposed	
	Accompl. Type: <input type="text"/>	Underway		Accompl. Type: <input type="text"/>	Underway	
		Complete			Complete	
		Proposed			Proposed	
	Accompl. Type: <input type="text"/>	Underway		Accompl. Type: <input type="text"/>	Underway	
		Complete			Complete	
Proposed			Proposed			
Proposed Outcome		Performance Measure		Actual Outcome		
HOME Program administration 2014-15		HOME funded programs achieve stated goals		HOME funded programs achieved stated goals		
21A General Program Administration 570.206 <input type="text"/>		Matrix Codes <input type="text"/>				
Matrix Codes <input type="text"/>		Matrix Codes <input type="text"/>				
Matrix Codes <input type="text"/>		Matrix Codes <input type="text"/>				
HOME <input type="text"/>	Proposed Amt.	26,506	Fund Source: <input type="text"/>	Proposed Amt.		
	Actual Amount	0		Actual Amount		
Fund Source: <input type="text"/>	Proposed Amt.		Fund Source: <input type="text"/>	Proposed Amt.		
	Actual Amount			Actual Amount		
Other <input type="text"/>	Proposed Units		Accompl. Type: <input type="text"/>	Proposed Units		
	Actual Units			Actual Units		
Accompl. Type: <input type="text"/>	Proposed Units		Accompl. Type: <input type="text"/>	Proposed Units		
	Actual Units			Actual Units		

Project Name: Community Action Agency - HOME Homeowner Rehabilitation					
Description:	IDIS Project #: 9 (2014) UOG Code: MI260432 BATTLE CREEK				
This activity will provide grants and forgivable loans to very low and low income homeowners (up to \$20,000) for rehabilitation work and up to \$15,000 for lead-based paint hazard remediation.					
Location: City wide.	Priority Need Category Select one: Owner Occupied Housing				
Expected Completion Date: 6/30/2015	Explanation: LMI owner households will be assisted with rehabilitation work to improve the health, safety and condition of their properties including lead-based paint hazard remediation. National Objective Code: LMH				
Objective Category <input checked="" type="radio"/> Decent Housing <input type="radio"/> Suitable Living Environment <input type="radio"/> Economic Opportunity	Specific Objectives				
Outcome Categories <input type="checkbox"/> Availability/Accessibility <input type="checkbox"/> Affordability <input checked="" type="checkbox"/> Sustainability	1 Improve the quality of owner housing 2 3				
Project-level Accomplishments	10 Housing Units	Proposed	4	Accompl. Type:	Proposed
		Underway			Underway
		Complete	4		Complete
	Accompl. Type:	Proposed		Accompl. Type:	Proposed
		Underway			Underway
		Complete			Complete
	Accompl. Type:	Proposed		Accompl. Type:	Proposed
		Underway			Underway
		Complete			Complete
Proposed Outcome	Performance Measure	Actual Outcome			
Obj: Decent Housing Out: Sustainability	4 housing units/LMI families assisted.	4 housing units/LMI families assisted.			
14A Rehab; Single-Unit Residential 570.202	Matrix Codes	Matrix Codes			
Matrix Codes	Matrix Codes	Matrix Codes			
Matrix Codes	Matrix Codes	Matrix Codes			
HOME	Proposed Amt.	142,500	Fund Source:	Proposed Amt.	
	Actual Amount	112,352		Actual Amount	
Fund Source:	Proposed Amt.		Fund Source:	Proposed Amt.	
	Actual Amount			Actual Amount	
10 Housing Units	Proposed Units	4	Accompl. Type:	Proposed Units	
	Actual Units	4		Actual Units	
Accompl. Type:	Proposed Units		Accompl. Type:	Proposed Units	
	Actual Units			Actual Units	

Project Name: Neighborhoods, Inc. - Acquisition/Development/Resale					
Description:	IDIS Project #: 10 (2014) UOG Code: MI260432 BATTLE CREEK				
This activity will fund the purchase, rehabilitation and resale of dilapidated residential properties throughout the City. This CHDO eligible activity will utilize a total of 40.5% of the City's 2012 HOME allocation thereby meeting HUD's regulatory requirement to fund CHDO eligible activities.					
Location:	Priority Need Category				
City wide.	Select one: Owner Occupied Housing				
Explanation:					
Expected Completion Date: 6/30/2015	This activity will provide affordable homeownership opportunities to LMI home buyers and help revitalize neighborhood areas as well.				
Objective Category	National Objective Code: LMH				
<input checked="" type="radio"/> Decent Housing <input type="radio"/> Suitable Living Environment <input type="radio"/> Economic Opportunity	Specific Objectives				
Outcome Categories	1 Increase the availability of affordable owner housing				
<input checked="" type="checkbox"/> Availability/Accessibility	2 Improve the quality of owner housing				
<input checked="" type="checkbox"/> Affordability	3 Improve access to affordable owner housing				
<input type="checkbox"/> Sustainability					
Project-level Accomplishments	10 Housing Units	Proposed	1	Accompl. Type:	Proposed
		Underway			Underway
		Complete	0		Complete
	Accompl. Type:	Proposed		Accompl. Type:	Proposed
		Underway			Underway
		Complete			Complete
	Accompl. Type:	Proposed		Accompl. Type:	Proposed
		Underway			Underway
		Complete			Complete
Proposed Outcome	Performance Measure	Actual Outcome			
Obj: Decent Housing Out: Affordability	Purchase, rehab and resale of 1 units for LMI homeownership	Goal not met within program year.			
14A Rehab; Single-Unit Residential 570.202	Matrix Codes	Matrix Codes			
Matrix Codes	Matrix Codes	Matrix Codes			
Matrix Codes	Matrix Codes	Matrix Codes			
HOME	Proposed Amt.	115,000	Fund Source:	Proposed Amt.	
	Actual Amount	0		Actual Amount	
Fund Source:	Proposed Amt.		Fund Source:	Proposed Amt.	
	Actual Amount			Actual Amount	
10 Housing Units	Proposed Units	1	Accompl. Type:	Proposed Units	
	Actual Units	0		Actual Units	
Accompl. Type:	Proposed Units		Accompl. Type:	Proposed Units	
	Actual Units			Actual Units	

City of Battle Creek
2014-15 Summary of Specific Annual Objectives / Goals (Table 3A)

	2010			2011			2012			2013			2014			Cumulative*		
	Goal	Actual	%	Goal	Actual	%	Goal	Actual	%	Goal	Actual	%	Goal	Actual	%	Goal	Actual	%
Decent Housing																		
# of Homes / Families receiving housing rehabilitation assistance	45	37	82%	39	36	92%	27	48	178%	44	38	86%	64	66	103%	219	225	103%
# of New housing units created for LMI purchasers	1	0	0%	1	5	500%	1	1	100%	1	1	100%	1	0	0%	5	7	140%
TOTALS	46	37	80%	40	41	103%	28	49	175%	45	39	87%	65	66	102%	224	232	104%

	2010			2011			2012			2013			2014			Cumulative*		
	Goal	Actual	%	Goal	Actual	%	Goal	Actual	%									
Suitable Living Environment																		
# of persons in LMI areas benefiting from Code Compliance activities	26,660	26,660	100%	26,660	26,660	100%	26,660	26,660	100%	26,660	26,660	100%	26,660	26,660	100%	133,300	133,300	100%
# of persons in LMI areas benefiting from Street Improvement activities	1,695	1,695	100%	1,027	1,027	100%	-	-	-	1,656	1,656	100%	867	867	100%	5,245	5,245	100%
# of individuals benefiting from Public Service activities	3,401	4,154	122%	2,337	3,213	137%	2,920	3,657	125%	-	-	-	-	-	0%	8,658	11,024	127%
TOTALS	31,756	32,509	102%	30,024	30,900	103%	29,580	30,317	102%	28,316	28,316	100%				147,203	149,569	102%

	2010			2011			2012			2013			2014			Cumulative*		
	Goal	Actual	%	Goal	Actual	%												
Expanding Economic Opportunities																		

* Cumulative Results are Reported at Year-end in the Consolidated Annual Performance Evaluation Report (CAPER)

Appendix B
CDBG Activities Summary Report (PR03)



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PGM Year: 2012
Project: 0003 - Code Enforcement
IDIS Activity: 604 - Code Enforcement

Status: Completed 8/27/2014 12:00:00 AM
Location: 10 N Division St Battle Creek, MI 49014-4004

Objective: Create suitable living environments
Outcome: Sustainability
Matrix Code: Code Enforcement (15) **National Objective:** LMA

Initial Funding Date: 08/31/2012

Description:
 Provide staffing for the City's Neighborhood Code Compliance Division.

Financing

	Fund Type	Grant Year	Grant	Funded Amount	Drawn In Program Year	Drawn Thru Program Year
CDBG	EN	Pre-2015		\$392,801.02	\$0.00	\$0.00
		2011	B11MC260002		\$0.00	\$1,572.86
		2012	B12MC260002		\$0.00	\$338,381.83
		2013	B13MC260002		\$0.00	\$52,846.33
	RL	Pre-2015		\$226,438.80	\$0.00	\$0.00
		2012	B12MC260002		\$0.00	\$226,438.80
Total	Total			\$619,239.82	\$0.00	\$619,239.82

Proposed Accomplishments

People (General) : 26,660
 Total Population in Service Area: 26,660
 Census Tract Percent Low / Mod: 64.60

Annual Accomplishments

Years	Accomplishment Narrative	# Benefitting
2012	This activity is complete for the 2012-13 program year. Remaining funds will be brought forward for use in the next program year and accomplishments will be reported at the new activity number.	



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PGM Year: 2013
Project: 0001 - General Planning and Administration
IDIS Activity: 619 - General Planning and Administration

Status: Completed 8/27/2014 12:00:00 AM
 Location: ,

Objective:
 Outcome:
 Matrix Code: General Program Administration (21A) National Objective:

Initial Funding Date: 08/16/2013

Description:
 Provide necessary staffing to develop, implement and monitor the overall performance of all Community Development Block Grant programs within the City.

Financing

	Fund Type	Grant Year	Grant	Funded Amount	Drawn In Program Year	Drawn Thru Program Year
CDBG	EN	Pre-2015		\$90,458.40	\$0.00	\$0.00
		2012	B12MC260002		\$0.00	\$50,114.38
		2013	B13MC260002		\$0.00	\$40,344.02
Total	Total			\$90,458.40	\$0.00	\$90,458.40

Proposed Accomplishments

Actual Accomplishments

<i>Number assisted:</i>	Owner		Renter		Total		Person	
	Total	Hispanic	Total	Hispanic	Total	Hispanic	Total	Hispanic
White:					0	0		
Black/African American:					0	0		
Asian:					0	0		
American Indian/Alaskan Native:					0	0		
Native Hawaiian/Other Pacific Islander:					0	0		
American Indian/Alaskan Native & White:					0	0		
Asian White:					0	0		
Black/African American & White:					0	0		
American Indian/Alaskan Native & Black/African American:					0	0		
Other multi-racial:					0	0		
Asian/Pacific Islander:					0	0		
Hispanic:					0	0		
Total:	0	0	0	0	0	0	0	0
Female-headed Households:					0			



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Income Category:

	Owner	Renter	Total	Person
Extremely Low			0	
Low Mod			0	
Moderate			0	
Non Low Moderate			0	
Total	0	0	0	0
Percent Low/Mod				

Annual Accomplishments

No data returned for this view. This might be because the applied filter excludes all data.



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PGM Year: 2013
Project: 0002 - Neighborhood Planning Administration
IDIS Activity: 620 - Neighborhood Planning Administration

Status: Completed 8/27/2014 12:00:00 AM
Location: ,

Objective:
Outcome:
Matrix Code: Planning (20) **National Objective:**

Initial Funding Date: 08/19/2013

Description:

The City has an established neighborhood planning network, providing meaningful input to the City regarding services, programs and policies. The Neighborhood Planning component of CDBG allows continuation of this effort to obtain resident input on local and HUD planning documents.

Financing

	Fund Type	Grant Year	Grant	Funded Amount	Drawn In Program Year	Drawn Thru Program Year
CDBG	EN	Pre-2015		\$102,214.60	\$0.00	\$0.00
		2012	B12MC260002		\$0.00	\$42,852.16
		2013	B13MC260002		\$0.00	\$59,362.44
Total	Total			\$102,214.60	\$0.00	\$102,214.60

Proposed Accomplishments

Actual Accomplishments

<i>Number assisted:</i>	Owner		Renter		Total		Person	
	Total	Hispanic	Total	Hispanic	Total	Hispanic	Total	Hispanic
White:					0	0		
Black/African American:					0	0		
Asian:					0	0		
American Indian/Alaskan Native:					0	0		
Native Hawaiian/Other Pacific Islander:					0	0		
American Indian/Alaskan Native & White:					0	0		
Asian White:					0	0		
Black/African American & White:					0	0		
American Indian/Alaskan Native & Black/African American:					0	0		
Other multi-racial:					0	0		
Asian/Pacific Islander:					0	0		
Hispanic:					0	0		
Total:	0	0	0	0	0	0	0	0



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Female-headed Households:

0

Income Category:

	Owner	Renter	Total	Person
Extremely Low			0	
Low Mod			0	
Moderate			0	
Non Low Moderate			0	
Total	0	0	0	0
Percent Low/Mod				

Annual Accomplishments

No data returned for this view. This might be because the applied filter excludes all data.



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PGM Year: 2013
Project: 0003 - Code Enforcement
IDIS Activity: 621 - Code Enforcement

Status: Open
Location: 77 Michigan Ave E Ste 220 Battle Creek, MI 49017-7032

Objective: Create suitable living environments
Outcome: Sustainability
Matrix Code: Code Enforcement (15) **National Objective:** LMA

Initial Funding Date: 08/19/2013

Description:

Carry out code enforcement in LMI areas of the City to complement other Community Development activities.
 This activity will serve to arrest the decline in areas due to code violations, abandoned inoperable vehicles, citizen complaints regarding refuse and weed control and housing code violations.
 65% of citizens residing in these areas are LMI

Financing

	Fund Type	Grant Year	Grant	Funded Amount	Drawn In Program Year	Drawn Thru Program Year
CDBG	EN	Pre-2015		\$422,401.00	\$0.00	\$0.00
		2013	B13MC260002		\$84,906.19	\$187,247.80
		2014	B14MC260002		\$123,521.69	\$123,521.69
	RL	Pre-2015		\$80,196.68	\$0.00	\$0.00
		2013	B13MC260002		\$0.00	\$38,296.68
		2014	B14MC260002		\$41,900.00	\$41,900.00
Total	Total		\$502,597.68	\$250,327.88	\$390,966.17	

Proposed Accomplishments

People (General) : 26,660
 Total Population in Service Area: 26,660
 Census Tract Percent Low / Mod: 64.60

Annual Accomplishments

Years	Accomplishment Narrative	# Benefiting
2013	This activity is complete for the 2013-14 program year. Remaining funds will be brought forward for use in the next program year and accomplishments will be reported at the new activity number.	



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PGM Year: 2013
Project: 0004 - Housing Rehabilitation Administration
IDIS Activity: 622 - Housing Rehabilitation Administration

Status: Completed 5/12/2015 12:00:00 AM
Location: 77 Michigan Ave E Ste 220 Suite 220 Battle Creek, MI 49017-7032

Objective: Provide decent affordable housing
Outcome: Sustainability
Matrix Code: Rehabilitation Administration (14H) **National Objective:** LMH

Initial Funding Date: 08/19/2013

Description:
 Required staffing and professional services to carry out the City's housing rehabilitation programs to assist LMI households throughout the community.

Financing

	Fund Type	Grant Year	Grant	Funded Amount	Drawn In Program Year	Drawn Thru Program Year
CDBG	EN	Pre-2015		\$109,730.00	\$0.00	\$0.00
		2012	B12MC260002		\$0.00	\$42,695.95
		2013	B13MC260002		\$14,173.79	\$67,034.05
	RL	Pre-2015		\$350.00	\$0.00	\$0.00
		2013	B13MC260002		\$0.00	\$350.00
Total	Total			\$110,080.00	\$14,173.79	\$110,080.00

Proposed Accomplishments

Actual Accomplishments

Number assisted:

	Owner		Renter		Total		Person	
	Total	Hispanic	Total	Hispanic	Total	Hispanic	Total	Hispanic
White:	0	0	0	0	0	0		0
Black/African American:	0	0	0	0	0	0	0	0
Asian:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native:	0	0	0	0	0	0	0	0
Native Hawaiian/Other Pacific Islander:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & White:	0	0	0	0	0	0	0	0
Asian White:	0	0	0	0	0	0	0	0
Black/African American & White:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & Black/African American:	0	0	0	0	0	0	0	0
Other multi-racial:	0	0	0	0	0	0	0	0
Asian/Pacific Islander:	0	0	0	0	0	0	0	0
Hispanic:	0	0	0	0	0	0	0	0



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Total: 0 0 0 0 0 0 0 0

Female-headed Households: 0 0 0 0

Income Category:

	Owner	Renter	Total	Person
Extremely Low	0	0	0	0
Low Mod	0	0	0	0
Moderate	0	0	0	0
Non Low Moderate	0	0	0	0
Total	0	0	0	0
Percent Low/Mod				

Annual Accomplishments

Years	Accomplishment Narrative	# Benefitting
2013	This activity is complete for the 2013-14 program year.	



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PGM Year: 2013
Project: 0005 - Housing Rehabilitation Minor Home Repair
IDIS Activity: 623 - Housing Rehabilitation Minor Home Repair

Status: Completed 5/12/2015 12:00:00 AM **Objective:** Provide decent affordable housing
Location: 128 Post Ave Battle Creek, MI 49014-5059 **Outcome:** Sustainability
Matrix Code: Rehab; Single-Unit Residential (14A) **National Objective:** LMH

Initial Funding Date: 08/19/2013

Description:
 City provides housing rehabilitation assistance to LMI owner households to improve their living conditions.

Financing

	Fund Type	Grant Year	Grant	Funded Amount	Drawn In Program Year	Drawn Thru Program Year
CDBG	EN	Pre-2015		\$264,212.00	\$0.00	\$0.00
		2012	B12MC260002		\$0.00	\$99,664.53
		2013	B13MC260002		\$92,498.17	\$164,547.47
	RL	Pre-2015		\$69,499.62	\$0.00	\$0.00
		2013	B13MC260002		\$36,062.00	\$69,499.62
Total	Total			\$333,711.62	\$128,560.17	\$333,711.62

Proposed Accomplishments

Housing Units : 40

Actual Accomplishments

Number assisted:

	Owner		Renter		Total		Person	
	Total	Hispanic	Total	Hispanic	Total	Hispanic	Total	Hispanic
White:	19	2	0	0	19	2	0	0
Black/African American:	13	0	0	0	13	0	0	0
Asian:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native:	0	0	0	0	0	0	0	0
Native Hawaiian/Other Pacific Islander:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & White:	0	0	0	0	0	0	0	0
Asian White:	0	0	0	0	0	0	0	0
Black/African American & White:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & Black/African American:	0	0	0	0	0	0	0	0
Other multi-racial:	0	0	0	0	0	0	0	0
Asian/Pacific Islander:	0	0	0	0	0	0	0	0



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Hispanic:	0	0	0	0	0	0	0	0
Total:	32	2	0	0	32	2	0	0
Female-headed Households:	25		0		25			

Income Category:

	Owner	Renter	Total	Person
Extremely Low	4	0	4	0
Low Mod	11	0	11	0
Moderate	17	0	17	0
Non Low Moderate	0	0	0	0
Total	32	0	32	0
Percent Low/Mod	100.0%		100.0%	

Annual Accomplishments

Years	Accomplishment Narrative	# Benefitting
2013	22 Households were served in quarters 1 and 2 of the 2013-14 program year. 4 Households were served in quarter 3 of the 2013-14 program year. 6 Households were served in quarter 4 of the 2013-14 program year.	



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PGM Year: 2013
Project: 0006 - Street Reconstruction
IDIS Activity: 624 - Street Reconstruction

Status: Completed 8/28/2014 12:00:00 AM
Location: 77 Michigan Ave E Ste 220 Battle Creek, MI 49017-7032

Objective: Create suitable living environments
Outcome: Sustainability
Matrix Code: Street Improvements (03K) **National Objective:** LMA

Initial Funding Date: 08/19/2013

Description:

This area benefit project will improve streets and sidewalks in one of the City's LMI identified NPC's. 1,656 individuals reside in teh CTBG's affected by this project. 78.1% of those individuals (1293) are LMI.

Financing

	Fund Type	Grant Year	Grant	Funded Amount	Drawn In Program Year	Drawn Thru Program Year
CDBG	EN	Pre-2015		\$238,000.00	\$0.00	\$0.00
		2013	B13MC260002		\$0.00	\$238,000.00
Total	Total			\$238,000.00	\$0.00	\$238,000.00

Proposed Accomplishments

People (General) : 1,656
 Total Population in Service Area: 1,656
 Census Tract Percent Low / Mod: 80.70

Annual Accomplishments

Years	Accomplishment Narrative	# Benefitting
2013	This activity affected 3 streets in the City's low- to moderate-income neighborhoods. The entire length of Warren Street was resurfaced along with new sidewalk on the north side. Oak Street to Willow Street and Willow Street from Oakhill Drive to Main Street was reconstructed, which included complete reconstruction of the bituminous surface, all concrete sidewalks, curbs, and gutters. 1656 people were affected by this activity.	



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PGM Year: 2014
Project: 0001 - General Planning and Administration
IDIS Activity: 630 - General Planning and Administration

Status: Open
Location: ,
Objective:
Outcome:
Matrix Code: General Program Administration (21A) **National Objective:**

Initial Funding Date: 09/03/2014

Description:
 Community Development Staff will administer the City's 2014-2015CDBG program adhering to program policies and regulations,provide technical assistance to sub-recipients and monitor activities.

Financing

	Fund Type	Grant Year	Grant	Funded Amount	Drawn In Program Year	Drawn Thru Program Year
CDBG	EN	Pre-2015		\$97,979.00	\$0.00	\$0.00
		2013	B13MC260002		\$38,995.28	\$38,995.28
		2014	B14MC260002		\$25,740.85	\$25,740.85
Total	Total			\$97,979.00	\$64,736.13	\$64,736.13

Proposed Accomplishments

Actual Accomplishments

<i>Number assisted:</i>	Owner		Renter		Total		Person	
	Total	Hispanic	Total	Hispanic	Total	Hispanic	Total	Hispanic
White:					0	0		
Black/African American:					0	0		
Asian:					0	0		
American Indian/Alaskan Native:					0	0		
Native Hawaiian/Other Pacific Islander:					0	0		
American Indian/Alaskan Native & White:					0	0		
Asian White:					0	0		
Black/African American & White:					0	0		
American Indian/Alaskan Native & Black/African American:					0	0		
Other multi-racial:					0	0		
Asian/Pacific Islander:					0	0		
Hispanic:					0	0		
Total:	0	0	0	0	0	0	0	0



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Female-headed Households:

0

Income Category:

	Owner	Renter	Total	Person
Extremely Low			0	
Low Mod			0	
Moderate			0	
Non Low Moderate			0	
Total	0	0	0	0
Percent Low/Mod				

Annual Accomplishments

No data returned for this view. This might be because the applied filter excludes all data.



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PGM Year: 2014
Project: 0002 - Neighborhood Planning Administration
IDIS Activity: 631 - Neighborhood Planning Administration

Status: Open
Location: ,
Objective:
Outcome:
Matrix Code: Planning (20) **National Objective:**

Initial Funding Date: 09/03/2014

Description:
 Provide the necessary management to conduct specific studies related to the overall program design of the comprehensive planning process and the development of the Consolidated Plan, involving Neighborhood Planning Councils, civic organizations, individuals, and other boards, commissions and committees.

Financing

	Fund Type	Grant Year	Grant	Funded Amount	Drawn In Program Year	Drawn Thru Program Year
CDBG	EN	Pre-2015		\$130,000.00	\$0.00	\$0.00
		2013	B13MC260002		\$53,010.87	\$53,010.87
		2014	B14MC260002		\$66,392.18	\$66,392.18
Total	Total			\$130,000.00	\$119,403.05	\$119,403.05

Proposed Accomplishments

Actual Accomplishments

Number assisted:

	Owner		Renter		Total		Person	
	Total	Hispanic	Total	Hispanic	Total	Hispanic	Total	Hispanic
White:					0	0		
Black/African American:					0	0		
Asian:					0	0		
American Indian/Alaskan Native:					0	0		
Native Hawaiian/Other Pacific Islander:					0	0		
American Indian/Alaskan Native & White:					0	0		
Asian White:					0	0		
Black/African American & White:					0	0		
American Indian/Alaskan Native & Black/African American:					0	0		
Other multi-racial:					0	0		
Asian/Pacific Islander:					0	0		
Hispanic:					0	0		
Total:	0							



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Female-headed Households:

0

Income Category:

	Owner	Renter	Total	Person
Extremely Low			0	
Low Mod			0	
Moderate			0	
Non Low Moderate			0	
Total	0	0	0	0
Percent Low/Mod				

Annual Accomplishments

No data returned for this view. This might be because the applied filter excludes all data.



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PGM Year: 2014
Project: 0003 - Code Enforcement
IDIS Activity: 632 - Code Enforcement

Status: Open
Location: 10 N Division St Battle Creek, MI 49014-4004

Objective: Create suitable living environments
Outcome: Sustainability
Matrix Code: Code Enforcement (15) **National Objective:** LMA

Initial Funding Date: 09/03/2014

Description:
 Carry out code enforcement in targeted areas within LMI areas of the City to complement other Community Development activities. This activity will serve to arrest the decline in areas due to code violations, abandoned inoperable vehicles, citizen complaints regarding refuse and weed control and housing code violations. 65% of citizens residing in these areas are LMI.

Financing

	Fund Type	Grant Year	Grant	Funded Amount	Drawn In Program Year	Drawn Thru Program Year
CDBG	EN	Pre-2015		\$372,401.00	\$0.00	\$0.00
		2013	B13MC260002		\$1,433.50	\$1,433.50
		2014	B14MC260002		\$1,864.50	\$1,864.50
Total	Total			\$372,401.00	\$3,298.00	\$3,298.00

Proposed Accomplishments
 People (General) : 21,455
 Total Population in Service Area: 21,455
 Census Tract Percent Low / Mod: 59.50

Annual Accomplishments
 No data returned for this view. This might be because the applied filter excludes all data.



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PGM Year: 2014
Project: 0004 - Housing Rehabilitation Administration
IDIS Activity: 633 - Housing Rehabilitation Administration

Status: Open
Location: 10 N Division St Battle Creek, MI 49014-4004

Objective: Provide decent affordable housing
Outcome: Sustainability
Matrix Code: Rehabilitation Administration (14H) **National Objective:** LMH

Initial Funding Date: 09/03/2014

Description:
 Provide staffing to carry out rehabilitation programs to undertake marketing, loan intake, processing, property inspections, cost estimating, contractor procurement, progress and final inspections, contractor pay requests, processing change orders and providing lead risk assessments and lead clearance when applicable.

Financing

	Fund Type	Grant Year	Grant	Funded Amount	Drawn In Program Year	Drawn Thru Program Year
CDBG	EN	Pre-2015		\$89,500.00	\$0.00	\$0.00
		2013	B13MC260002		\$40,731.06	\$40,731.06
		2014	B14MC260002		\$48,134.96	\$48,134.96
Total	Total			\$89,500.00	\$88,866.02	\$88,866.02

Proposed Accomplishments

Actual Accomplishments

Number assisted:

	Owner		Renter		Total		Person	
	Total	Hispanic	Total	Hispanic	Total	Hispanic	Total	Hispanic
White:	0	0	0	0	0	0	0	0
Black/African American:	0	0	0	0	0	0	0	0
Asian:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native:	0	0	0	0	0	0	0	0
Native Hawaiian/Other Pacific Islander:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & White:	0	0	0	0	0	0	0	0
Asian White:	0	0	0	0	0	0	0	0
Black/African American & White:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & Black/African American:	0	0	0	0	0	0	0	0
Other multi-racial:	0	0	0	0	0	0	0	0
Asian/Pacific Islander:	0	0	0	0	0	0	0	0
Hispanic:	0	0	0	0	0	0	0	0
Total:	0							



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Other multi-racial:	0	0	0	0	0	0	0	0
Asian/Pacific Islander:	0	0	0	0	0	0	0	0
Hispanic:	0	0	0	0	0	0	0	0
Total:	47	1	0	0	47	1	0	0

Female-headed Households: 0 0 0 0

Income Category:

	Owner	Renter	Total	Person
Extremely Low	1	0	1	0
Low Mod	23	0	23	0
Moderate	23	0	23	0
Non Low Moderate	0	0	0	0
Total	47	0	47	0
Percent Low/Mod	100.0%		100.0%	

Annual Accomplishments

Years	Accomplishment Narrative	# Benefitting
2014	15 Households were served in quarter 1 of the 2014-15 program year. 14 Households were served in quarter 2 of the 2014-15 program year. 17 Households were served in quarter 3 of the 2014-15 program year.	



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PGM Year: 2014
Project: 0006 - Street Reconstruction
IDIS Activity: 635 - Street Reconstruction

Status: Completed 7/31/2015 12:00:00 AM
Location: 10 N Division St Battle Creek, MI 49014-4004

Objective: Create suitable living environments
Outcome: Sustainability
Matrix Code: Street Improvements (03K) **National Objective:** LMA

Initial Funding Date: 09/03/2014

Description:

This proposed project will affect the North Central Neighborhood. Manchester Street from Hubbard Street to Kendall Street will be reconstructed. This work will include the complete reconstruction of the bituminous surface, all concrete sidewalks, curbs and gutters.

Financing

	Fund Type	Grant Year	Grant	Funded Amount	Drawn In Program Year	Drawn Thru Program Year
CDBG	EN	Pre-2015		\$100,000.00	\$0.00	\$0.00
		2013	B13MC260002		\$100,000.00	\$100,000.00
Total	Total			\$100,000.00	\$100,000.00	\$100,000.00

Proposed Accomplishments

People (General) : 867
 Total Population in Service Area: 1,420
 Census Tract Percent Low / Mod: 68.70

Annual Accomplishments

Years	Accomplishment Narrative	# Benefitting
2014	Manchester Street from Hubbard Street to Kendall Street was reconstructed. This work included the complete reconstruction of the bituminous surface, all concrete sidewalks, curbs and gutters. This street is within the North Central Neighborhood and serves 12 households, a church and a community center located on the street as well as 975 Low and Moderate Income individuals living on neighboring blocks.	



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PGM Year: 2014
Project: 0007 - Demolition Program
IDIS Activity: 636 - Demolition Program

Status: Open
Location: 10 N Division St Battle Creek, MI 49014-4004

Objective: Create suitable living environments
Outcome: Sustainability
Matrix Code: Clearance and Demolition (04) **National Objective:** LMA

Initial Funding Date: 09/03/2014

Description:
 This activity provides funds for the demolition of blighted vacant or abandoned buildings. These funds will be used in conjunction with code and housing rehab activities with the goal of arresting decline in areas targeted by theCity as blighted and distressed.

Financing

	Fund Type	Grant Year	Grant	Funded Amount	Drawn In Program Year	Drawn Thru Program Year
CDBG	EN	Pre-2015		\$75,000.00	\$0.00	\$0.00
		2014	B14MC260002		\$17,773.16	\$17,773.16
Total	Total			\$75,000.00	\$17,773.16	\$17,773.16

Proposed Accomplishments
 Housing Units : 7
 Total Population in Service Area: 21,455
 Census Tract Percent Low / Mod: 59.50

Annual Accomplishments
 No data returned for this view. This might be because the applied filter excludes all data.



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Total Funded Amount:	\$3,238,290.48
Total Drawn Thru Program Year:	\$2,655,174.65
Total Drawn In Program Year:	\$1,163,565.88

Appendix C
Summary of Consolidated Plan Projects (PR06)

U.S. DEPARTMENT OF HOUSING AND
URBAN DEVELOPMENT
OFFICE OF COMMUNITY PLANNING AND
DEVELOPMENT

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PR06 - Summary of Consolidated Plan
Projects for Report Year

IDIS

Plan IDIS Year Project	Project Title and Description		Program	Project Estimate	Committed Amount	Amount Drawn Thru Report Year	Amount Available to Draw	Amount Drawn in Report Year
2014 1	General Planning and Administration	Provide necessary staffing to develop, implement and monitor the overall performance of all Community Development Block Grant programs within the City.	CDBG	\$97,979.00	\$97,979.00	\$64,736.13	\$33,242.87	\$64,736.13
2	Neighborhood Planning Administration	Provide the necessary management to conduct specific studies related to the overall program design of the comprehensive planning process and the development of the Consolidated Plan, involving Neighborhood Planning Councils, civic organizations, individuals, and other boards, commissions and committees.	CDBG	\$130,000.00	\$130,000.00	\$119,403.05	\$10,596.95	\$119,403.05
3	Code Enforcement	Provide staffing for the City's Neighborhood Code Compliance Division to carry out code enforcement in targeted areas within LMI neighborhoods. This project will serve to arrest the decline in areas due to vacant and abandoned buildings, abandoned vehicles, refuse and weed control, and housing code violations.	CDBG	\$422,401.00	\$372,401.00	\$3,298.00	\$369,103.00	\$3,298.00
4	Housing Rehabilitation Administration	Provide staffing to carry out rehabilitation programs to undertake marketing, loan intake, processing, property inspections, cost estimating, contractor procurement, progress and final inspections, contractor pay requests, processing change orders and providing lead risk assessments and lead clearance when applicable.	CDBG	\$82,000.00	\$89,500.00	\$88,866.02	\$633.98	\$88,866.02
5	Housing Rehabilitation Minor Home Repair	The City provides grants to homeowners for necessary repairs. The primary focus will be exterior repairs for cited code violations and health and safety issues. All work will comply with HUD and EPA regulations including those that address the treatment of lead-based paint hazards, or potential hazards, and asbestos hazards. This activity also provides necessary funding to cover subsidies and defaults on all outstanding lender originated rehabilitation loans.	CDBG	\$328,402.00	\$377,108.36	\$376,427.68	\$680.68	\$376,427.68
6	Street Reconstruction	This proposed project will affect the North Central Neighborhood. Manchester Street from Hubbard Street to Kendall Street will be reconstructed. This work will include the complete reconstruction of the bituminous surface, all concrete sidewalks, curbs and gutters.	CDBG	\$100,000.00	\$100,000.00	\$100,000.00	\$0.00	\$100,000.00
7	Demolition Program	This proposed project will provide funds for the demolition of blighted vacant or abandoned buildings. These funds will be used in conjunction with code and housing rehab activities with the goal of arresting decline in areas targeted by the City as blighted and distressed.	CDBG	\$75,000.00	\$75,000.00	\$17,773.16	\$57,226.84	\$17,773.16
8	HOME General Administration and Planning	This activity will fund the necessary administrative and planning costs associated with the development, administration, implementation and monitoring of all HOME funded program and activities.	HOME	\$25,527.00	\$25,527.60	\$963.55	\$24,564.05	\$963.55
9	Community Action Agency - HOME Homeowner Rehabilitation	This activity will provide grants and forgivable loans to very low and low income homeowners (up to \$20,000) for rehabilitation work and up to \$15,000 for lead-based paint hazard remediation.	HOME	\$142,500.00	\$162,465.31	\$77,788.68	\$84,676.63	\$77,788.68
10	Neighborhoods, Inc. - Acquisition/Development/Resale	This activity will fund the purchase, rehabilitation and resale of dilapidated residential properties throughout the City. This CHDO eligible activity will utilize a total of 40.6% of the City's 2014 HOME allocation thereby meeting HUD's regulatory requirement to fund CHDO eligible activities.	HOME	\$115,000.00	\$0.00	\$0.00	\$0.00	\$0.00

Appendix D
CDBG Financial Summary (PR26)



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 PR26 - CDBG Financial Summary Report
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PART I: SUMMARY OF CDBG RESOURCES

01 UNEXPENDED CDBG FUNDS AT END OF PREVIOUS PROGRAM YEAR	0.00
02 ENTITLEMENT GRANT	1,139,897.00
03 SURPLUS URBAN RENEWAL	0.00
04 SECTION 108 GUARANTEED LOAN FUNDS	0.00
05 CURRENT YEAR PROGRAM INCOME	43,725.00
05a CURRENT YEAR SECTION 108 PROGRAM INCOME (FOR SI TYPE)	0.00
06 RETURNS	0.00
07 ADJUSTMENT TO COMPUTE TOTAL AVAILABLE	0.00
08 TOTAL AVAILABLE (SUM, LINES 01-07)	1,183,622.00

PART II: SUMMARY OF CDBG EXPENDITURES

09 DISBURSEMENTS OTHER THAN SECTION 108 REPAYMENTS AND PLANNING/ADMINISTRATION	979,426.70
10 ADJUSTMENT TO COMPUTE TOTAL AMOUNT SUBJECT TO LOW/MOD BENEFIT	0.00
11 AMOUNT SUBJECT TO LOW/MOD BENEFIT (LINE 09 + LINE 10)	979,426.70
12 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION	184,139.18
13 DISBURSED IN IDIS FOR SECTION 108 REPAYMENTS	0.00
14 ADJUSTMENT TO COMPUTE TOTAL EXPENDITURES	0.00
15 TOTAL EXPENDITURES (SUM, LINES 11-14)	1,163,565.88
16 UNEXPENDED BALANCE (LINE 08 - LINE 15)	20,056.12

PART III: LOWMOD BENEFIT THIS REPORTING PERIOD

17 EXPENDED FOR LOW/MOD HOUSING IN SPECIAL AREAS	0.00
18 EXPENDED FOR LOW/MOD MULTI-UNIT HOUSING	0.00
19 DISBURSED FOR OTHER LOW/MOD ACTIVITIES	979,426.70
20 ADJUSTMENT TO COMPUTE TOTAL LOW/MOD CREDIT	0.00
21 TOTAL LOW/MOD CREDIT (SUM, LINES 17-20)	979,426.70
22 PERCENT LOW/MOD CREDIT (LINE 21/LINE 11)	100.00%

LOW/MOD BENEFIT FOR MULTI-YEAR CERTIFICATIONS

23 PROGRAM YEARS(PY) COVERED IN CERTIFICATION	PY: PY: PY:
24 CUMULATIVE NET EXPENDITURES SUBJECT TO LOW/MOD BENEFIT CALCULATION	0.00
25 CUMULATIVE EXPENDITURES BENEFITING LOW/MOD PERSONS	0.00
26 PERCENT BENEFIT TO LOW/MOD PERSONS (LINE 25/LINE 24)	0.00%

PART IV: PUBLIC SERVICE (PS) CAP CALCULATIONS

27 DISBURSED IN IDIS FOR PUBLIC SERVICES	0.00
28 PS UNLIQUIDATED OBLIGATIONS AT END OF CURRENT PROGRAM YEAR	0.00
29 PS UNLIQUIDATED OBLIGATIONS AT END OF PREVIOUS PROGRAM YEAR	0.00
30 ADJUSTMENT TO COMPUTE TOTAL PS OBLIGATIONS	0.00
31 TOTAL PS OBLIGATIONS (LINE 27 + LINE 28 - LINE 29 + LINE 30)	0.00
32 ENTITLEMENT GRANT	1,139,897.00
33 PRIOR YEAR PROGRAM INCOME	108,146.30
34 ADJUSTMENT TO COMPUTE TOTAL SUBJECT TO PS CAP	0.00
35 TOTAL SUBJECT TO PS CAP (SUM, LINES 32-34)	1,248,043.30
36 PERCENT FUNDS OBLIGATED FOR PS ACTIVITIES (LINE 31/LINE 35)	0.00%

PART V: PLANNING AND ADMINISTRATION (PA) CAP

37 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION	184,139.18
38 PA UNLIQUIDATED OBLIGATIONS AT END OF CURRENT PROGRAM YEAR	0.00
39 PA UNLIQUIDATED OBLIGATIONS AT END OF PREVIOUS PROGRAM YEAR	0.00
40 ADJUSTMENT TO COMPUTE TOTAL PA OBLIGATIONS	0.00
41 TOTAL PA OBLIGATIONS (LINE 37 + LINE 38 - LINE 39 +LINE 40)	184,139.18
42 ENTITLEMENT GRANT	1,139,897.00
43 CURRENT YEAR PROGRAM INCOME	43,725.00
44 ADJUSTMENT TO COMPUTE TOTAL SUBJECT TO PA CAP	0.00
45 TOTAL SUBJECT TO PA CAP (SUM, LINES 42-44)	1,183,622.00
46 PERCENT FUNDS OBLIGATED FOR PA ACTIVITIES (LINE 41/LINE 45)	15.56%



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LINE 17 DETAIL: ACTIVITIES TO CONSIDER IN DETERMINING THE AMOUNT TO ENTER ON LINE 17

Report returned no data.

LINE 18 DETAIL: ACTIVITIES TO CONSIDER IN DETERMINING THE AMOUNT TO ENTER ON LINE 18

Report returned no data.

LINE 19 DETAIL: ACTIVITIES INCLUDED IN THE COMPUTATION OF LINE 19

Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2014	6	635	5741833	Street Reconstruction	03K	LMA	\$100,000.00
					03K	Matrix Code	\$100,000.00
2014	7	636	5818830	Demolition Program	04	LMA	\$4,422.00
2014	7	636	5834663	Demolition Program	04	LMA	\$13,351.16
					04	Matrix Code	\$17,773.16
2013	5	623	5730027	Housing Rehabilitation Minor Home Repair	14A	LMH	\$36,062.00
2013	5	623	5741833	Housing Rehabilitation Minor Home Repair	14A	LMH	\$92,498.17
2014	5	634	5741833	Housing Rehabilitation Minor Home Repair	14A	LMH	\$15,130.24
2014	5	634	5752643	Housing Rehabilitation Minor Home Repair	14A	LMH	\$23,405.54
2014	5	634	5760037	Housing Rehabilitation Minor Home Repair	14A	LMH	\$43,976.03
2014	5	634	5770914	Housing Rehabilitation Minor Home Repair	14A	LMH	\$57,688.06
2014	5	634	5781890	Housing Rehabilitation Minor Home Repair	14A	LMH	\$32,551.88
2014	5	634	5792327	Housing Rehabilitation Minor Home Repair	14A	LMH	\$15,067.52
2014	5	634	5792556	Housing Rehabilitation Minor Home Repair	14A	LMH	\$1,825.00
2014	5	634	5807386	Housing Rehabilitation Minor Home Repair	14A	LMH	\$69,635.75
2014	5	634	5811632	Housing Rehabilitation Minor Home Repair	14A	LMH	\$21,131.16
2014	5	634	5834663	Housing Rehabilitation Minor Home Repair	14A	LMH	\$96,016.50
					14A	Matrix Code	\$504,987.85
2013	4	622	5741833	Housing Rehabilitation Administration	14H	LMH	\$14,173.79
2014	4	633	5741833	Housing Rehabilitation Administration	14H	LMH	\$12,098.95
2014	4	633	5752643	Housing Rehabilitation Administration	14H	LMH	\$8,430.63
2014	4	633	5760037	Housing Rehabilitation Administration	14H	LMH	\$7,633.57
2014	4	633	5770914	Housing Rehabilitation Administration	14H	LMH	\$12,567.91
2014	4	633	5781890	Housing Rehabilitation Administration	14H	LMH	\$4,384.37
2014	4	633	5792327	Housing Rehabilitation Administration	14H	LMH	\$7,661.74
2014	4	633	5807386	Housing Rehabilitation Administration	14H	LMH	\$11,789.01
2014	4	633	5811632	Housing Rehabilitation Administration	14H	LMH	\$2,229.26
2014	4	633	5834663	Housing Rehabilitation Administration	14H	LMH	\$22,070.58
					14H	Matrix Code	\$103,039.81
2013	3	621	5741833	Code Enforcement	15	LMA	\$48,914.50
2013	3	621	5752643	Code Enforcement	15	LMA	\$4,691.35
2013	3	621	5770914	Code Enforcement	15	LMA	\$31,300.34
2013	3	621	5771936	Code Enforcement	15	LMA	\$41,900.00
2013	3	621	5792327	Code Enforcement	15	LMA	\$20,072.08
2013	3	621	5811632	Code Enforcement	15	LMA	\$337.32
2013	3	621	5834663	Code Enforcement	15	LMA	\$103,112.29
2014	3	632	5752643	Code Enforcement	15	LMA	\$716.75
2014	3	632	5770914	Code Enforcement	15	LMA	\$716.75
2014	3	632	5811632	Code Enforcement	15	LMA	\$716.75
2014	3	632	5834663	Code Enforcement	15	LMA	\$1,147.75
					15	Matrix Code	\$253,625.88
Total							\$979,426.70

LINE 27 DETAIL: ACTIVITIES INCLUDED IN THE COMPUTATION OF LINE 27

Report returned no data.

Appendix E
HOME Match Report
And HOME Matching Liability Report (PR33)

Public reporting burden for this collection of information is estimated to average 45 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. This agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless that collection displays a valid OMB control number.

The HOME statute imposes a significant number of data collection and reporting requirements. This includes information on assisted properties, on the owners or tenants of the properties, and on other programmatic areas. The information will be used: 1) to assist HOME participants in managing their programs; 2) to track performance of participants in meeting fund commitment and expenditure deadlines; 3) to permit HUD to determine whether each participant meets the HOME statutory income targeting and affordability requirements; and 4) to permit HUD to determine compliance with other statutory and regulatory program requirements. This data collection is authorized under Title II of the Cranston-Gonzalez National Affordable Housing Act or related authorities. Access to Federal grant funds is contingent on the reporting of certain project-specific data elements. Records of information collected will be maintained by the recipients of the assistance. Information on activities and expenditures of grant funds is public information and is generally available for disclosure. Recipients are responsible for ensuring confidentiality when public disclosure is not required.

Instructions for the HOME Match Report

Applicability:

The HOME Match Report is part of the HOME APR and must be filled out by every participating jurisdiction that incurred a match liability. Match liability occurs when FY 1993 funds (or subsequent year funds) are drawn down from the U.S. Treasury for HOME projects. A Participating Jurisdiction (PJ) may start counting match contributions as of the beginning of Federal Fiscal Year 1993 (October 1, 1992). A jurisdiction not required to submit this report, either because it did not incur any match or because it had a full match reduction, may submit a HOME Match Report if it wishes. The match would count as excess match that is carried over to subsequent years. The match reported on this form must have been contributed during the reporting period (between October 1 and September 30).

Timing:

This form is to be submitted as part of the HOME APR on or before December 31. The original is sent to the HUD Field Office. One copy is sent to the

Office of Affordable Housing Programs, CGHF
Room 7176, HUD, 451 7th Street, S.W.
Washington, D.C. 20410.

The participating jurisdiction also keeps a copy.

Instructions for Part II:

1. **Excess match from prior Federal fiscal year:** Excess match carried over from prior Federal fiscal year.
2. **Match contributed during current Federal fiscal year:** The total amount of match contributions for all projects listed under Part III in column 9 for the Federal fiscal year.

3. **Total match available for current Federal fiscal year:** The sum of excess match carried over from the prior Federal fiscal year (Part II, line 1) and the total match contribution for the current Federal fiscal year (Part II, line 2). This sum is the total match available for the Federal fiscal year.

4. **Match liability for current Federal fiscal year:** The amount of match liability is available from HUD and is provided periodically to PJs. The match must be provided in the current year. The amount of match that must be provided is based on the amount of HOME funds drawn from the U.S. Treasury for HOME projects. The amount of match required equals 25% of the amount drawn down for HOME projects during the Federal fiscal year. Excess match may be carried over and used to meet match liability for subsequent years (see Part II line 5). Funds drawn down for administrative costs, CHDO operating expenses, and CHDO capacity building do not have to be matched. Funds drawn down for CHDO seed money and/or technical assistance loans do not have to be matched if the project does not go forward. A jurisdiction is allowed to get a partial reduction (50%) of match if it meets one of two statutory distress criteria, indicating "fiscal distress," or else a full reduction (100%) of match if it meets both criteria, indicating "severe fiscal distress." The two criteria are poverty rate (must be equal to or greater than 125% of the average national family poverty rate to qualify for a reduction) and per capita income (must be less than 75% of the national average per capita income to qualify for a reduction). In addition, a jurisdiction can get a full reduction if it is declared a disaster area under the Robert T. Stafford Disaster Relief and Emergency Act.

5. **Excess match carried over to next Federal fiscal year:** The total match available for the current Federal fiscal year (Part II, line 3) minus the match liability for the current Federal fiscal year (Part II, line 4). Excess match may be carried over and applied to future HOME project match liability.

Instructions for Part III:

1. **Project No. or Other ID:** "Project number" is assigned by the C/MI System when the PJ makes a project setup call. These projects involve at least some Treasury funds. If the HOME project does not involve Treasury funds, it must be identified with "other ID" as follows: the fiscal year (last two digits only), followed by a number (starting from "01" for the first non-Treasury-funded project of the fiscal year), and then at least one of the following abbreviations: "SF" for project using shortfall funds, "PI" for projects using program income, and "NON" for non-HOME-assisted affordable housing. Example: 93.01.SF, 93.02.PI, 93.03.NON, etc.

Shortfall funds are non-HOME funds used to make up the difference between the participation threshold and the amount of HOME funds allocated to the PJ; the participation threshold requirement applies only in the PJ's first year of eligibility. [§92.102]

Program income (also called "repayment income") is any return on the investment of HOME funds. This income must be deposited in the jurisdiction's HOME account to be used for HOME projects. [§92.503(b)]

Non-HOME-assisted affordable housing is investment in housing not assisted by HOME funds that would qualify as “affordable housing” under the HOME Program definitions. “NON” funds must be contributed to a specific project; it is not sufficient to make a contribution to an entity engaged in developing affordable housing. [§92.219(b)]

2. **Date of Contribution:** Enter the date of contribution. Multiple entries may be made on a single line as long as the contributions were made during the current fiscal year. In such cases, if the contributions were made at different dates during the year, enter the date of the last contribution.
3. **Cash:** Cash contributions from non-Federal resources. This means the funds are contributed permanently to the HOME Program regardless of the form of investment the jurisdiction provides to a project. Therefore all repayment, interest, or other return on investment of the contribution must be deposited in the PJ’s HOME account to be used for HOME projects. The PJ, non-Federal public entities (State/local governments), private entities, and individuals can make contributions. The grant equivalent of a below-market interest rate loan to the project is eligible when the loan is not repayable to the PJ’s HOME account. [§92.220(a)(1)] In addition, a cash contribution can count as match if it is used for eligible costs defined under §92.206 (except administrative costs and CHDO operating expenses) or under §92.209, or for the following non-eligible costs: the value of non-Federal funds used to remove and relocate ECHO units to accommodate eligible tenants, a project reserve account for replacements, a project reserve account for unanticipated increases in operating costs, operating subsidies, or costs relating to the portion of a mixed-income or mixed-use project not related to the affordable housing units. [§92.219(c)]
4. **Foregone Taxes, Fees, Charges:** Taxes, fees, and charges that are normally and customarily charged but have been waived, foregone, or deferred in a manner that achieves affordability of the HOME-assisted housing. This includes State tax credits for low-income housing development. The amount of real estate taxes may be based on the

post-improvement property value. For those taxes, fees, or charges given for future years, the value is the present discounted cash value. [§92.220(a)(2)]

5. **Appraised Land/Real Property:** The appraised value, before the HOME assistance is provided and minus any debt burden, lien, or other encumbrance, of land or other real property, not acquired with Federal resources. The appraisal must be made by an independent, certified appraiser. [§92.220(a)(3)]
6. **Required Infrastructure:** The cost of investment, not made with Federal resources, in on-site and off-site infrastructure directly required for HOME-assisted affordable housing. The infrastructure must have been completed no earlier than 12 months before HOME funds were committed. [§92.220(a)(4)]
7. **Site preparation, Construction materials, Donated labor:** The reasonable value of any site-preparation and construction materials, not acquired with Federal resources, and any donated or voluntary labor (see §92.354(b)) in connection with the site-preparation for, or construction or rehabilitation of, affordable housing. The value of site-preparation and construction materials is determined in accordance with the PJ’s cost estimate procedures. The value of donated or voluntary labor is determined by a single rate (“labor rate”) to be published annually in the Notice Of Funding Availability (NOFA) for the HOME Program. [§92.220(6)]
8. **Bond Financing:** Multifamily and single-family project bond financing must be validly issued by a State or local government (or an agency, instrumentality, or political subdivision thereof). 50% of a loan from bond proceeds made to a multifamily affordable housing project owner can count as match. 25% of a loan from bond proceeds made to a single-family affordable housing project owner can count as match. Loans from all bond proceeds, including excess bond match from prior years, may not exceed 25% of a PJ’s total annual match contribution. [§92.220(a)(5)] The amount in excess of the 25% cap for bonds may carry over, and the excess will count as part of the statutory limit of up to 25% per year. Requirements regarding

bond financing as an eligible source of match will be available upon publication of the implementing regulation early in FY 1994.

9. **Total Match:** Total of items 3 through 8. This is the total match contribution for each project identified in item 1.

Ineligible forms of match include:

1. Contributions made with or derived from Federal resources e.g. CDBG funds [§92.220(b)(1)]
2. Interest rate subsidy attributable to the Federal tax-exemption on financing or the value attributable to Federal tax credits [§92.220(b)(2)]
3. Contributions from builders, contractors or investors, including owner equity, involved with HOME-assisted projects. [§92.220(b)(3)]
4. Sweat equity [§92.220(b)(4)]
5. Contributions from applicants/recipients of HOME assistance [§92.220(b)(5)]
6. Fees/charges that are associated with the HOME Program only, rather than normally and customarily charged on all transactions or projects [§92.220(a)(2)]
7. Administrative costs

HOME Match Log (All Program Years)
 City of Battle Creek

Year	Match Liability from		Match Contribution		Match Deficit/Surplus
	IDIS -	PR 33	Log	from HOME Match	
1997			\$	103,065.53	\$ 103,065.53
1998	\$	25,486.86	\$	29,824.88	\$ 107,403.55
1999	\$	35,797.97	\$	21,585.29	\$ 93,190.87
2000	\$	36,468.61	\$	-	\$ 56,722.26
2001	\$	110,759.06	\$	80,407.58	\$ 26,370.78
2002	\$	18,822.47	\$	7,668.98	\$ 15,217.29
2003	\$	83,936.20	\$	1,074,072.00	\$ 1,005,353.09
2004	\$	112,615.54			\$ 892,737.55
2005	\$	63,547.92	\$	-	\$ 829,189.63
2006	\$	46,127.28	\$	-	\$ 783,062.35
2007	\$	95,728.24	\$	-	\$ 687,334.11
2008	\$	60,088.39	\$	22,454.56	\$ 649,700.28
2009	\$	86,977.49	\$	-	\$ 562,722.79
2010	\$	45,948.59	\$	-	\$ 516,774.20
2011	\$	167,570.14	\$	-	\$ 349,204.06
2012	\$	40,854.03	\$	-	\$ 308,350.03
2013	\$	19,713.73	\$	-	\$ 288,636.30
2014	\$	38,507.01	\$	-	\$ 250,129.29
Totals	\$	1,088,949.53	\$	1,339,078.82	\$ 250,129.29

U.S. Department of Housing and Urban Development
Office of Community Planning and Development
Integrated Disbursement and Information System
Home Matching Liability Report

DATE: 08-18-15
TIME: 15:21
PAGE: 1

BATTLE CREEK, MI

Fiscal Year	Match Percent	Total Disbursements	Disbursements Requiring Match	Match Liability Amount
1998	12.5%	\$252,099.94	\$203,894.93	\$25,486.86
1999	12.5%	\$297,901.05	\$286,383.82	\$35,797.97
2000	12.5%	\$415,177.09	\$291,748.94	\$36,468.61
2001	12.5%	\$929,526.99	\$886,072.55	\$110,759.06
2002	12.5%	\$202,319.77	\$150,579.82	\$18,822.47
2003	12.5%	\$730,199.51	\$671,489.67	\$83,936.20
2004	25.0%	\$490,835.76	\$450,462.17	\$112,615.54
2005	25.0%	\$311,128.71	\$254,191.68	\$63,547.92
2006	25.0%	\$247,406.47	\$184,509.15	\$46,127.28
2007	25.0%	\$452,473.30	\$382,912.96	\$95,728.24
2008	25.0%	\$272,942.35	\$240,353.56	\$60,088.39
2009	25.0%	\$425,592.13	\$347,909.96	\$86,977.49
2010	25.0%	\$238,071.90	\$183,794.36	\$45,948.59
2011	25.0%	\$742,995.63	\$670,280.56	\$167,570.14
2012	12.5%	\$378,596.59	\$326,832.31	\$40,854.03
2013	12.5%	\$177,922.49	\$157,709.84	\$19,713.73
2014	12.5%	\$338,490.42	\$308,056.13	\$38,507.01

IDIS - PR33

U.S. Department of Housing and Urban Development
Office of Community Planning and Development
Integrated Disbursement and Information System
Home Matching Liability Report

DATE: 08-18-15
TIME: 15:21
PAGE: 2

Appendix F
Women and Minority Owned Businesses

WOMEN- AND MINORITY-OWNED BUSINESSES
2014-15 CAPER

	a. Total	b. Alaskan Native or Amer Indian	c. Asian or Pacific Islander	d. Black Non-Hispanic	e. Hispanic	f. White Non-Hispanic
A. Contracts						
1. Number	4					4
2. Dollar Amount	\$146,122.43					\$146,122.43
B. Sub-Contracts						
1. Number						
2. Dollar Amount						

	a. Total	b. Women Business Enterprises (WME)	c. Male
C. Contracts			
1. Number	4	1	3
2. Dollar Amount	\$146,122.43	\$35,677.35	\$110,445.08
D. Sub-Contracts			
1. Number			
2. Dollar Amount			

**INCLUDE INFORMATION FOR ALL HOME PROGRAM FUNDED CONSTRUCTION CONTRACTS
SIGNED BETWEEN OCTOBER 1, 2013 AND SEPTEMBER 30, 2014**

HOME Investment Partnership Program

Women/Minority Owned Business Enterprises (W/MBEs)

2014-2015 CAPER

The City's Planning and Community Development Department works within the City's Purchasing Department's requirements for procurement of goods and services. The City's Purchasing Department strives to ensure inclusion, to the maximum extent possible, of minority and women, and entities owned by minorities and women, including without limitation, real estate firms, construction firms, appraisal firms, management firms, financial institutions, investment banking firms, underwriters, accountants, and providers of legal services, in all contracts, entered into by the participating jurisdiction with such persons or entities, public and private, in order to facilitate the activities of the participating jurisdiction to provide affordable housing under the Community Development Block Grant and HOME Investment Partnership programs or any other Federal housing law applicable.

The City of Battle Creek, its CHDO and subrecipients, Neighborhoods, Inc. and the Community Action Agency have had mixed results in recruiting women and minority owned businesses. While a number of woman owned businesses have been identified and recruited into our contractor pools, finding minority owned businesses has proven much more difficult. This is an ongoing problem that goes beyond the relative low numbers of minority contractors in the area, the issue is exacerbated by the additional lead-based paint requirements and lead based paint training and state certification requirements for contractors. We have also found that some minority contractors have the skills to do various types of construction and remodeling, yet lack the required insurances, licenses and certifications.

The City has been working to overcome these barriers. The following paragraphs recap the City's efforts in the recruitment of Women/ Minority Owned Business Enterprises.

During the 2003-04 program year, the City endeavored to address the issue of recruiting W/MBE's. In 2003 the City received the results of a Disparity Study completed, in May 2003, by Dr. Thomas Boston and the Boston Research Group.

The Disparity Study examined purchasing practices and policies of the City of Battle Creek. The study suggested that the disparity existed in contracts awarded to minority- and women-owned businesses because of a lack of firms ready, willing, and able to participate in the City's contracting business. Dr. Boston recommended the creation of an Equal Business Opportunity Director who would have prime responsibility to monitor purchasing policies and practices, enforce and review race and gender neutral policies regarding purchasing, and take action to increase the available pool of minority- and women-owned businesses who would bid on contracts with the City of Battle Creek.

The City Commission adopted Dr. Boston's recommendations and approved the hiring of an outside consultant rather than hire a new City employee to perform the duties Dr. Boston outlined for the Equal Business Opportunity Director. Dr. Joyce Brown and her firm, Organizational Development Solutions (ODS) was awarded a 30 month contract by the City Commission in March of 2004.

Community Development Department staff initially met with Dr. Brown and encouraged her to not only work with the City's Purchasing Department, but also with the Community Development Department to address this issue in our CDBG and HOME funded programs. On January 31, 2006, Community Development staff met with Dr. Brown again to discuss her work for the City. At this meeting, Dr. Brown confirmed that while many small minority contractors are conducting business within the City, many do not have the necessary and required licenses and insurances that would allow them to bid on City projects.

Following are some notes and comments supplied by Dr. Joyce Brown of Organizational Developmental Solutions. As previously stated, Dr. Brown has been engaged by the City to review procurements processes and procedures and has also been asked by the Community Development Division to assist in guiding efforts for recruiting women and minority owned businesses into CDBG and HOME funded programs.

The City of Battle Creek has four to five African Americans who operate as construction companies without having the appropriate licenses. These are people who have some training, have worked for other companies and have now decided to work for themselves. The majority of their business is residential.

Over the past two and one half years, ODS has talked to the persons involved in these businesses and pointed out the need for licensure. Because the housing structures are old and full of lead paint and/or asbestos, we have discussed the need for advanced training in lead removal. We shared the availability of funding from the City of Battle Creek to pay for training.

Using the local radio station, WFPM and other methods, we informed individuals of the home repair program operated by the City of Battle Creek. We included the list of requirements for participation. Even so, the contractors have not changed their practices or sought licensure.

In subsequent years the City's Housing Rehabilitation staff attended a contractor meeting for abatement contractors held by the Lead and Healthy Homes Section of the State of Michigan (last attended in 2010). During this meeting contacts were made with contractors working in the lead abatement and remodeling profession—the majority of them from the Detroit area. Unfortunately, the response was typically that they were staying busy enough on the east side of the state that traveling to Battle Creek for projects did not appeal to them.

The City's Housing Rehabilitation Coordinator has periodically sent out solicitation letters to local, known minority owned builders and contractors. The list of contractors solicited is created using whatever MBE/WBE directories or lists can be found. In the past the "Contractor's Assistance Program (CAP) Graduate Directory" was used, as well as a number of MBE/WBE certification websites (www.bpn.gov is an example). Unfortunately, the City did not receive any responses to solicitations of the CAP directory, and directories available on the internet have proven unreliable, either producing outdated information or few contractors in southwest Michigan. That said, the City will continue to make this type of effort in the future and will be open to other means of reaching out these business enterprises.

Outreach includes:

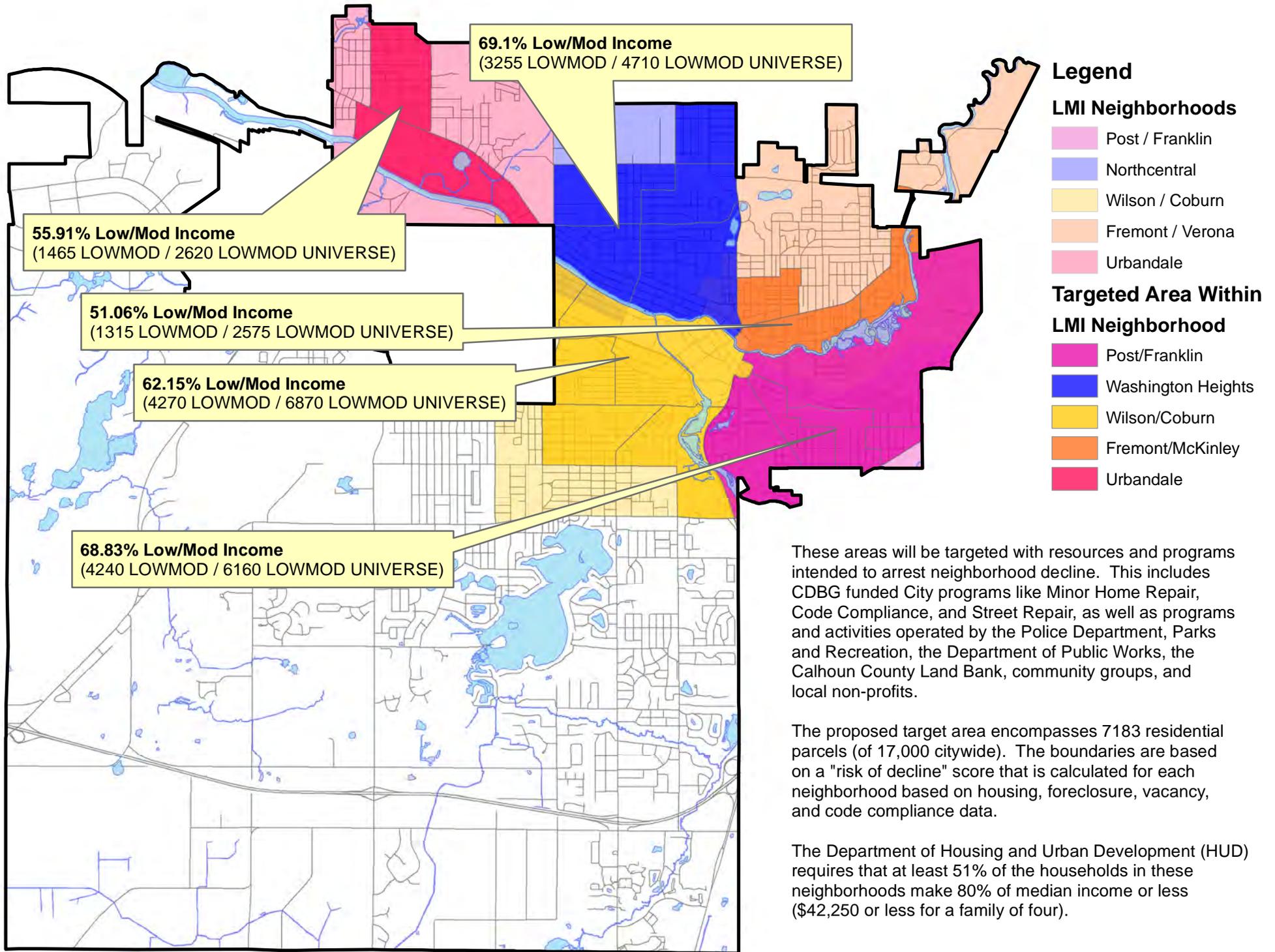
- 9/13/12 – Meeting at Holy Light Church with the Ministerial Alliance (African American Pastors). Discussed the need for more MBE contractors and asked for advice.
- 10/1/12 – Attended Women's Co-op meeting and spoke about opportunities with City Housing programs.
- 6/10/13 – emailed contractor pool application to 38 Contractors, 3 of which are known MBE/WBE.
- 6/12/13 – Ran ad in BC Enquirer to solicit contractors to apply to contractor pool; MBE/WBE encouraged to apply.
- 6/19/13 – contacted Urban League to request assistance attracting MBE to reconstituted contractor pool.
- 10/29/14 – Contractor's Meeting – the City in partnership with its HOME funded nonprofit organizations, Community Action and Neighborhoods, Inc. of Battle Creek held a Contractor's meeting to recruit new contractors and educate existing contractors about opportunities for work and the requirements of Section 3 employment of low income residents of the community and lead abatement and lead-safe work practices. Twenty-two contractors attended (including two that were minority owned) and new contractors were added to the pool of bidders on projects for the CDBG funded Minor Home Repair program and Community Action's Homeowner Rehabilitation Program. The City certified Section 3 businesses and workers and maintains a register of registered Section 3 contractors.

The City will always be open to new ideas regarding the recruitment and training of Women/Minority Owned Enterprises for our CDBG and HOME funded housing rehabilitation projects.

Appendix G

Code Compliance

Community Development Target Area Metrics: Target Areas Within LMI Neighborhoods

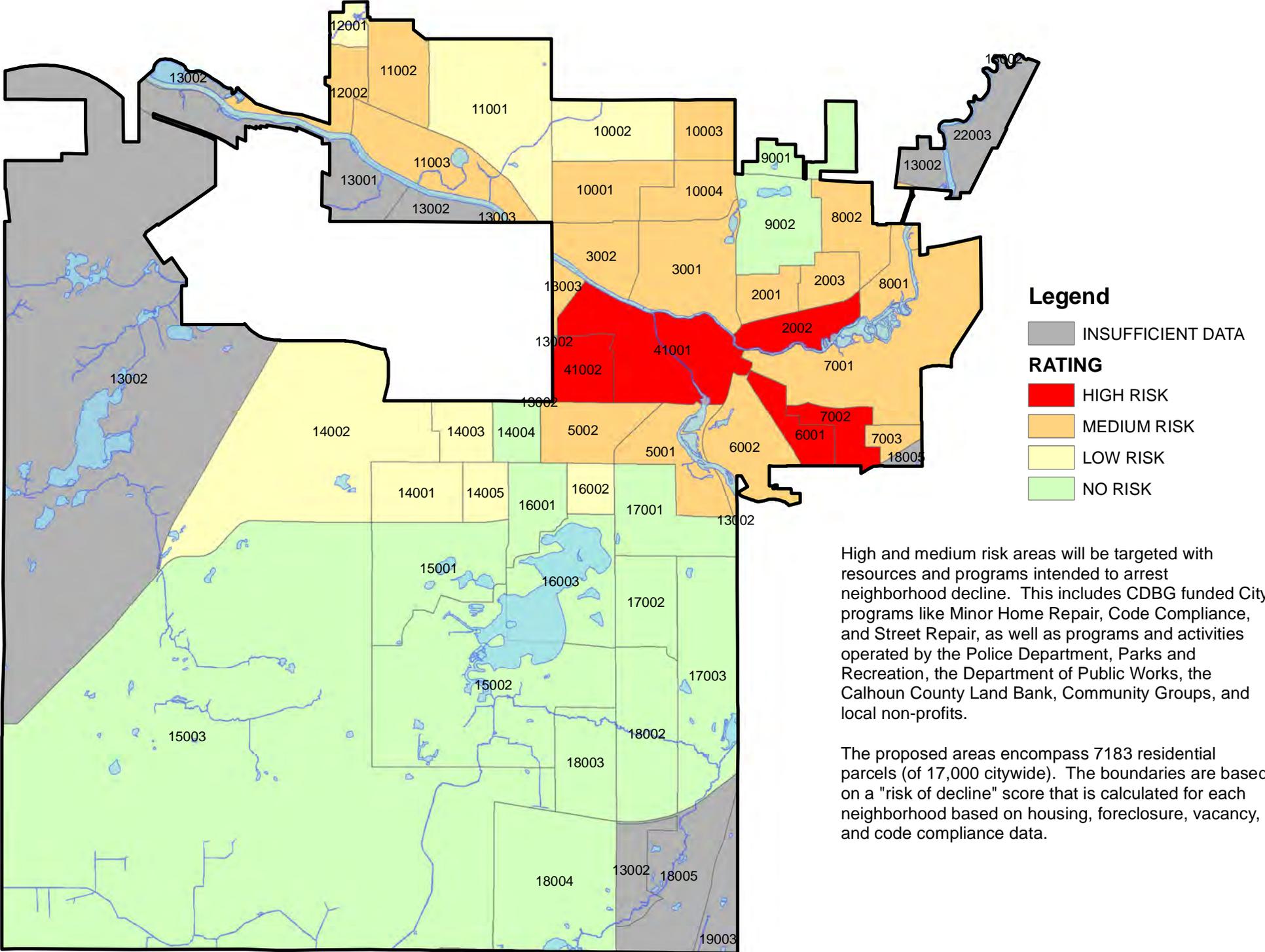


These areas will be targeted with resources and programs intended to arrest neighborhood decline. This includes CDBG funded City programs like Minor Home Repair, Code Compliance, and Street Repair, as well as programs and activities operated by the Police Department, Parks and Recreation, the Department of Public Works, the Calhoun County Land Bank, community groups, and local non-profits.

The proposed target area encompasses 7183 residential parcels (of 17,000 citywide). The boundaries are based on a "risk of decline" score that is calculated for each neighborhood based on housing, foreclosure, vacancy, and code compliance data.

The Department of Housing and Urban Development (HUD) requires that at least 51% of the households in these neighborhoods make 80% of median income or less (\$42,250 or less for a family of four).

2014 Community Development Target Area Metrics: Risk of Decline Rating



Legend

- INSUFFICIENT DATA
- RATING**
- HIGH RISK
- MEDIUM RISK
- LOW RISK
- NO RISK

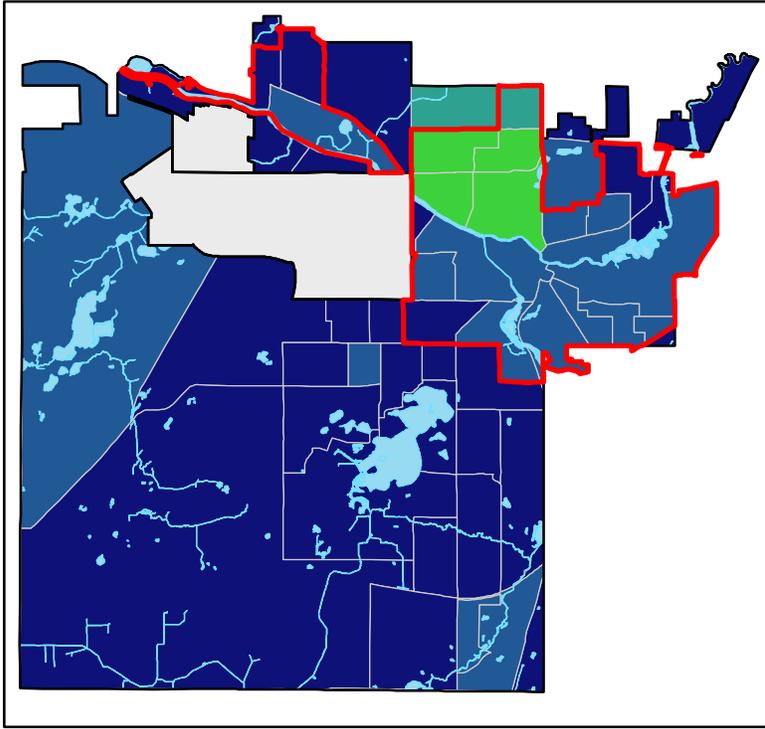
High and medium risk areas will be targeted with resources and programs intended to arrest neighborhood decline. This includes CDBG funded City programs like Minor Home Repair, Code Compliance, and Street Repair, as well as programs and activities operated by the Police Department, Parks and Recreation, the Department of Public Works, the Calhoun County Land Bank, Community Groups, and local non-profits.

The proposed areas encompass 7183 residential parcels (of 17,000 citywide). The boundaries are based on a "risk of decline" score that is calculated for each neighborhood based on housing, foreclosure, vacancy, and code compliance data.

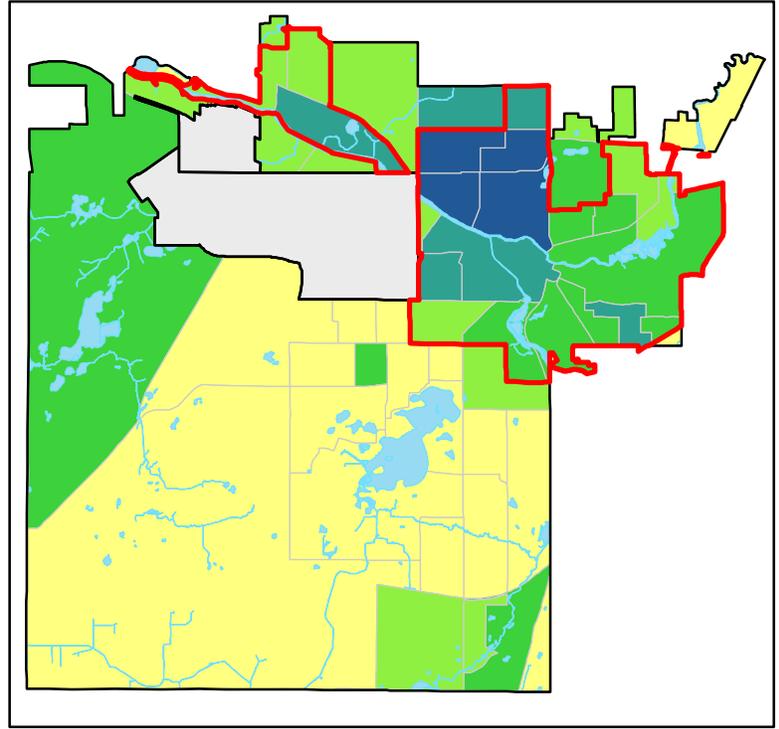
Appendix H

Maps

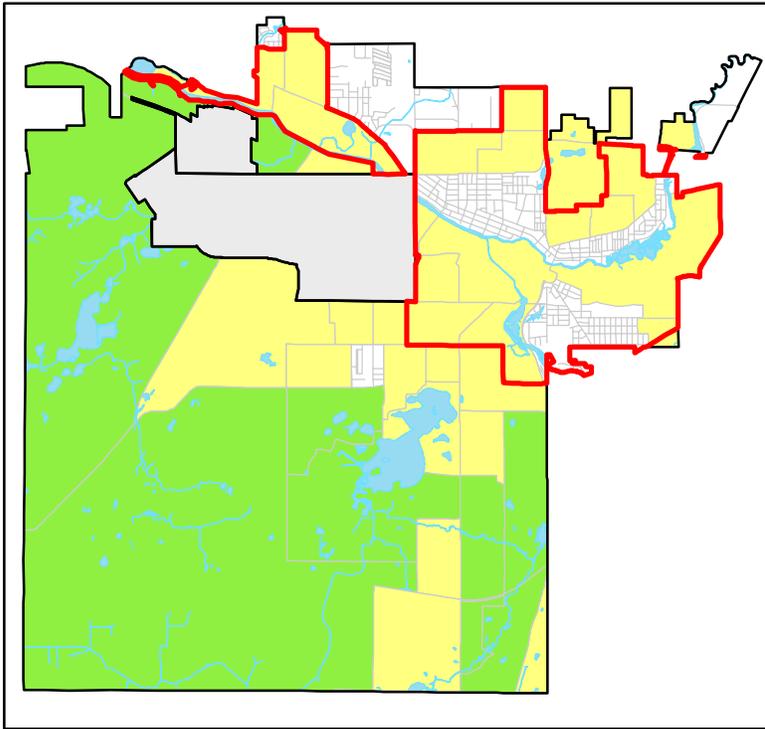
Population by Race and Ethnicity (2010 Census) and High/Medium Deterioration Areas



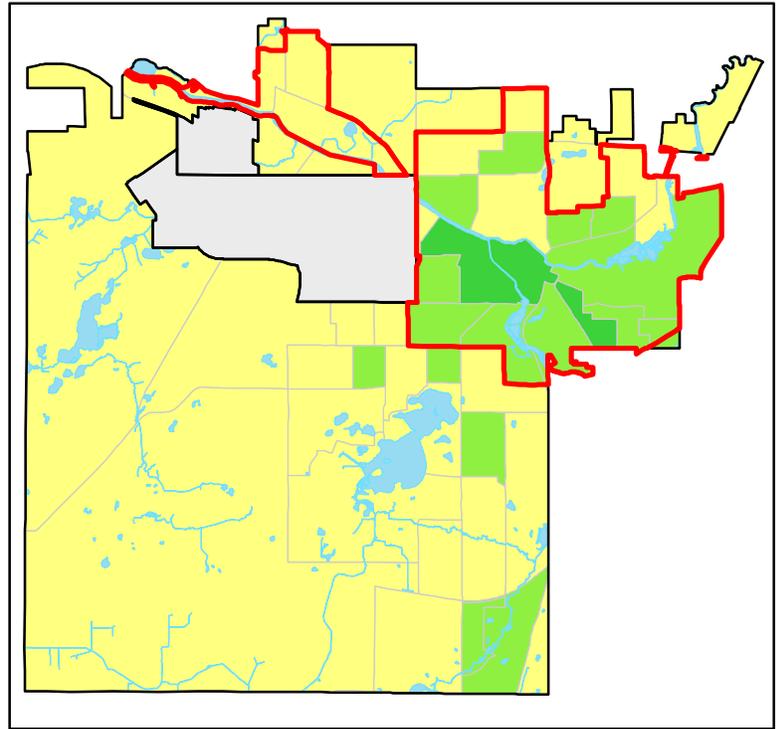
% of Population that is White by Block Group



% of Population that is Black by Block Group



% of Population that is Asian by Block Group



% of Population that is Hispanic or Latino by Block Group

Race/Ethnicity as % of Population by Block Group

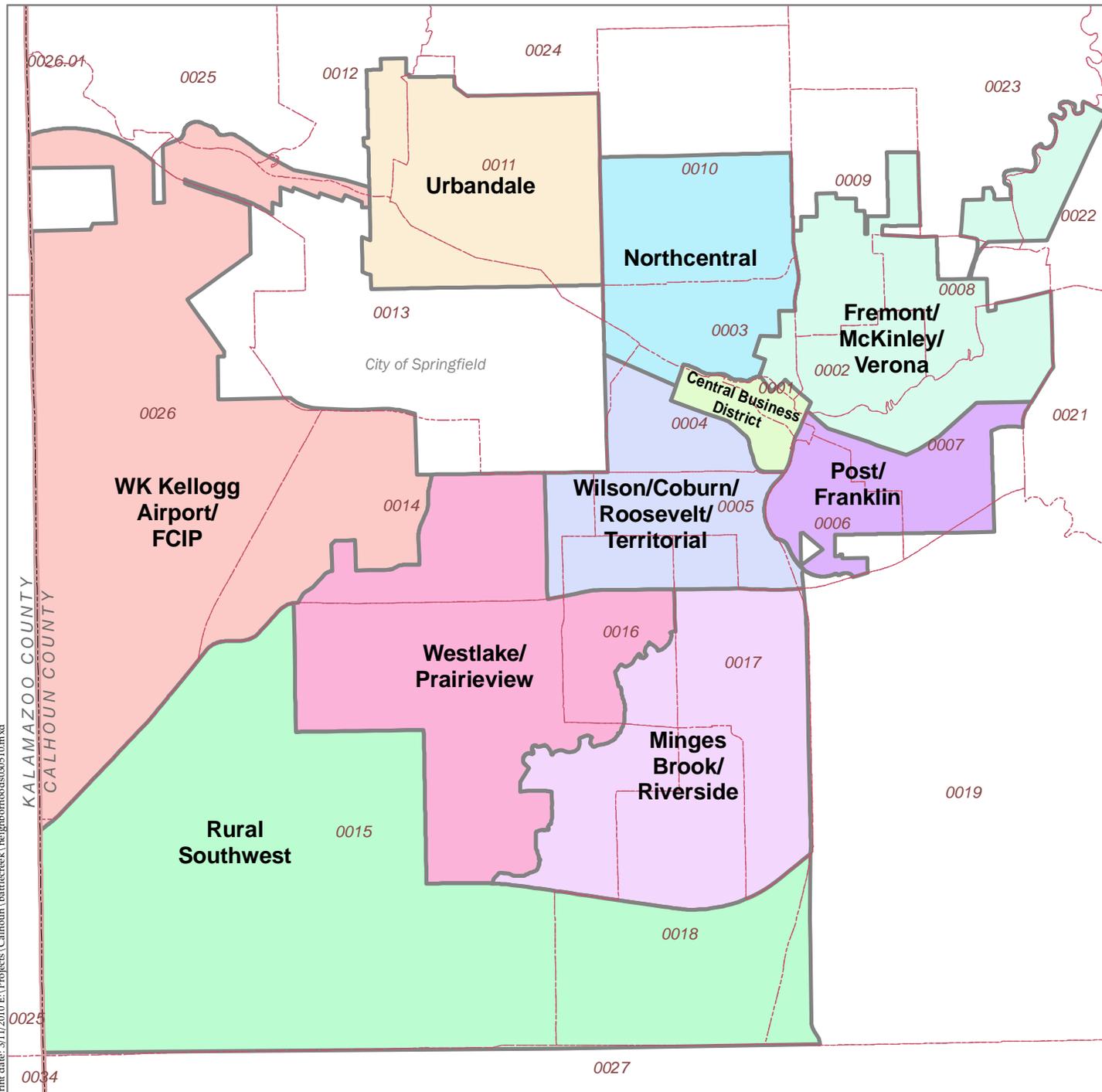
- 0.5% - 5%
- 5.1% - 15%
- 15.1% - 30%
- 30.1% - 50%
- 50.1% - 75%
- 75.1% - 97%

High and Medium Deterioration Areas

0 1 2 4 Miles

Annual Action Plan Map 3 Neighborhood Planning Councils

Battle Creek
Michigan

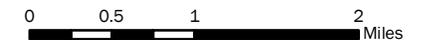


Neighborhood Planning Councils

-  Central Business District
-  Fremont/McKinley/Verona
-  Minges Brook/Riverside
-  Northcentral
-  Post/Franklin
-  Rural Southwest
-  Urbandale
-  WK Kellogg Airport/FCIP
-  Westlake/Prairieview
-  Wilson/Coburn/Roosevelt/Territorial

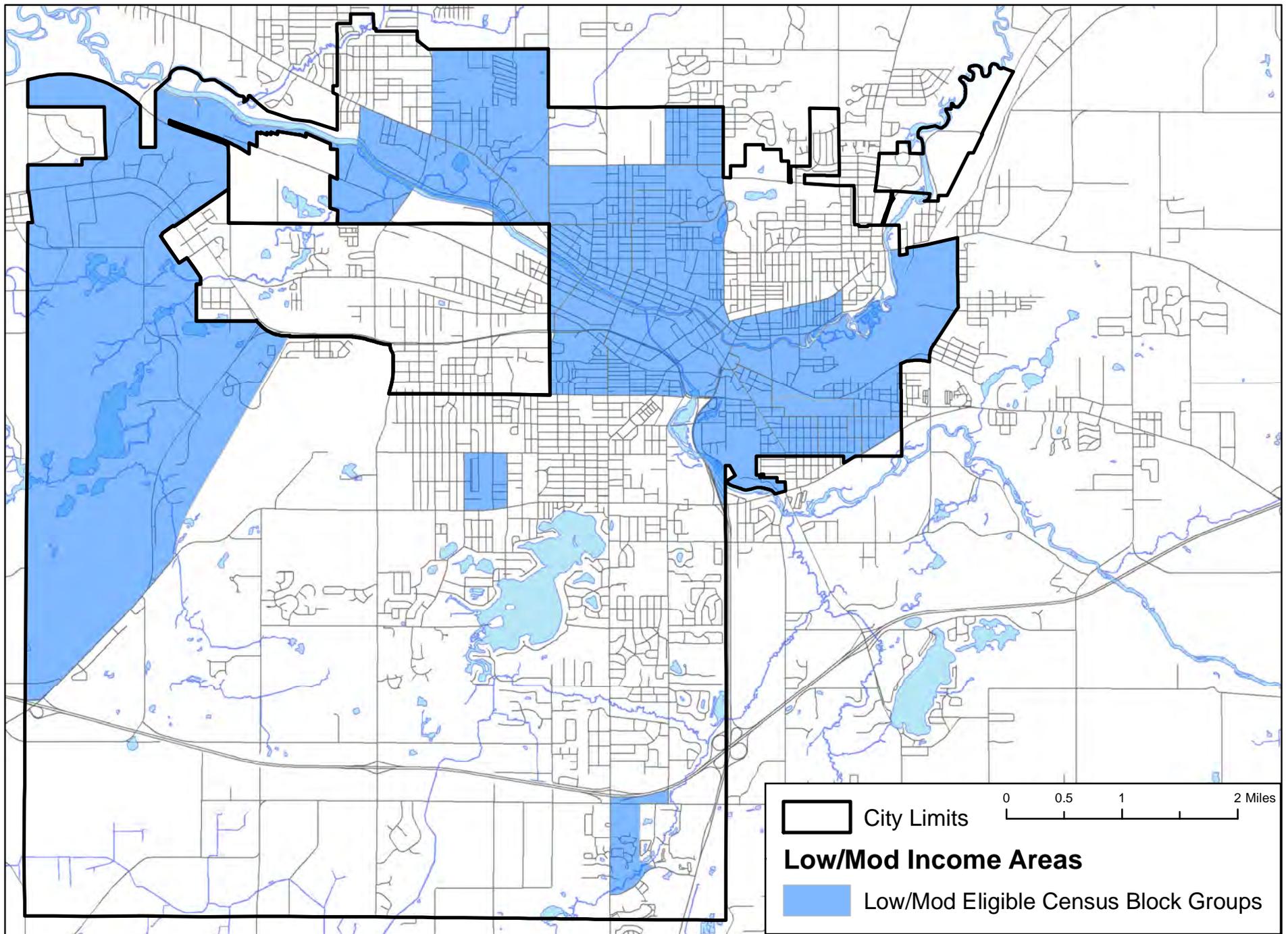
 Census Tracts

0015 Tract ID



Map Created: March 5, 2010

Data Source: City of Battle Creek, 2010
Base Map Source: MCGI v8a



Low/Mod Eligible Census Block Groups for CDBG and HOME (Effective June 11, 2014)

Appendix I
Performance Measurement Attachments
And
Quarterly Report Forms

COMMUNITY DEVELOPMENT BLOCK GRANT
QUARTERLY PERFORMANCE REPORTS

Agency _____

Program _____

Date of Report _____ Time Period Covered _____

Person Completing Report _____ Title _____

Phone Number _____ Neighborhood Planning Council Area _____

Certification by Board Chair: I certify that to the best of my knowledge and belief this report is correct and complete and accurately reflects the current status of this approved CDBG project.

Name Title

Signature Date

Information to be submitted with this report:

XX Board of Directors' or Advisory Board's minutes (Mandatory)

XX Treasurer's Reports - Reviewed and approved by the Board (Mandatory)

____ Other information:

Quarterly Performance Report Due Dates

(Please circle the appropriate reporting period)

	<u>Reporting Period</u>	<u>Report Due</u>
1 st Quarter (Part I)	7/1 - 9/30	October 15 th
2 nd Quarter (Parts I and II)	10/1 - 12/31	January 15 th
3 rd Quarter (Part I)	1/1 - 3/31	April 15 th
4 th Quarter (Parts I and II)	4/1 - 6/30	July 15 th

For City Use Only

Reviewed By _____ Date _____
(City Staff)

Form updated 5-21-08

PROGRAM INFORMATION SUMMARY REPORT

PART I

(To be completed each Quarter)

Total number of unduplicated households/individuals (circle one) served this period. _____.
 Period Goal _____. Total number served year to date. _____. Annual Goal _____.

From the number listed above, how many are:

	Number of clients this reporting period	Total number of clients year-to-date
1. Total		

Racial Data/ Ethnicity Data (IDIS Code #)	# Qtr.	# Qtr. Hispanic	# YTD	# YTD Hispanic
White (11)				
Black/African American (12)				
Asian (13)				
American Indian/Alaska Native (14)				
Native Hawaiian or Other Pacific Islander (15)				
American Indian/Alaska Native & White (16)				
Asian & White (17)				
Black/African American & White (18)				
American Indian/Alaska Native & Black/African American (19)				
Other Multi-Racial (20)				
2. Total				

Income Data	# Qtr.	# YTD
Extremely Low Income (0-30% AMI)		
Very Low Income (31-50% AMI)		
Low Income (51-80% AMI)		
3. Total		

Other Demographic Data	# Qtr.	# YTD
Female Headed-Households		
Disabled/Special Needs		

***** **Totals for lines 1, 2, 3, 4, and 5 must match each other.** *****

FINANCIAL:

Total Amount of CDBG Funds awarded for this fiscal year \$ _____
 Total Amount of CDBG Funds expended this Quarter \$ _____
 Total Amount of CDBG Funds expended in previous Quarter(s) \$ _____
 Remaining CDBG Funds \$ _____

OTHER FUNDS: (other funds leveraged by this in CDBG funded project)

Other Federal Funds Leveraged this Quarter \$ _____ Year to Date \$ _____
 State Funds Leveraged this Quarter _____ Year to Date _____
 Local Funds Leveraged this Quarter _____ Year to Date _____
 Private Funds Leveraged this Quarter _____ Year to Date _____

Total Amount of Other Funds this Quarter \$ _____ Year-to-Date \$ _____

HUD PERFORMANCE INDICATOR DATA:

For **ALL** Projects and Programs

Program/Project <u>OBJECTIVE</u>	Select only one (X)
Create suitable living environment	
Provide decent affordable housing	
Create Economic Opportunity	

For **ALL** projects and Programs

Program/Project <u>OUTCOME</u> – This program/project will provide:	Select only one (X)
Availability/accessibility	
Affordability	
Sustainability	

For <u>PUBLIC SERVICE</u> Programs/Projects (number of units served)	# Qtr.	# YTD
# with New access to this service or benefit		
# with Improved access to this service or benefit		
# now receiving a service or benefit that is no longer substandard		
4. Total		

For <u>PUBLIC FACILITY/INFRASTRUCTURE</u> Programs/Projects (number of units served)	# Qtr.	# YTD
# with New access to this public facility or infrastructure improvement		
# with Improved access to this public facility or infrastructure improvement		
# now served by public facility or infrastructure that is no longer substandard		
5. Total		
Indicate # of beds created in overnight shelter or other emergency housing		

REHABILITATION of OWNER OCCUPIED units Programs/Projects (number of units served)	# Qtr.	# YTD
# of units occupied by elderly		
# of units moved from substandard to standard (HQS or Local Housing Code)		
# of units qualified as Energy Star		
# of units made Section 504 accessible		
# of units brought into compliance with lead safety regulations (24 CFR Part 35)		

All Housing Rehabilitation Programs must provide the following additional HUD required information for input into the Integrated Disbursement and Information System:

All the below information is Year to Date and should match YTD information shown in previous tables.

1. Number of Grants: _____
2. Number of Loans: _____
3. Are loans amortized? Yes / No (Circle one). Number of loans amortized: _____
4. Are loans Deferred Payment / Forgivable? Yes / No (Circle one). Number of Deferred or Forgivable loans: _____

Additional information for Rehabilitation loans:

5. What is the Average interest rate? _____%
6. What is the Average Amortization Period (in months*)? _____
7. What is the Average Amount of the amortized loans? \$ _____
8. What is the Average Amount of the deferred/forgivable/single payment loans? \$ _____

** For Deferred / Forgivable / Single Payment loans, the amortization period in IDIS will be "1".*

All Homeless Prevention Programs and Activities must provide the following additional HUD required information for input into the Integrated Disbursement and Information System:

1. Did your project or activity provide emergency financial assistance to prevent homelessness?
Yes / No (circle one). Number of households/individuals assisted: #Qtr: _____ #YTD: _____
2. Did your project or activity provide emergency legal assistance to prevent homelessness?
Yes / No (circle one). Number of households/individuals assisted: #Qtr: _____ #YTD: _____

PROGRAM INFORMATION SUMMARY REPORT
PART II
(To be completed at the end of the 2nd and 4th Quarters Only)

NOTE: This grant reporting format has been adopted for use by the following organizations:
Battle Creek Community Foundation, Miller Foundation, Marshall Community Foundation,
United Way of Greater Battle Creek and the City of Battle Creek.

INSTRUCTIONS

- ©Please type and single-space all reports.
- ©Please answer all of the questions in the order listed.
- ©Please use headings as provided.
- ©Please submit only one copy.

NARRATIVE - Two to five pages.

A. Outcomes

1. List the original outcome(s) of the grant, and describe the extent to which they were achieved during this reporting period.
2. Please interpret the outcome information provided above. *In other words, why do you believe your program/project has been successful in achieving its outcomes (e.g., exceptional staff, good curriculum, etc.)? Or, if your program/project was not as successful as you had hoped, why were you not able to achieve the desired outcomes (e.g., high unemployment, heavy staff turnover, etc.)?*
3. Please describe any unanticipated benefits or challenges encountered for this project/program during this reporting period.
4. Describe how collaborative/cooperative efforts affected outcomes. *(How did the partnerships with other individuals and organizations impact the planning, implementing, funding and/or evaluation of this project/program?)*

B. Lessons Learned

1. *Variances from original project/program plans often occurs.* In what ways has the actual program/project varied (in terms of implementation, activities, etc.) from your initial proposal? Describe how and why.
2. What do you consider the most important “Lessons Learned” from this project/program?
3. Based upon your answer to **Section A: Question #2**, what changes do you plan to make in the project/program to ensure greater success in the future? *(If the project is complete, what changes would you make if you had to do it over again?)*
4. What recommendations would you make to other project directors working in this area or to the City?

D. Future Plans

1. What is your vision of this project/program over the next three years? Include plans and rationale for ongoing funding, expansion, replication or termination.

E. Public Relations

1. Provide a “human interest story” that helps explain the success (outcomes) of the project/program.
2. Attach any printed material relating to the funded project/program such as press or news items, brochures, photographs, etc.

F. Feedback (Optional)

1. Note any suggestions, criticisms, difficulties regarding City requirements, communications, etc...

HOME INVESTMENT PARTNERSHIP PROGRAM

QUARTERLY PERFORMANCE REPORT

Agency _____

Program _____

Phone Number _____ Time Period Covered _____

Certification: I certify that to the best of my knowledge and belief this report is correct and complete and accurately presents the current status of this approved HOME project.

Name Title

Signature Date

QUARTERLY PERFORMANCE REPORT DUE DATES

	<u>Reporting Period</u>	<u>Report Due</u>
1st Quarter (Part I)	7/1 - 9/30	October 15th
2 nd Quarter (Part I and II)	10/1 - 12/31	January 15th
3 rd Quarter (Part I)	1/1 - 3/31	April 15th
4 th Quarter (Part I and II)	4/1 - 6/30	July 15th

City Use Only

Reviewed By _____ Date _____

Form updated 10-27-04

Part I - Funds Summary

(A) Administrative (Operating) Funds Summary

Total Administrative Funds available – all open program years – at beginning of quarter

Line Item	HOME Year Bus. Unit #	Amount
Salaries/Fringes		
Salaries/Fringes		
Salaries/Fringes		
TOTALS		

Draws requested this Quarter: \$ _____ Draws requested YTD \$ _____

Total Administrative Funds available at end of quarter \$ _____

(B) Contract Funds Summary: _____ Program Name

Total amount of Contract Funds – all open program years – at beginning of quarter

Line Item	HOME Year Bus. Unit #	Amount
Contracts		
Contracts		
Contracts		
TOTALS		

Draws requested this Quarter: \$ _____ Draws requested YTD \$ _____

Total Contract Funds available at end of quarter \$ _____

Projects Completed – list all completed projects YTD:

Address	HOME \$ expended	Total Cost to Complete
TOTALS		

Committed (not completed) – Pro-forma reviewed and approved by City:

Address	Est. HOME \$	Est. Total Cost to Complete
TOTALS		\$

From the number of completed properties listed above, how many are:

Racial Data/ Ethnicity Data	# Qtr.	# Qtr. Hispanic	# YTD D	# YTD Hispanic
White				
Black/African American				
Asian				
American Indian/Alaska Native				
Native Hawaiian or Other Pacific Islander				
American Indian/Alaska Native & White				
Black/African American & White				
Asian & White				
American Indian/Alaska Native & Black/African American				
Asian/Pacific Islander				
Other Multi-Racial				
1. Total				

Income Data	# Qtr.	# YTD
Extremely Low Income (0-30% AMI)		
Very Low Income (31-50% AMI)		
Low Income (51-80% AMI)		
2. Total		

Other Demographic Data	# Qtr.	# YTD
Female Headed-Households		
Disabled/Special Needs		
Total		

WOMEN- AND MINORITY-OWNED BUSINESSES

In the table below, indicate the number and dollar value of contracts for HOME projects completed through the reporting period. (Only provide information on the HOME funds versus the total project cost.)

	a. Total	b. Alaska Native or American Indian	c. Asian or Pacific Islander	d. Black Non-Hispanic	e. Hispanic	f. White Non-Hispanic
A. Contracts						
1. Number						
2. Dollar Amount						
B. Sub-Contracts						
1. Number						
2. Dollar Amount						

	a. Total	b. Women Business Enterprises (WME)	c. Male
C. Contracts			
1. Number			
2. Dollar Amount			
D. Sub-Contracts			
1. Number			
2. Dollar Amount			

PROGRAM INCOME

Source of Program Income (Property Address)	Amount of Program Income	Date Returned to City of Battle Creek

ASSURANCES SUMMARY

Briefly describe the actions taken by the agency to comply with program assurances in items A - D.

A. Financial Management (accounting system, OMB Circulars A-110 and A-122, program income, audit plans).

B. Fair Housing, equal opportunity, civil rights. Describe efforts made to further fair housing on an ongoing basis.

C. Labor standards (if applicable).

D. Compliance with Lead-Based Paint Poisoning Act requirement.

PROGRAM INFORMATION SUMMARY REPORT
PART II
(To be completed at the end of the 2nd and 4th Quarters Only)

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E. Feedback (Optional)

1. Note any suggestions, criticisms, difficulties regarding City requirements, communications, etc...

Appendix J
Public Engagement Report

City of Battle Creek, Michigan
Community Development Department

2014 Public Engagement Report

A Review of Public Participation in the Creation of the 2015-19 Consolidated Plan



Citizen Engagement Overview

Every five years, the U.S. Department of Housing and Urban Development (HUD) requires the City of Battle Creek to conduct a community-wide needs assessment as part of the Consolidated Plan. This planning requirement serves as the application for Community Development Block Grant (CDBG) and HOME Investment Partnership entitlement funding.

In the fall 2014, as part of the 2015-2019 Consolidated Plan planning process, the City of Battle Creek Community Development Department conducted 50 consultations with community leaders, distributed a survey to the community (1,179 responses), and held 10 public meetings to gather public input.

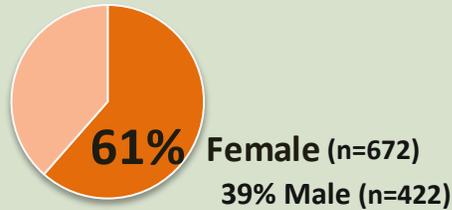
Consultations (50 total) were conducted with service providers, agency leaders, community leaders, and local funders—groups that play providing, supporting, or deciding roles when it comes to addressing community needs.

Public Meetings (10 total) were held during regular meetings of the City's eight Neighborhood Planning Council meetings; a participant's meeting at the SHARE Center, a drop in day center for homeless people; and a community-wide evening forum co-hosted by Project 20/20. Over 235 people participated in the 10 public meetings and 310 comments were recorded. The majority of the data collected is from the perspective of people experiencing the needs first hand.

Survey Respondents (1,179 total) shared their perspective of the needs in their community. The survey was offered online and distributed via water bills and asked respondents to prioritize program activities and answer an open-ended question about improving their neighborhood—590 open ended responses were received. The demographics and priorities expressed in the surveys are presented in the first half of this report.

City staff and community partners from the Beacon Community Initiative, BC Pulse and Project 20/20 analyzed the open-ended responses from both the surveys and the public meetings resulting in the analysis that begins on page 8 of this report.

Survey Respondents



52% of Battle Creek's population is Female and 48% is Male.



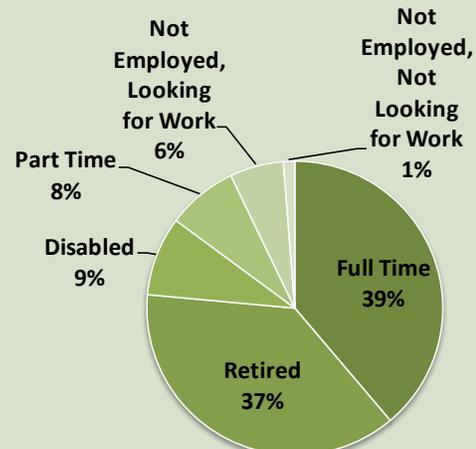
61% of Battle Creek's population lives in owner-occupied housing and 39% rents.



Employment Status of Survey Respondents (n=1049)

Answers the question: Which of the following best describes your employment status?

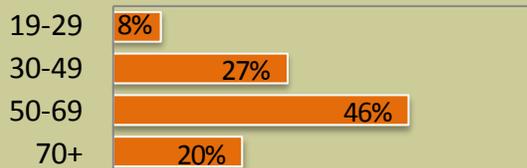
Answers the question: Which of the following best describes your employment status?



Income of Survey Respondents (n=935)

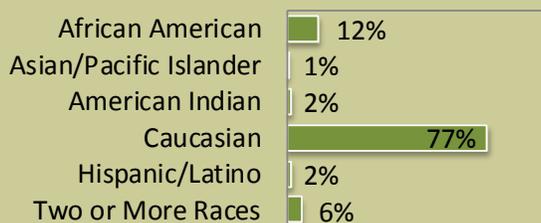


Age of Survey Respondents (n=1087)



Residents over 50 years of age were over-represented in the survey, making up 66% of the survey compared to 45% of the Battle Creek population.

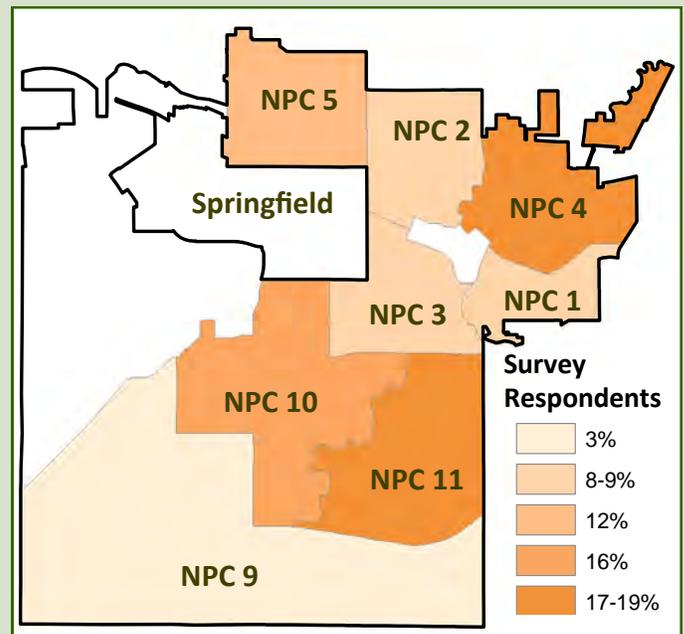
Race/Ethnicity of Survey Respondents (n=981)



African Americans make up 18% of the Battle Creek population and Hispanics 7%. Therefore both were under-represented in the survey. Caucasians (72%) were over-represented. American Indians (0.7%) and those reporting Two or More Races (4%) were slightly over-represented.

Residency of Survey Respondents

Answers the question: What Neighborhood Planning Council (NPC) do you currently live in?



NPC's 4, 5, 10, and 11 contributed the most respondents to the survey sample (12-19% each).

Types of Data Collected

The survey presented the question "what housing and community development services are needed in your neighborhood". Respondents were asked to consider 38 community development services and rank them as "high", "medium", or "low" need, or indicate "no opinion".

This data aligned with activities eligible for federal programs and focused on needed services as opposed to problems that needed fixing.

The open-ended portion of the survey, as well as the discussion portions of the public meetings resulted in answers to the question "If you could change one thing in your neighborhood, what would it be and how would you do it?"

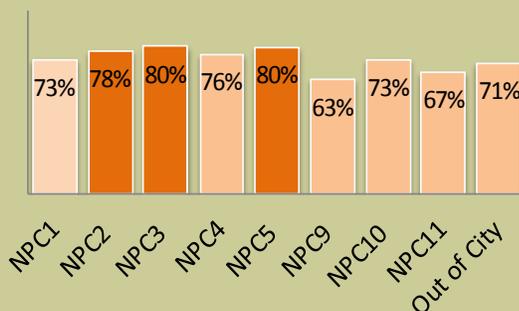
Respondents could mention items not on the list and often identified problems that they considered urgent and/or most important.

Highest Service Need (n=1179)

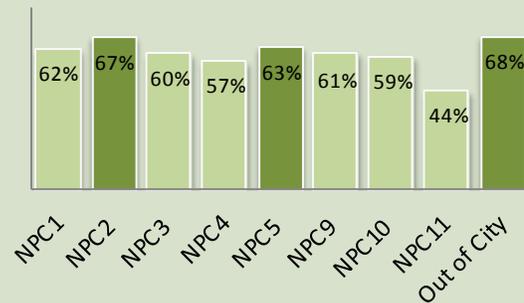
Answers the question: Of the 38 service needs listed on the survey, which were ranked as “High Need” by the most respondents?

Rank	Need Category	Percent
1	Job Opportunities	60%
2	Street Improvements	51%
3	Crime Prevention Education & Victim Services	45%
4	Health Care	45%
5	Youth Services	44%
6	Veterans Services	43%
7	Mental Health Services	42%
8	Demolition of Abandoned Buildings	42%
9	Employment Training	42%
10	Weatherization/Energy Improvements	42%
11	Clean Up of Vacant Lots	40%
12	Homeowner Rehab/Repair	39%
13	Help with Home Maintenance	39%
14	Substance Abuse Services	39%
15	Senior Services	38%

Job Opportunities ranked as the highest need regardless of respondents income, race, age, employment status, tenure, or residence—making it by far the most broadly felt need. However this did not translate into a high ranking when respondents discussed change in their neighborhood. Responses related to job opportunities were included as part of the “Economic Development” category which ranked 15th in ways to improve your neighborhood. NPC’s 2, 3, and 5 were most likely to rate it a high priority.



Street Improvements was the second highest need overall, and ranked as a top five service need among almost all demographic groups including both Low/Moderate Income individuals (57%) and respondents living in Low/Moderate Income Areas (56%). NPC’s 2 and 5, as well as respondents that live outside the city, rated it a high priority most often.



Open-ended question responses regarding street improvements were included as part of the “Public Infrastructure” category which ranked 7th as a neighborhood concern and made up 7% of all responses.

Crime Prevention Education & Victim Services ranked the third highest need and was the only public safety related service need included in the survey. “Public Safety” was the third most frequent response to the open ended question about how to improve your neighborhood and Reduce Speeding in Residential Neighborhoods was ranked eighth.

Health Care was the fourth highest rated need. Again, this need was broadly felt, cutting across most demographic groups. NPC’s 5, 9, 10, and 11 ranked Health Care as a top 5 issue.

Youth Services was the fifth highest service need, largely as the result of four demographic groups: African Americans (74%), residents of the Post/Franklin NPC (73%), lower income households (66% for households with income below \$30,000), and renters (66%). Like many service categories (Veterans Services, Mental Health Services, Senior Services, etc.) Youth Services were rarely mentioned by respondents of the open ended question and were included in the category “More Public Services”.

Most Important Issue (n=900)

Answers the question: Which issues were mentioned most often by respondents when asked what one thing they would change about their neighborhood?

Rank	Issue Category	Percent
1	Code Compliance	13%
2	Neighborhood Organizing, Associations, or Interaction	12%
3	Public Safety	10%
4	Vacant Buildings	9%
5	Rental Housing Concerns	7%
6	Improve Neighborhood Appearance	7%
7	Public Infrastructure	7%
8	Reduce Speeding in Residential Neighborhoods	6%
9	More Housing Rehabilitation	6%
10	Build/Improve Sidewalks	6%
11	Trash/Neighborhood Clean-up	5%
12	Trim Shrubs and/or Removal of Trees or Overgrowth	4%
13	Street Lighting	4%
14	More Public Services	3%
15	Economic Development	3%

Please note that the percentages above are much lower than the service need ratings. Respondents to this question were asked to pick one issue and were not limited in their response choices.

Statements related to **Code Compliance** made up 13% of all open-ended responses, encompassing a range of sentiments: leniency for certain types of property owners (poor, elderly, homeowners), stricter enforcement, improved customer service, attention to specific types of code issues, etc.

This contrasts sharply with the service need priorities chart which ranks “Code Enforcement” 19th in importance. The neighborhood context of the question and respondent’s perceptions of what constitutes a service are both likely factors in explaining this discrepancy.

Whether respondents consider Code Enforcement a service or not, it is clear that doing it well is an important part of bringing about neighborhood change for many of them. When issues are added that code enforcement directly impacts—like addressing vacant buildings or rental housing concerns—48% of all comments received are code related.

Code Enforcement rated highest in NPC’s 1,3, and 4.

Neighborhood Organizing, Associations, or Interaction ranked second amongst neighborhood issues, but likewise did not make the top 15 service needs. This issue category encompasses a range of statements that had one thing in common: the importance of neighborhood residents in shaping their neighborhoods.

Some of the statements reflected the need for formal resident groups:

“We need to have a more active neighborhood association with a newsletter, meetings, clean up projects, and events.”

“Need to build up Neighborhood Planning Councils.”

Others were about residents knowing each other :

“I’d love to get to know more people in my area.”

“Need better relationships with neighbors”

Lastly, a number of comments focused on the interaction between residents and city government:

“Its about building relationships with community leaders and city staff. We need to lift up people that are committed citizens and honor them—show that people leading is valued.”

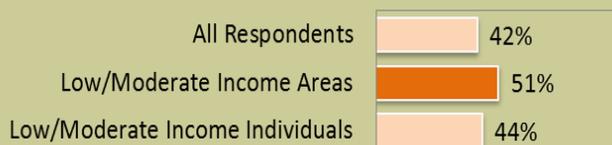
Contrasting with the numerous public services ranked highly in the service needs chart, **More Public Services** made up just 3% of all responses when provided with the neighborhood context.

Highest Service Needs Among Target Demographic Groups

Community Development programs must be targeted to benefit a Low/Moderate Income (LMI) Household (defined as \$29,500 or less for an individual or \$42,250 or less for a family of four) or produce a benefit for all people in an area where at least 51% of households are low/moderate income.

In some instances there were significant differences between the priorities of “all respondents” and those of these targeted populations.

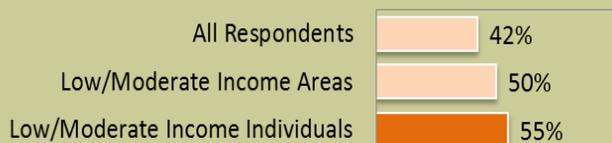
Demolition of Abandoned Buildings ranked as a top five need for respondents living in LMI Areas with 51% rating it as high.



Clean Up of Vacant Lots was similarly ranked higher by LMI Area residents.



Weatherization/Energy Improvements ranked significantly higher for both targeted populations—third highest need for LMI households at 55%.



Help with Home Maintenance similarly ranked significantly higher for both targeted populations.



High Service Needs Among Some Demographic Groups

Some demographic groups rated service needs higher on average than others. As part of the planning process for community development programs, demographic groups that have a special or disproportionate need must be considered. A comparison of the priorities of these demographic groups to those of “all respondents” suggest some potentially significant differences, and may indicate a special need.

Demographic Group	% of Needs Rated High
Disabled	60%
African American	58%
Renter	55%
NPC1 Post/Franklin	54%
NPC2 North Central	54%
Not Employed, Looking for Work	51%
NPC3 Wilson/Coburn/Territorial	49%
Part Time	47%
Female	46%
Age: 19-29	44%
Outside of City	44%
Age: 50-69	43%
Age: 30-49	42%
NPC4 Fremont/McKinley/Verona	42%
NPC5 Urbandale	42%
Age: 70+	42%
Retired	41%
Homeowner	40%
Caucasian	39%
Male	38%
Not Employed, Not Looking for Work	38%
NPC10 Westlake/Prairieview	37%
Full Time	37%
NPC9 Rural Southwest	34%
NPC11 Riverside/Minges	31%

On average respondents that were disabled, African American, or renters rated service needs as high more often than all other demographic groups.

Rank	Disabled	%
1	Job Opportunities	84.0%
2	Health Care	76.3%
3	Weatherization	76.0%
4	Rental Housing for Disabled	72.0%
5	Employment Training	72.0%

Job Opportunities ranked highest amongst all groups, but disabled, African American, and renter respondents were 20-25% more likely to rate it as a high priority than “all respondents”. **Employment Training** was a top 5 issue for both disabled and African American respondents—up 30 and 40% respectively. Outside of this increased emphasis on Employment Training, the order of priorities for African American respondents is very similar to survey sample.

Rank	African American	%
1	Job Opportunities	85.3%
2	Employment Training	82.5%
3	Youth Services	74.3%
4	Street Improvements	73.9%
5	Crime Prevention Education	69.1%

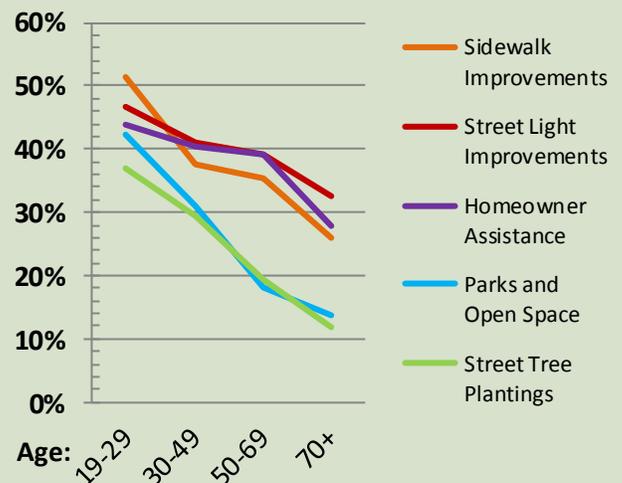
Rental Housing for Disabled was a top 5 priority for disabled respondents and **Rental Housing for the Homeless** likewise for renters—both significant differences in priority from the survey sample which ranked them 23rd and 17th respectively.

Rank	Renter	%
1	Job Opportunities	79.3%
2	Rental Housing for Homeless	66.4%
3	Youth Services	66.0%
4	Street Improvements	65.2%
5	Health Care	64.6%

High Service Needs Related to Respondent Age

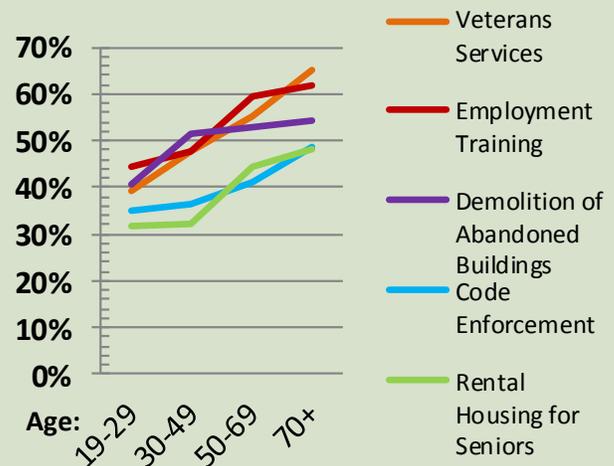
The priority level of a number of service needs decreased with age. For example Sidewalk Improvements were rated as a high priority by 51% of 19 to 29 year olds, with each subsequent age bracket resulting in lower percentages. Only 26% of respondents 70+ years old rated Sidewalk Improvements a high priority.

Priorities that Decrease with Age

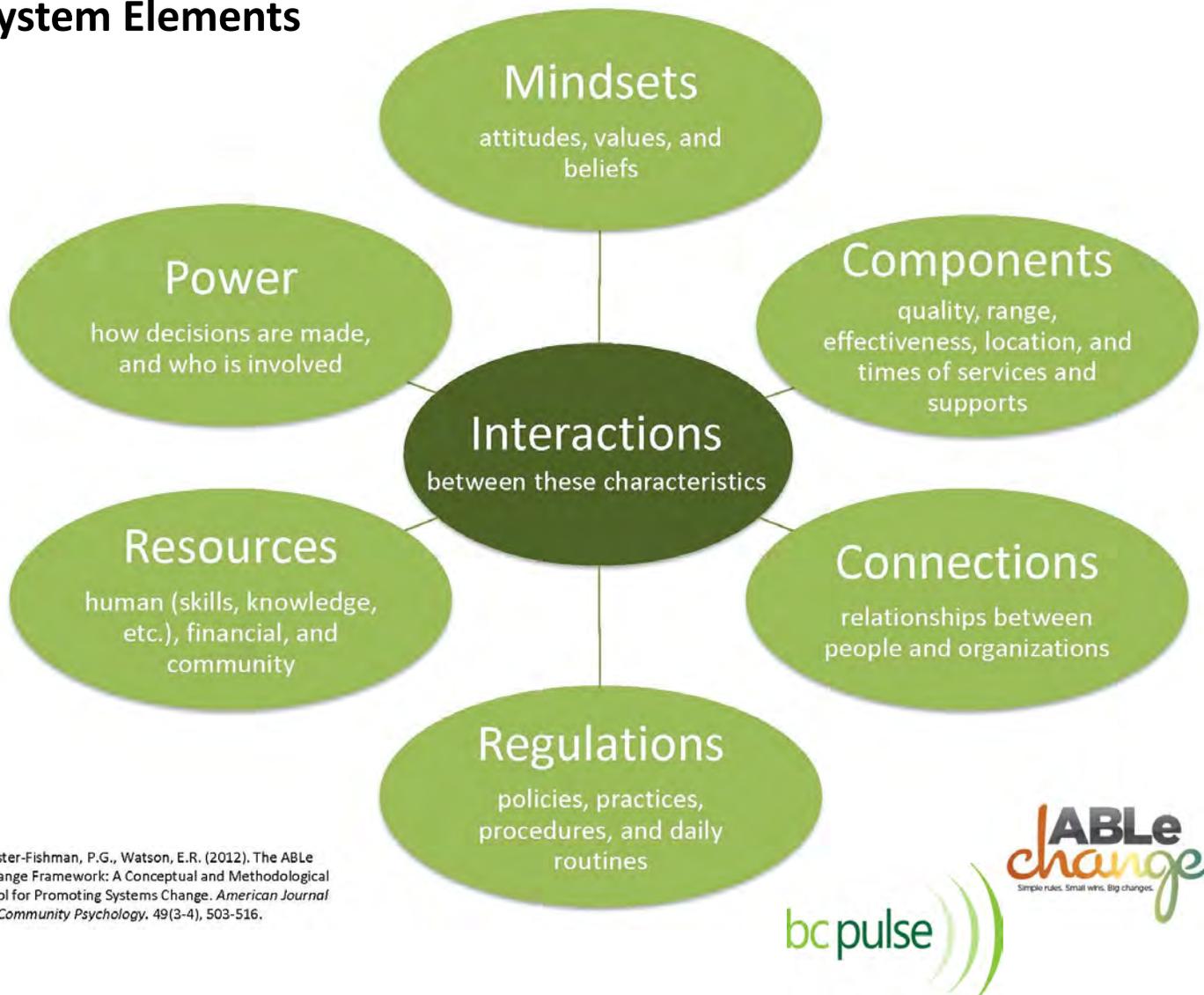


A number of service needs increased in priority with age, the most significant of which was Veteran Services which was rated as high by just 39% of 19 to 29 year olds, but by 65% of respondents over the age

Priorities that Increase with Age



System Elements



Foster-Fishman, P.G., Watson, E.R. (2012). The ABLe Change Framework: A Conceptual and Methodological Tool for Promoting Systems Change. *American Journal of Community Psychology*, 49(3-4), 503-516.



Mindsets: Attitudes, values and beliefs that shape behavior. Systems change shifts mindsets to believe in the value of coordination and family voice.

Components: Systems change enhances service components to increase the use of evidence based programs and more effective services.

Connections: Systems change improves connections with referrals and information sharing, improved inter-organizational trust and more real time learning across organizations.

Regulations: Policies, practices, procedures and daily routines that shape behavior patterns of individuals, groups and organizations. Systems change aligns regulations so policies and procedures are adjusted to support improved outcomes.

Resources: Expanded resources create greater opportunities to solve problems, successful collaborative grant applications and enhanced staff knowledge of local systems.

Power: How decisions are made, who participates in decision-making, and the structures available to support an inclusive voice. Systems change alters dynamics to enhance family voice in the system and empowers direct providers.

Qualitative Data Analysis

of Open Ended Responses from the Community Development Survey, Public Meetings and Consultations

Root Cause Chains:

Qualitative Data Analysis

Problems facing neighborhoods are complex and multifaceted, the survey and public meetings gauged people's thoughts and priorities on problems facing Battle Creek's neighborhoods. The consultations gathered organizational leaders thoughts and opinions. Getting beyond simple answers is the purpose of analyzing qualitative data using the Theming or Root Cause Analysis. This method is part of the ABLe Change Framework, developed by Pennie Foster-Fishman and Erin Watson from Michigan State University. BC Pulse facilitated and coached the theming of this information.

The following analysis summarizes and groups the 900 open ended responses gathered from the ten public meetings and the open ended survey responses. Statements were grouped together and categorized to develop the attached root cause chains. The number in parentheses () behind each statement is the number of open ended responses that were grouped together because they stated the same or similar thought. Each statement was analyzed to identify the systems element it represented. The system element is labeled at the end of each statement.

The root cause chains will be used to create strategies for solving problems in neighborhoods.

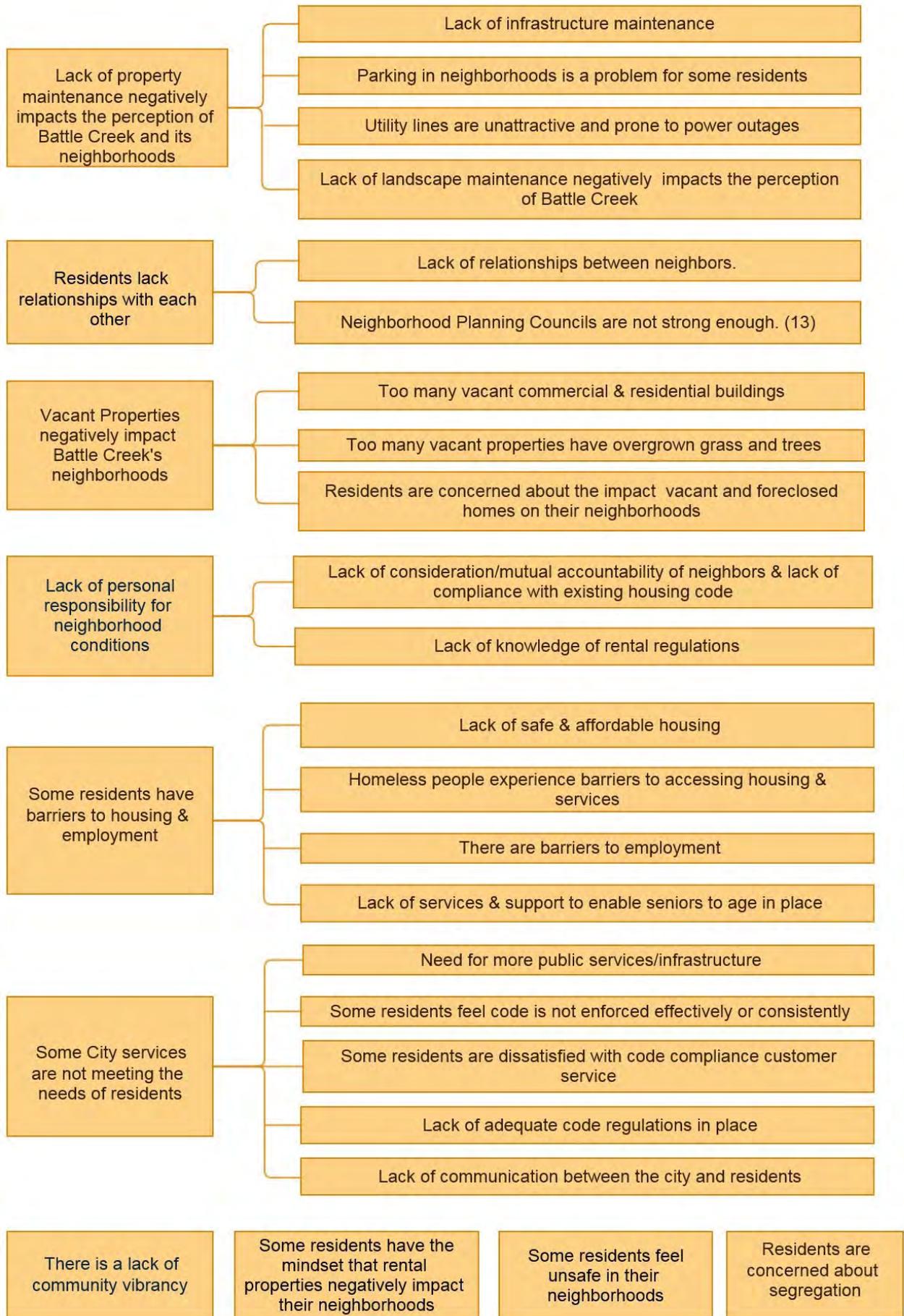
Survey/Public Input Root Cause Chains

- ◆ Property Maintenance Concerns
- ◆ Lack of Neighborhood Relationships
- ◆ Impact of Vacant Buildings on Neighborhoods
- ◆ Lack of Personal Responsibility for Neighborhood Conditions
- ◆ Barriers to Housing & Employment
- ◆ Impact of City Services
- ◆ Lack of Vibrancy
- ◆ Impact of Rental Housing
- ◆ Perceptions of Neighborhood Safety
- ◆ Housing Segregation

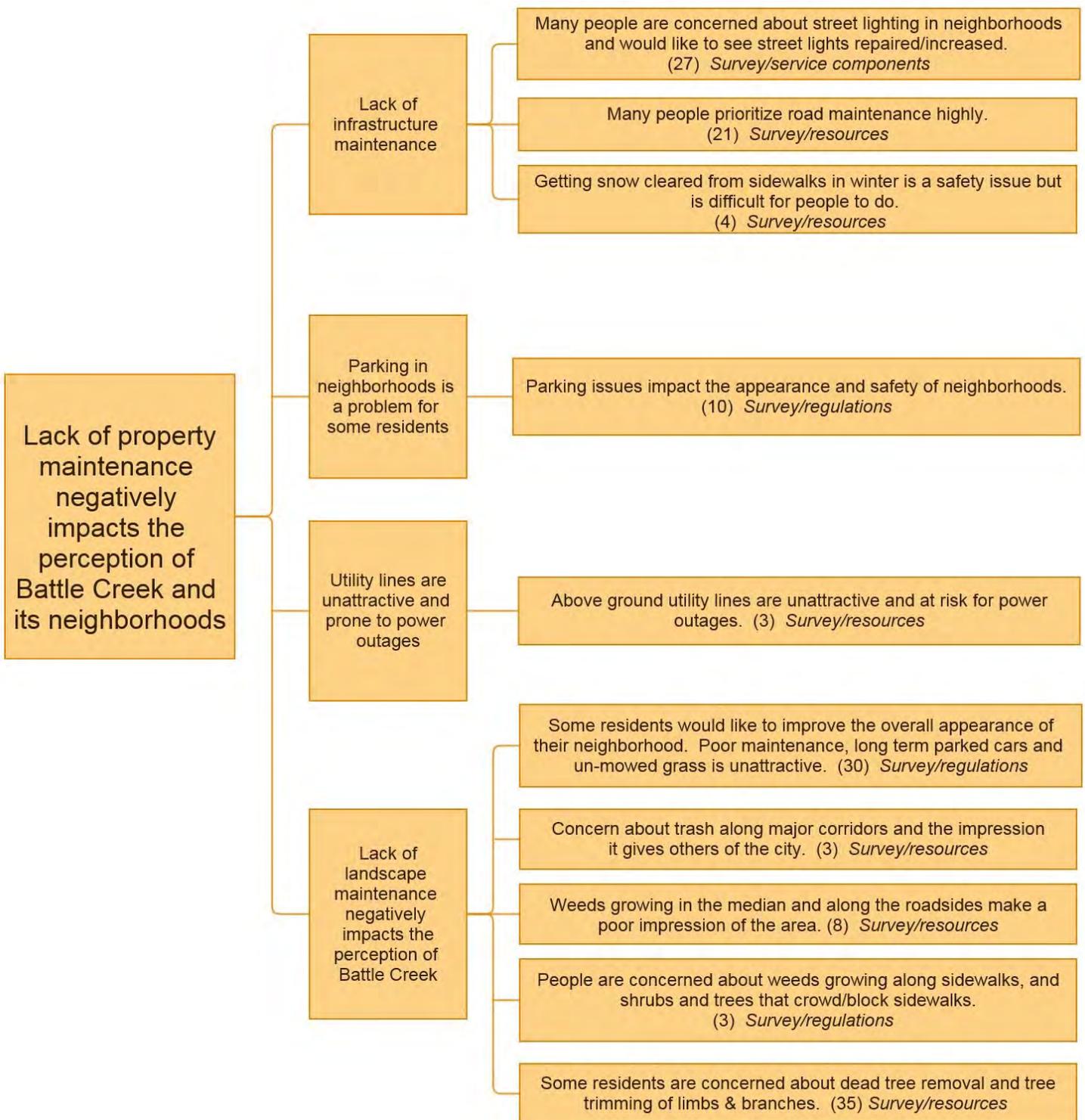
Consultations Root Cause Chains

- ◆ Lack of Vibrancy
- ◆ Lack of Safe & Affordable Housing
- ◆ Workforce Development: Barriers to Employment
- ◆ Supportive Services
- ◆ Disconnect with Decision Makers

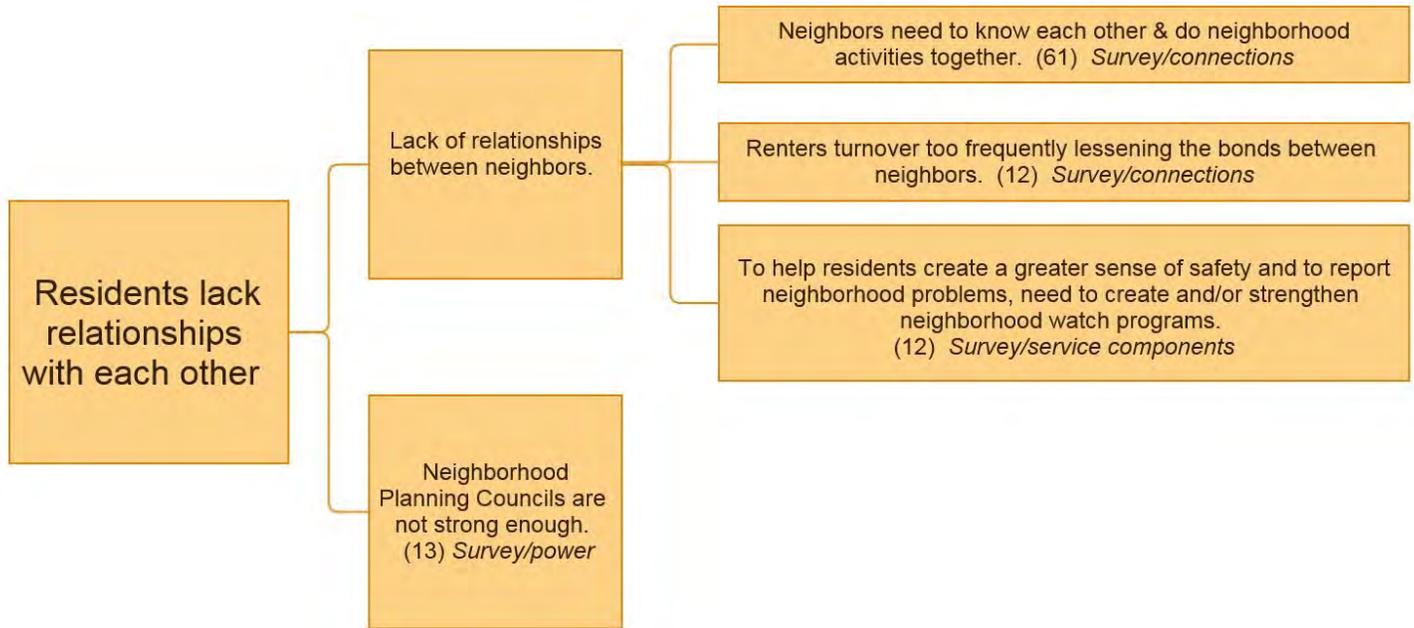
Summary of Survey/Public Input Root Cause Analysis



Survey/Public Input: Property Maintenance Concerns

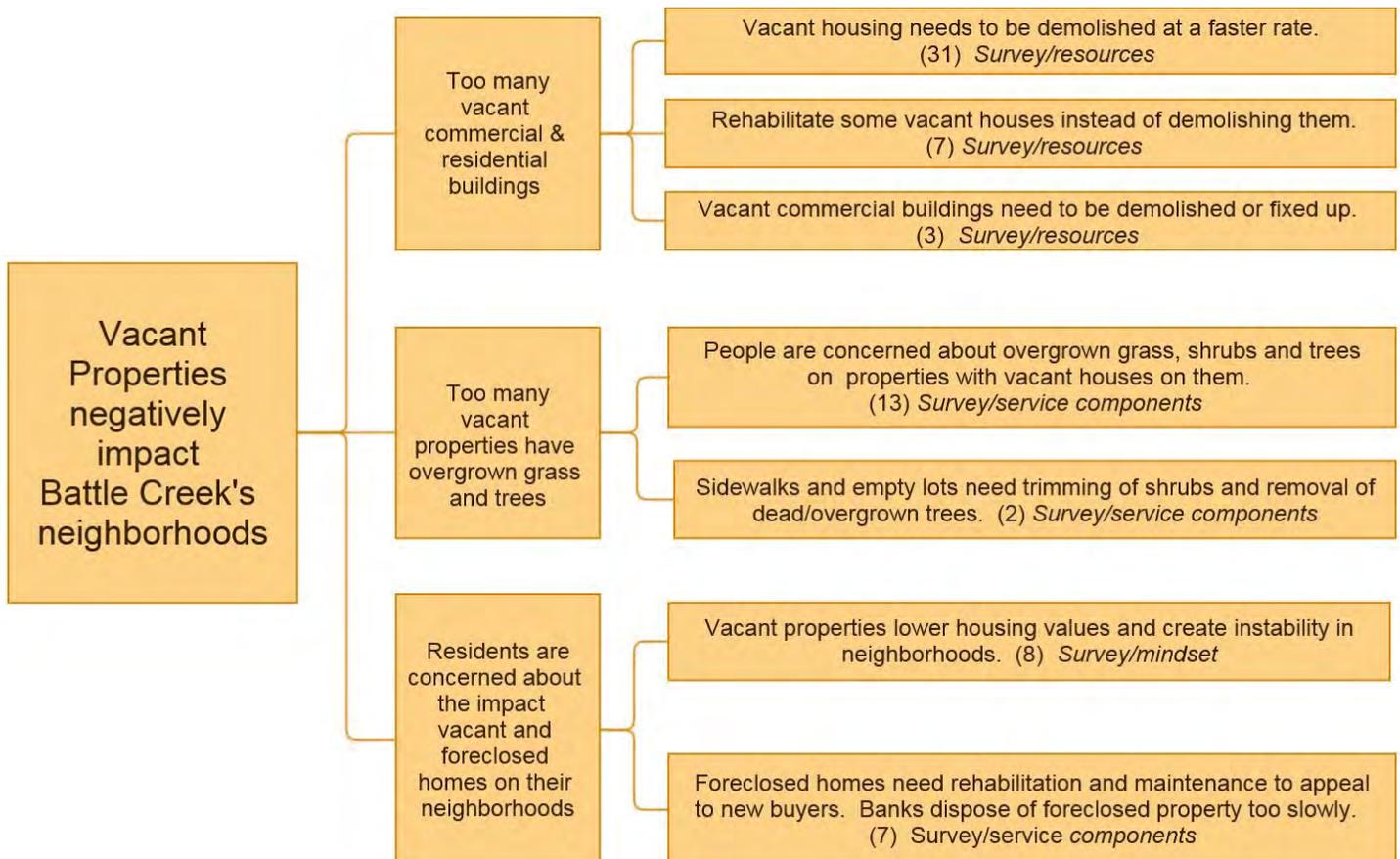


Survey/Public Input: Lack of Neighborhood Relationships



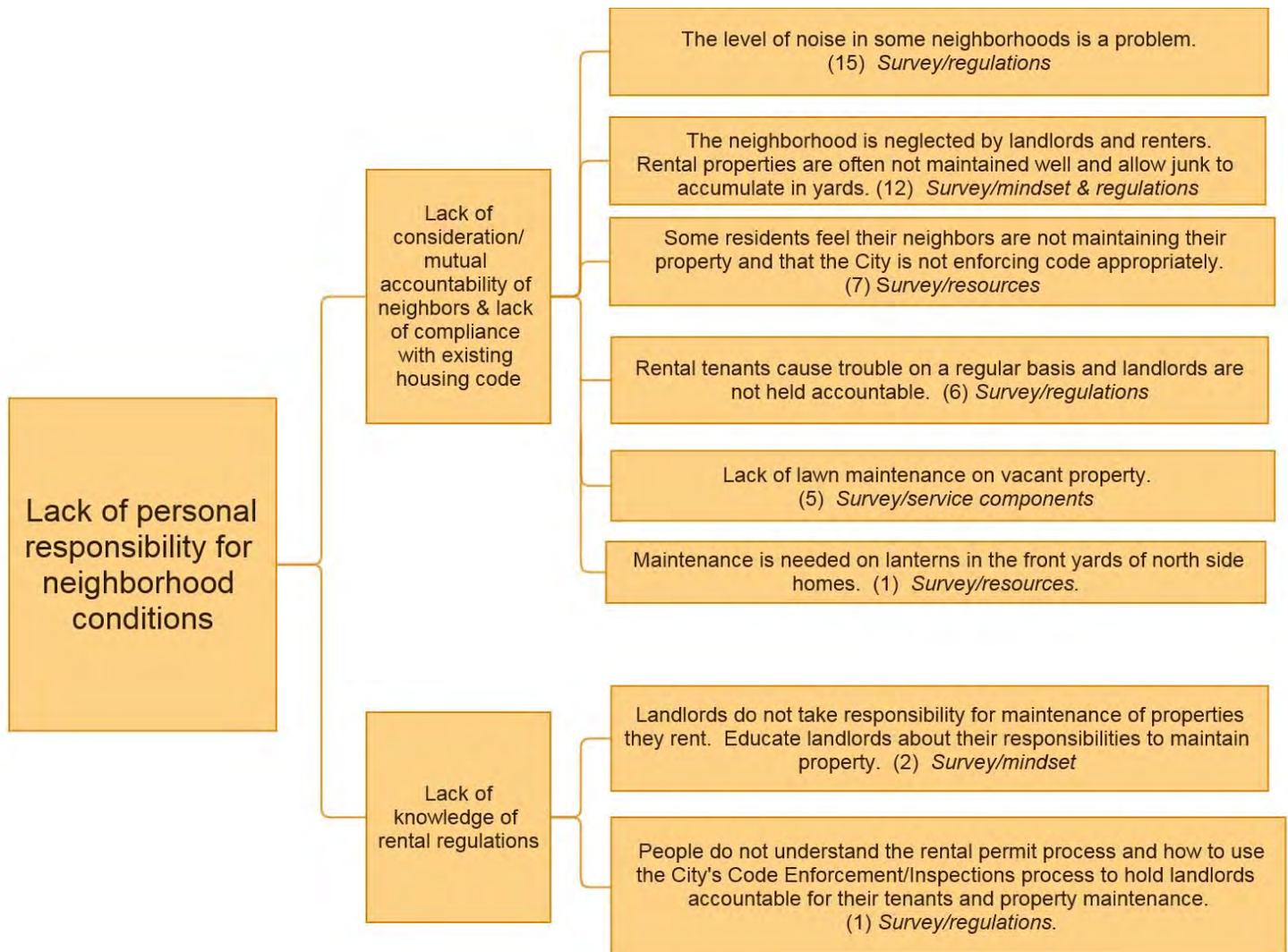
Survey/Public Input:

Impact of Vacant Buildings on Neighborhoods

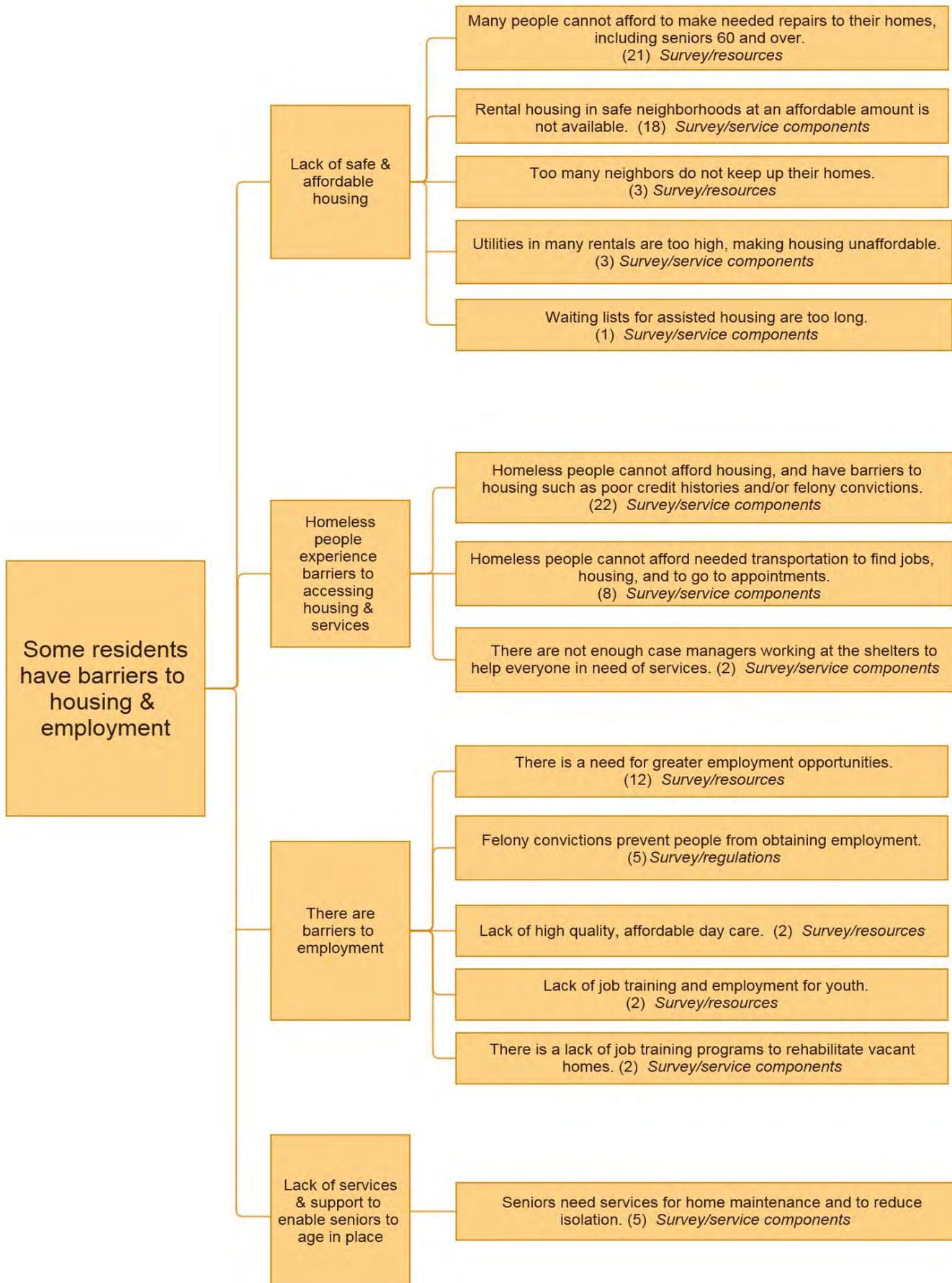


Survey/Public Input: Lack of Personal Responsibility

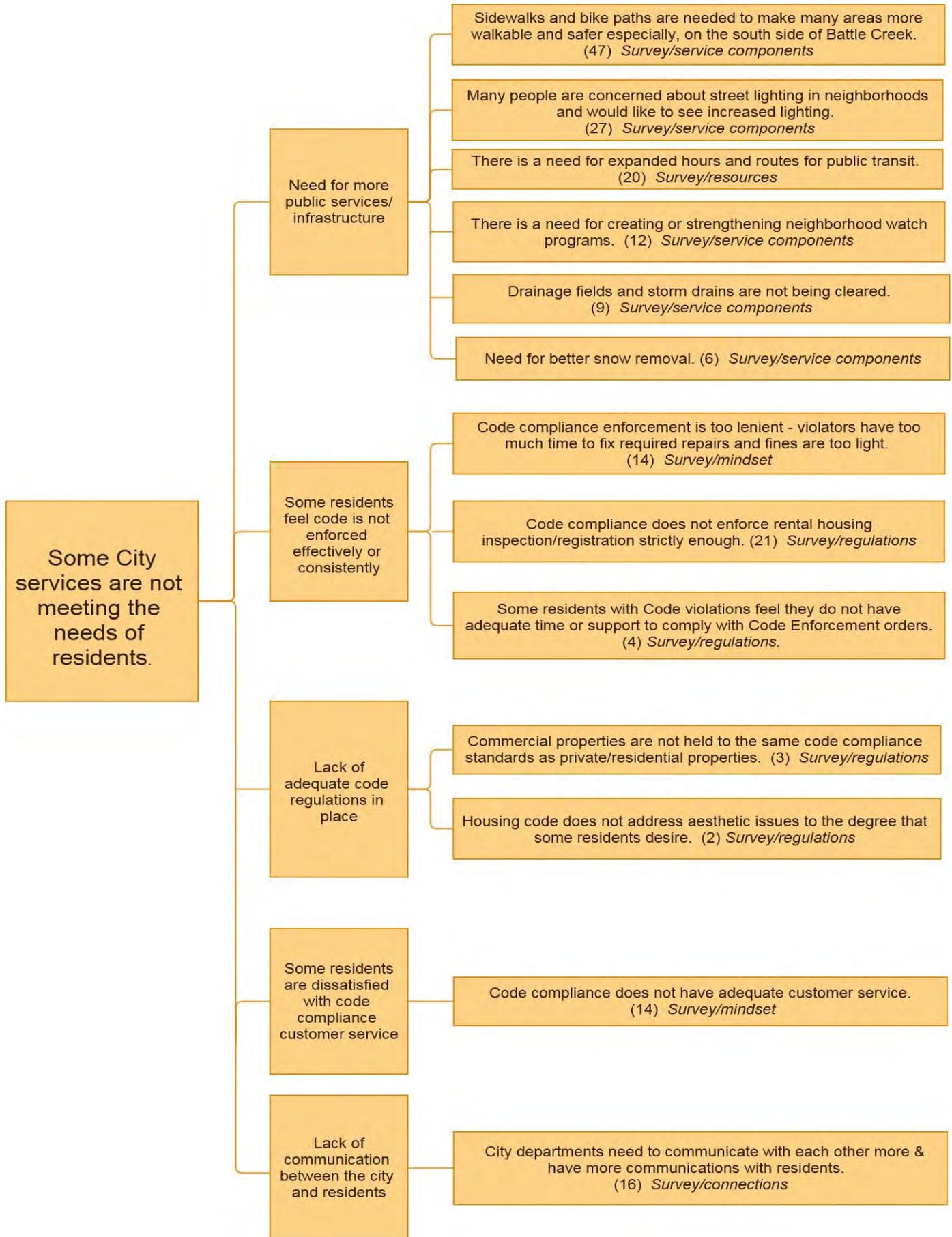
For Neighborhood Conditions



Survey/Public Input: Barriers to Housing & Employment



Survey/Public Input: Impact of City Services

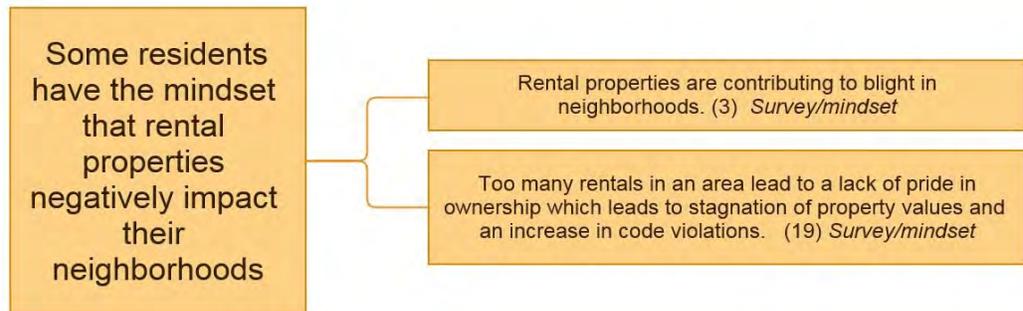


Survey/Public Input: Lack of Vibrancy, Impact of Rental Housing, Perceptions of Neighborhood Safety & Housing Segregation

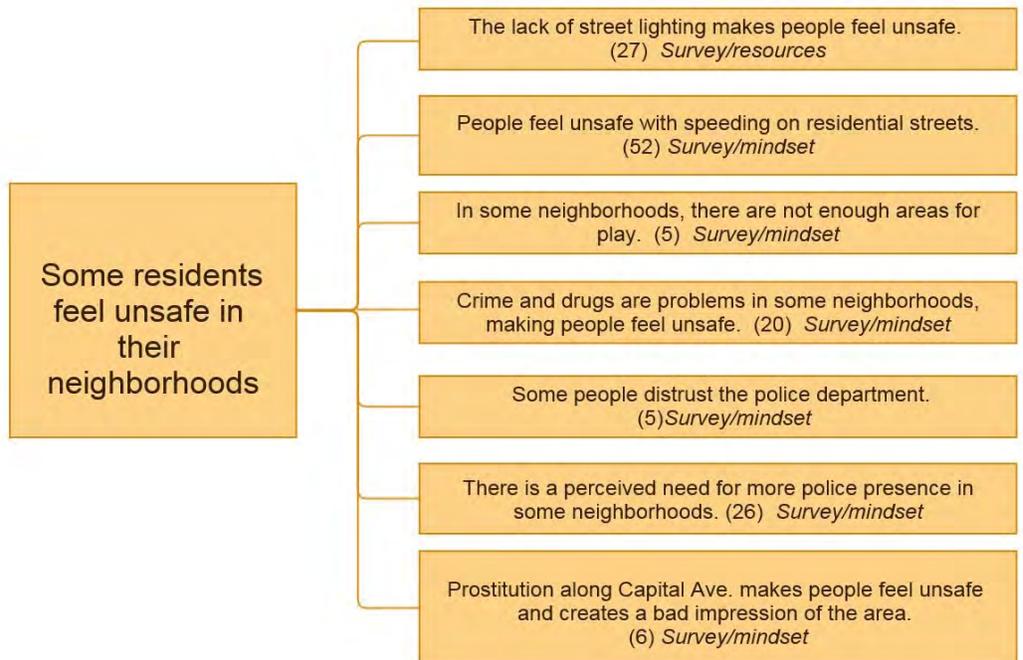
Lack of Vibrancy



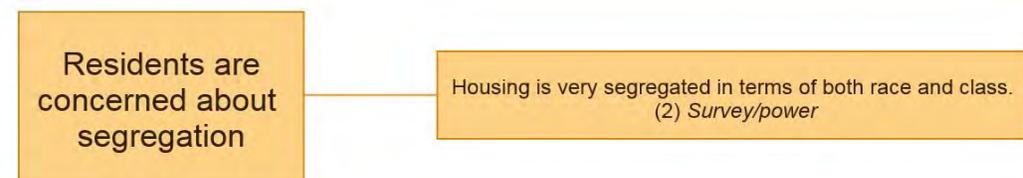
Impact of Rental Housing



Perception of Neighborhood Safety

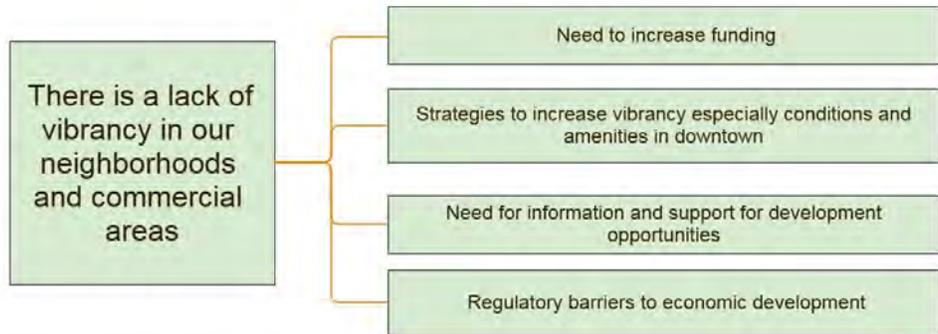


Housing Segregation

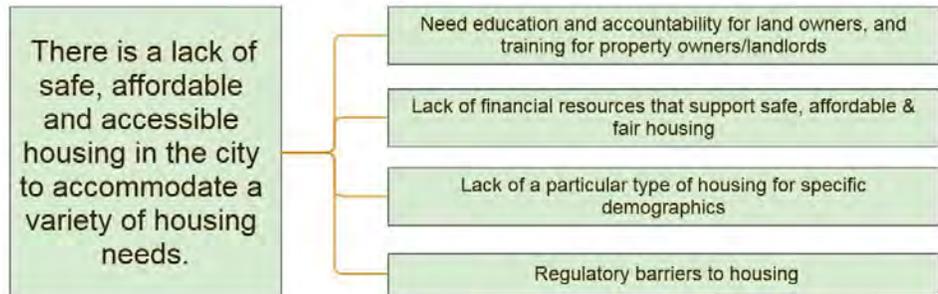


Summary of Consultation Root Cause Analysis

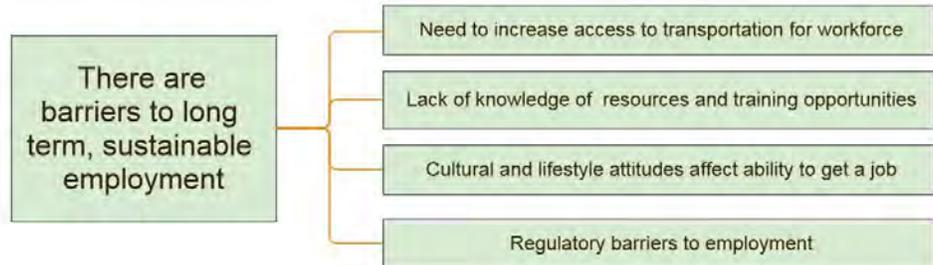
Lack of Vibrancy



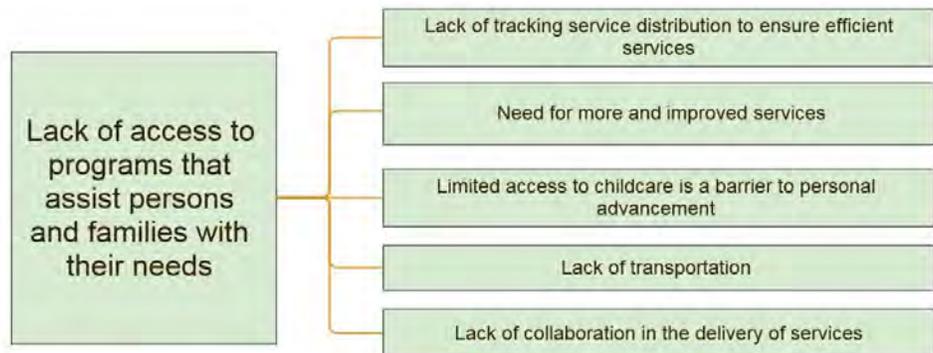
Affordable Housing



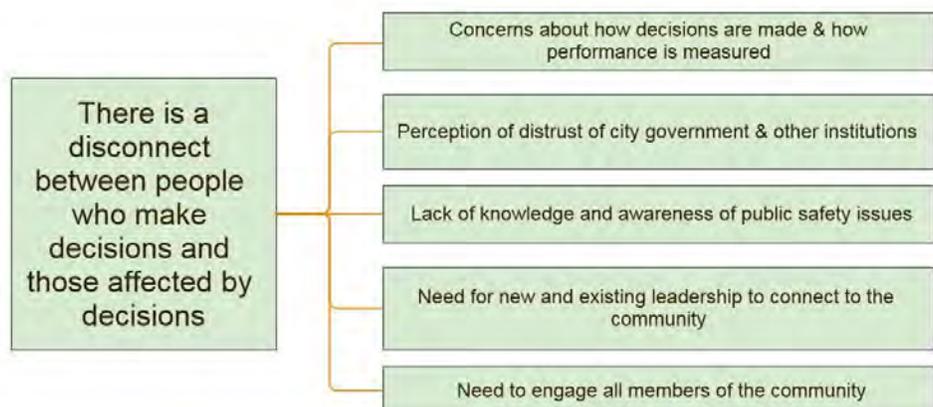
Workforce Development



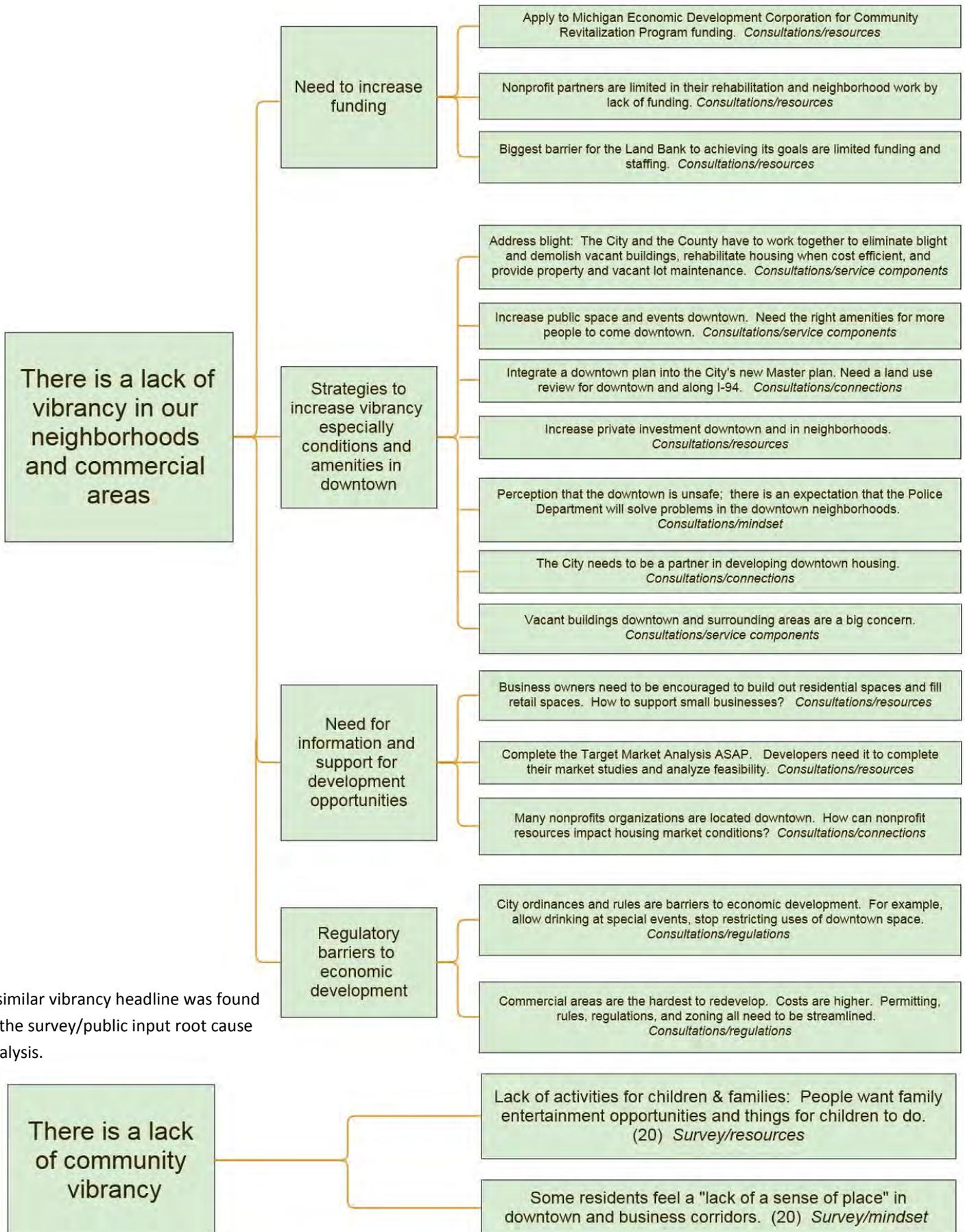
Supportive Services



Disconnect with Decision Makers

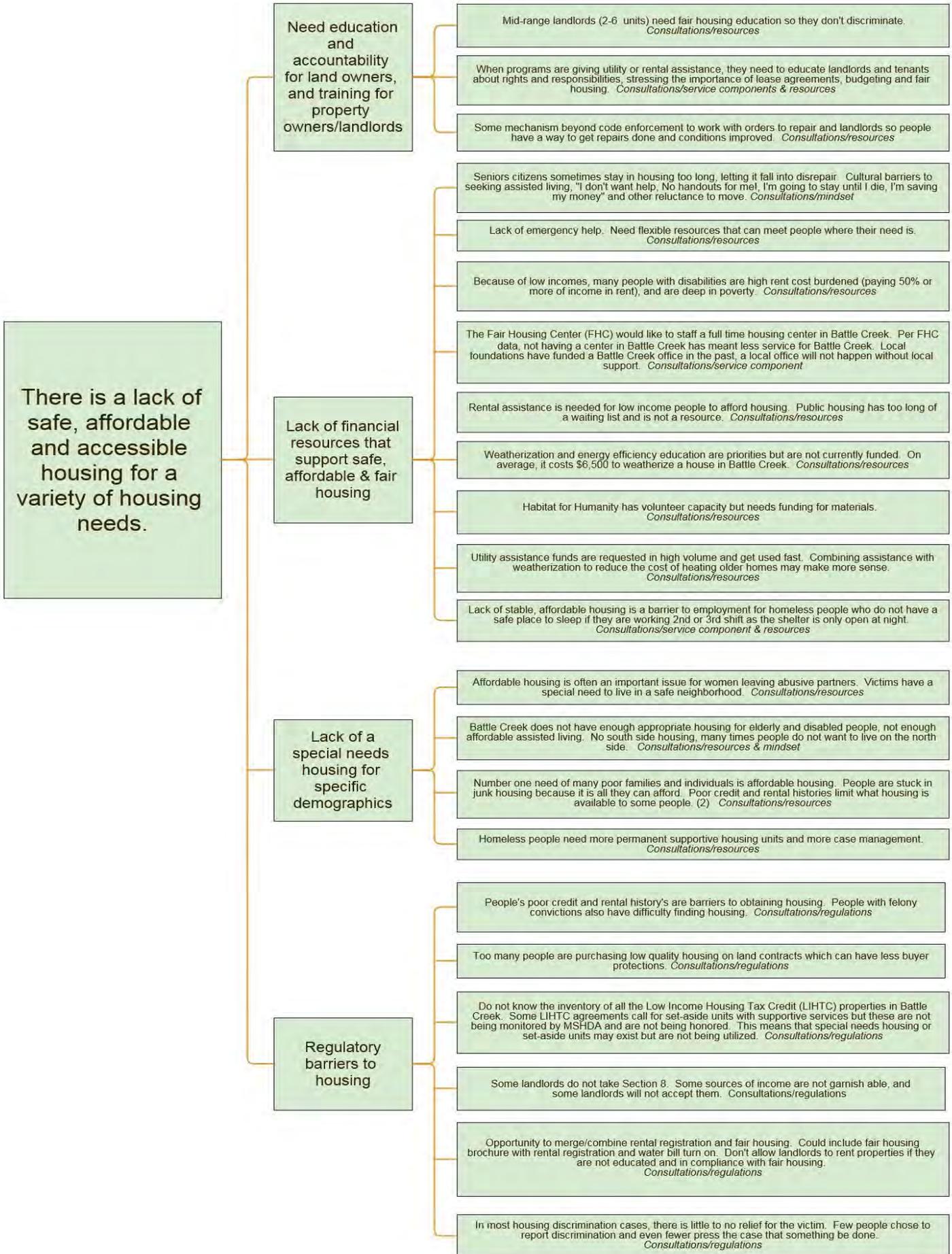


Consultations: Lack of Vibrancy



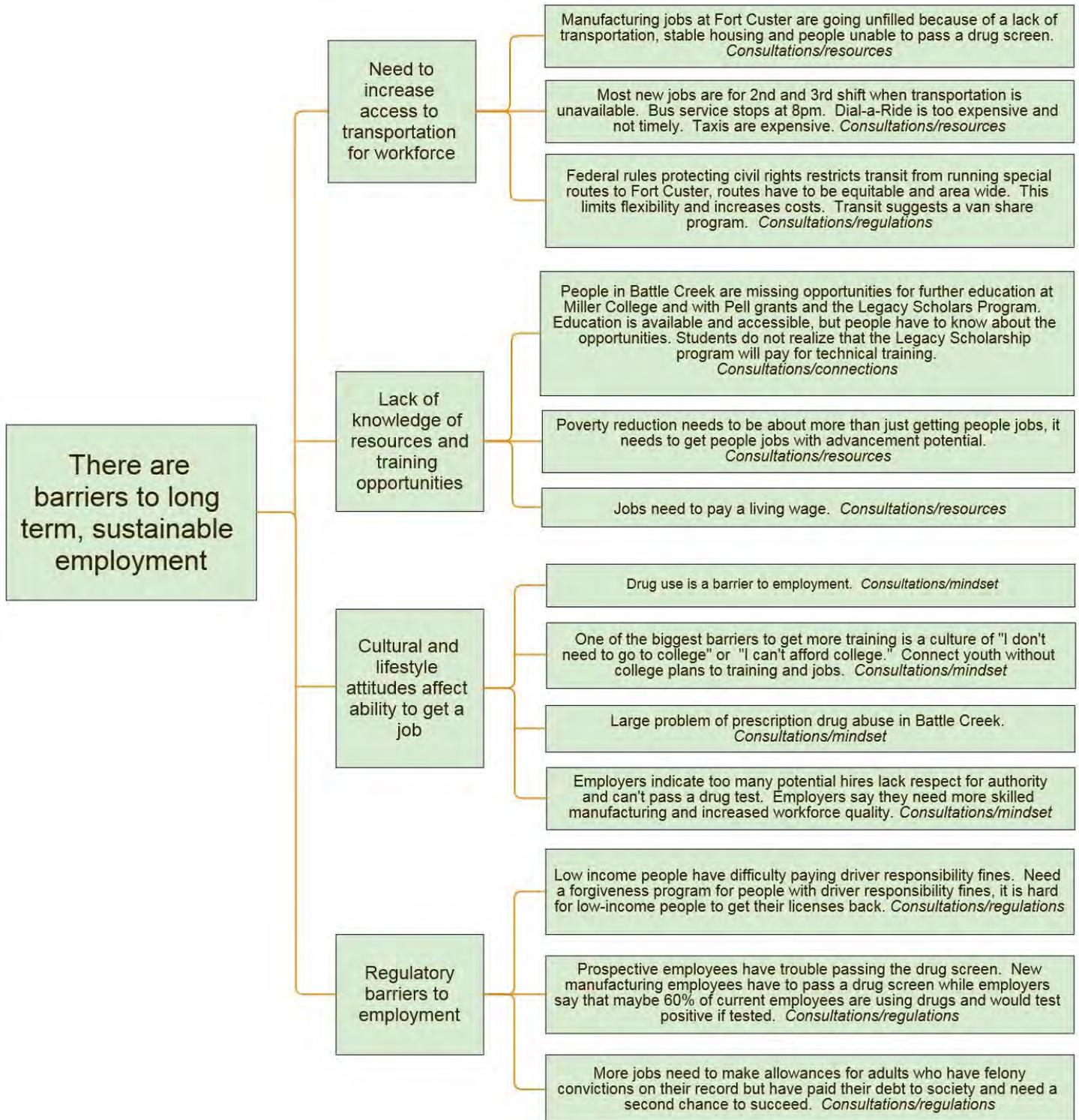
A similar vibrancy headline was found in the survey/public input root cause analysis.

Consultations: Safe & Affordable Housing

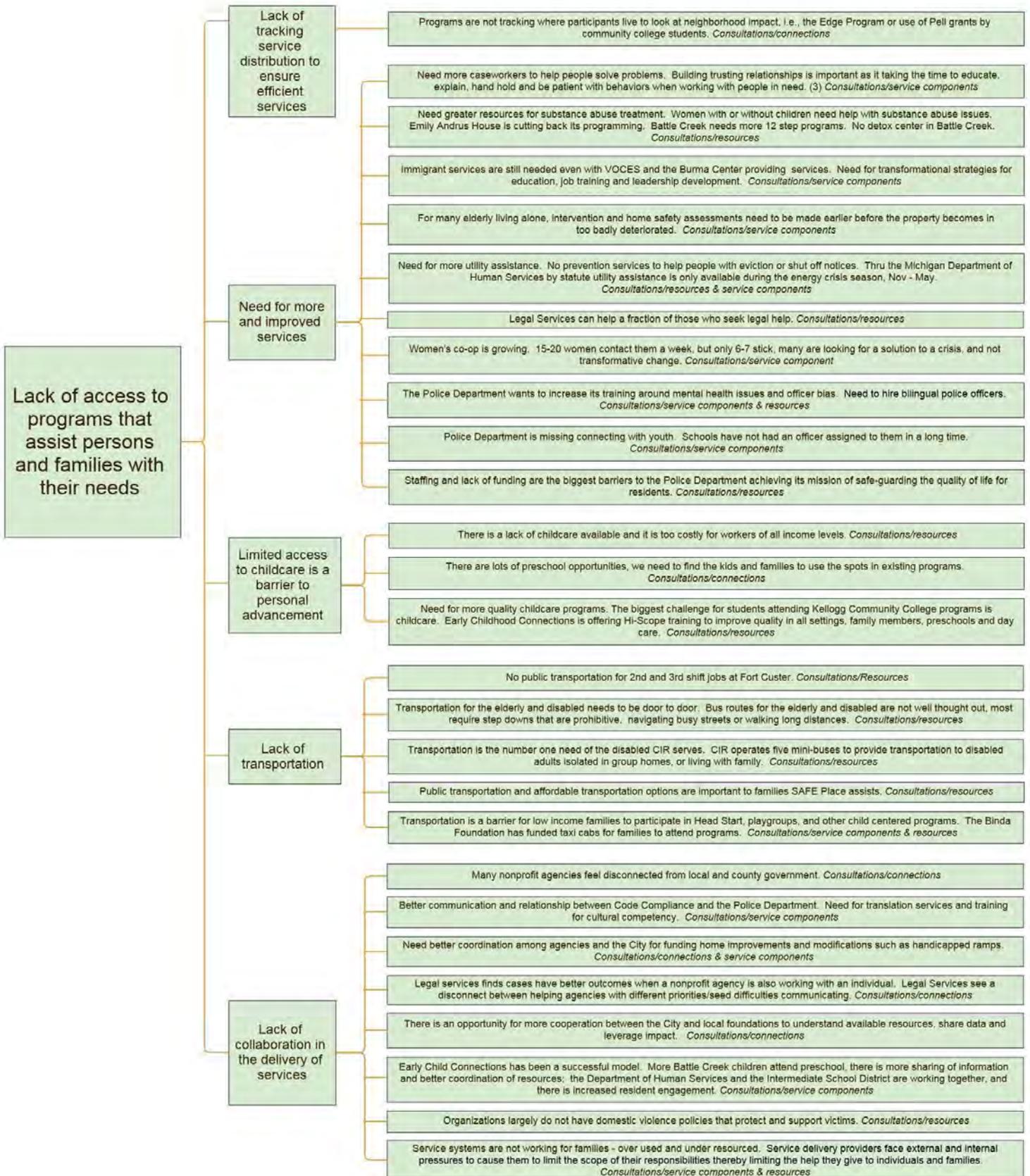


Consultations:

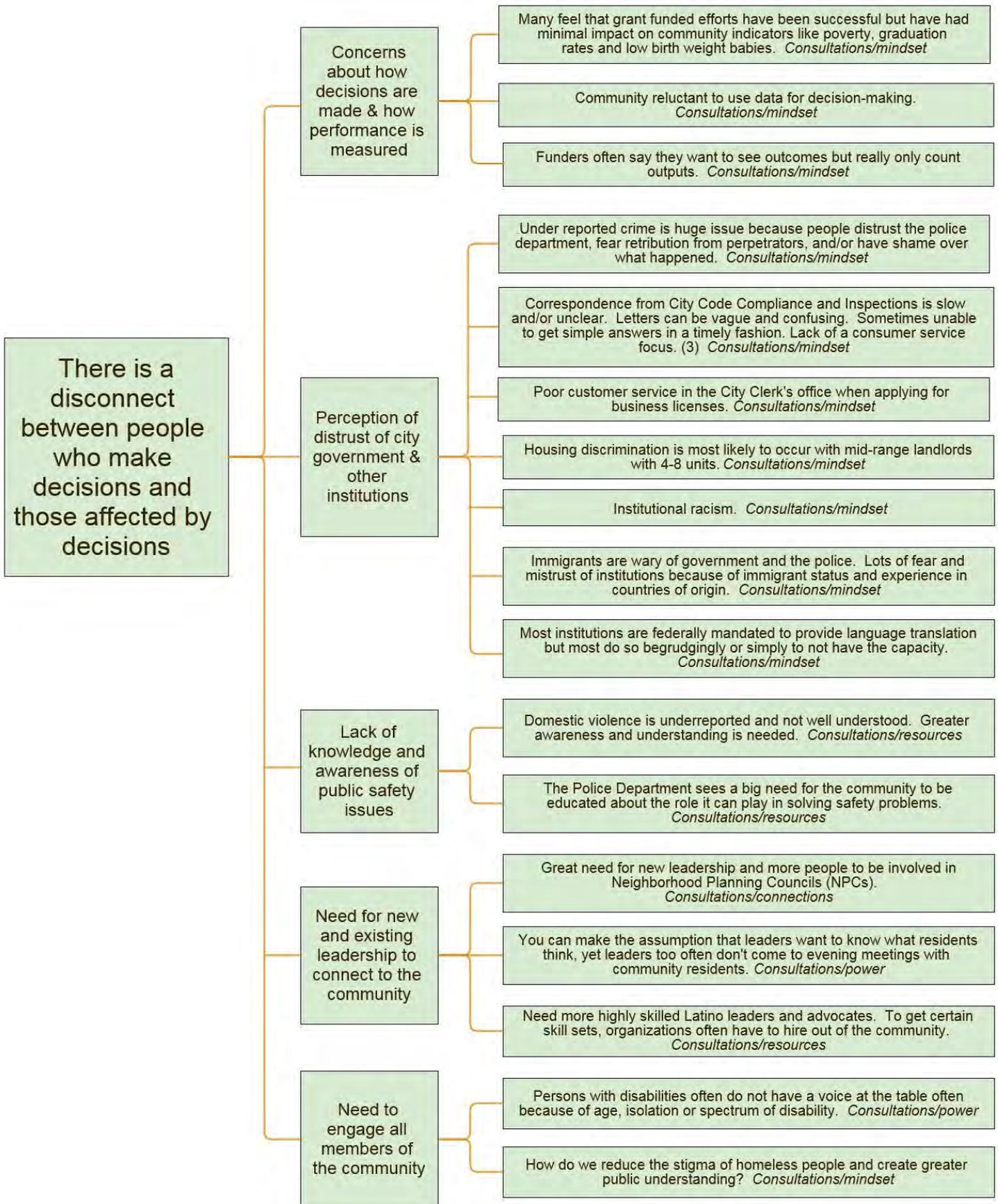
Work Force Development/Barriers to Employment



Consultations: Supportive Services



Consultations: Disconnect with Decision Makers



The City of Battle Creek’s **Community Development Department** supports neighborhoods by administering federal programs and coordinating planning efforts. It administers the federal **Community Development Block Grant (CDBG)** and **HOME Investment Partnership** formula grant programs. It has also successfully applied for federal **Neighborhood Stabilization Program (NSP)** competitive grant funds.

CDBG funds are awarded to entitlement cities of over 50,000 population, counties and states. Communities develop their own programs and funding priorities based on national objectives for neighborhood revitalization, economic development, and provision of public infrastructure and services. Priority must be given to activities which benefit low- and moderate-income people, or aid in the prevention and elimination of slums and blight. The City of Battle Creek spends 100% of its CDBG funds to benefit low- and moderate-income people and areas.

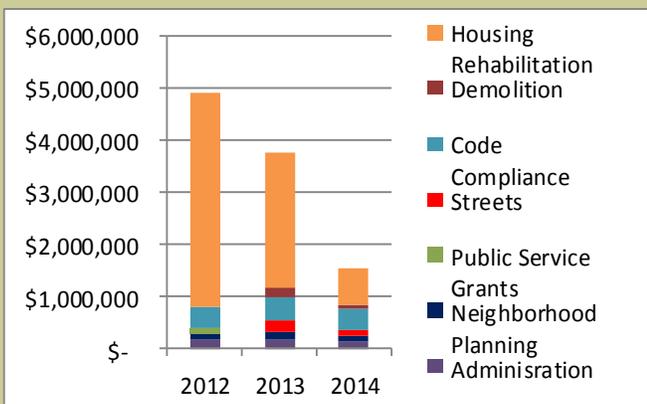
HOME is limited to assisting affordable housing, and **NSP** to rehabilitating or demolishing abandoned properties. **CDBG** funds the widest variety of activities and has been used to inspect and register thousands of rentals in low-income areas, rehabilitate hundreds of low-income peoples’ homes, and fund a variety of nonprofit programs through public service grants.

The descriptive analysis contained in this public engagement report, which is the product of a broadly distributed survey, ten public meetings and fifty consultations, will be used to determine and support the priorities for the City of Battle Creek’s 2015-2019 Consolidated Plan. This plan will also incorporate market analysis done by the City’s Community Development Department in its 2014 Community Development Snapshot and community needs data from the U.S. Census. It will lay out strategies and funded priorities for addressing the Battle Creek’s community development needs and will serve as the City’s plan and application for federal formula funding.

Prepared by:

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 Community Development Department
 10 N. Division St.
 Battle Creek, MI 49014

Federal Funding (CDBG, HOME, NSP) by Activity



For additional community development resources or more information about the five year consolidated planning process visit the Community Development Department’s webpage at: www.battlecreekmi.gov

The survey instrument and the data collected during the public engagement process is available upon request. For more information contact Chris Lussier at cplussier@battlecreekmi.gov or (269) 966-3267.

Appendix K
2014 Homeless Point in Time Count

Point In Time Count of Sheltered Clients Winter 2014 (January 29)

Persons in Households with at least one Adult and one Child

	Sheltered		Unsheltered	Total
	Emergency	Transitional		
Number of Households	17	6	0	23
Number of Persons (Adults and Children)	58	17	0	75
Number of Persons (Under Age 18)	36	11	0	47
Number of Persons (Age 18-24)	2	1	0	3
Number of Persons (Over Age 24)	20	5	0	25

Persons in Households without Children

	Sheltered			Unsheltered	Total
	Emergency	Transitional	Safe Haven		
Number of Households	63	77	0	53	193
Number of Persons (Adults)	63	77	0	54	194
Number of Persons (Age 18-24)	7	4	0	5	16
Number of Persons (Over Age 24)	56	73	0	49	178

Persons in Households with Only Children

	Sheltered		Unsheltered	Total
	Emergency	Transitional		
Number of Households	2	8	0	10
Total Number of One-Child Households	2	8	0	10
Total number of Multi-Child Households	0	0	0	0
Number of Children in Multi-Child Households	0	0	0	0

Total Households and Persons

	Sheltered			Unsheltered	Total
	Emergency	Transitional	Safe Haven		
Total Households	82	91	0	53	226
Total Persons	123	102	0	54	279