



FY 2018 Minneapolis  
HUD CONSOLIDATED PLAN for Housing and Community  
Development  
One Year Action Plan

- ❖ Community Development Block Grant
- ❖ Emergency Solutions Grant
- ❖ Housing Opportunities for Persons with AIDS
- ❖ HOME Investment Partnerships



## **Executive Summary**

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

#### **1. Introduction**

The 2018 Action Plan details how the City of Minneapolis will use the Community Development Block Grant (CDBG), HOME Investment Partnerships (HOME), Emergency Solutions Grant (ESG), and Housing Opportunities for Persons with AIDS (HOPWA) 2018 program year entitlement funding provided to it by the U.S. Department of Housing and Urban Development (HUD). The funding detail describes how the City of Minneapolis will continue to address the goals and strategies presented in the 2015 Five Year Consolidated Plan for the benefit of its low- and moderate-income residents.

The reader is directed to review the 2015 Five Year Consolidated Plan approved by HUD in June 2015 to add their understanding of the funding priorities and direction found in this 2018 Action Plan. The 2015 Five Year Consolidated Plan can be found at [http://www.minneapolismn.gov/grants/grants\\_consolidated-plan](http://www.minneapolismn.gov/grants/grants_consolidated-plan) or be made available by request to the staff contact listed below.

The Action Plan asserts the City's commitment to working with local partners to achieve ambitious goals, such as; eliminating chronic homelessness and lead-based paint hazards in the City, achieving a sustainable balance in the placing of affordable housing, and providing new economic opportunities for low- and moderate income youth and adults. Continual cuts in funding, at both the federal and state levels of government, have put a squeeze on the ability of the City of Minneapolis to meet the demand for public service programs. The vulnerability of low- and moderate income residents is especially great and the ability to meet community needs with federal funds is limited by shrinking federal budgets. The 2018 Consolidated Plan anticipated total funding is \$14.2 million, a \$5.6 million decrease from the \$19.8 million received in 2008.

The City of Minneapolis' 2018 Action Plan program year runs from June 1, 2018 through May 31, 2019. The City's lead agency responsible for the Plan's development is the Office of Grants & Special Projects, housed in the City of Minneapolis Intergovernmental Relations Department.

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

Annual Action Plan  
2018

1

The City of Minneapolis' Consolidated Plan seeks to address the following HUD objectives and outcomes for these HUD entitlement funds:

### **Objectives**

1. Creating suitable living environments
2. Providing decent housing, and
3. Expanding economic opportunities

### **Outcomes**

1. Availability/accessibility
2. Affordability, and
3. Sustainability

In pursuit of these HUD objectives and outcomes, the City will pursue the following goals with its HUD resources over the 2015-19 Consolidated Plan with opportunity and equity in mind:

Sustainable, Affordable Housing-- Work to maintain and increase the community's availability of decent, safe and sanitary affordable housing options for low- and moderate-income households in line with the city's goals of Living Well and One Minneapolis.

Community Economic Development-- Work to create economic growth opportunities accessible to low- and moderate-income residents and support workforce training options enabling residents to take advantage of those opportunities consistent with the city's goals of One Minneapolis and A Hub of Economic Activity and Innovation.

Safe, Equitable, Livable Environment-- Provide services and programming that support low income residents in realizing safe, equitable and livable communities promoting healthy lives consistent with the city's goals of Living Well, One Minneapolis, and Great Places.

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

The City continues to address its priority goals and strategies as it has done over the past several Consolidated Plan years. In summary, the City seeks to expand economic opportunities; preserve and create decent, affordable housing opportunities; and provide needed public services for its low- and moderate-income residents. The City addresses the needs faced by those who are homeless or are threatened with homelessness, it provides accessible public services for vulnerable populations, affirmatively furthers fair housing, and leverages its federal HUD funding with other funds in order to make significant, sustainable change in the community.

HUD conducts an annual Consolidated Plan end-of-year review of the most recent year-end performance by the City of Minneapolis, and provides a report with the results for each

review. Additionally, the HUD Secretary determines that the grant recipient is in compliance with the statutes and has the continuing capacity to implement and administer the programs for which assistance is received.

HUD has summarized the City of Minneapolis' accomplishments and achievements for the City's 2016 program year of June 1, 2016 through May 31, 2017, the most recent year-end report, based on Consolidated Plan objectives, as follows:

- The City spent 80.59% of funds on programs serving low and moderate-income persons
- The City complied with the CDBG public services and administration expenditure limits
- Vocational training opportunities were created, of which at least 435 adults were successful in obtaining private sector, permanent jobs
- Produced 720 new housing units
- CDBG funds were used to preserve and maintain affordable housing, through the rehabilitation of at least 1,452 housing units
- Rental assistance was provided to 133 households

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

Throughout the development of the Consolidated Plan, citizen input is encouraged and sought. The City of Minneapolis provides its citizens several opportunities to provide input to decision-making process. Staff also attends relevant community meetings to help inform the Consolidated Plan. Citizens are encouraged to attend and participate in City Council committee meetings, neighborhood/community revitalization meetings, numerous boards and public hearings designed to solicit public comments. These community engagement practices are designed to meet the needs and requirements of various programs and planning processes.

Staff of the City of Minneapolis, Community Planning and Economic Development (CPED), and the Minneapolis Public Housing Authority (MPHA) have jointly developed a citizen participation plan designed specifically for the Consolidated Plan. Elements of the citizen participation plan are found throughout this document.

The full Consolidated Plan Citizen Participation Plan is found in the Appendix.

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

##### **Public Hearing November 29, 2017**

This public hearing was held for the purpose of obtaining comment on the City of Minneapolis proposed 2018 City budget & tax levy, including the proposed 2018 Consolidated Plan Action Plan budget. Comments are summarized as: Comments specific to the Consolidated Plan budget and its programming by residents in this public hearing can be found in AP-12 Participation; Citizen Participation Outreach.

### **Public Hearing December 6, 2017**

This public hearing was held with the City Council 2018 Budget Adoption for the purpose of obtaining comment on the 2018 City Budget, including the proposed 2018 Consolidated Plan Action Plan budget, City of Minneapolis Budget Schedule Four.

Comments are summarized as: Comments specific to the Consolidated Plan budget and its programming by residents in this public hearing can be found in AP-12 Participation; Citizen Participation Outreach.

### **Public Hearing May 2, 2018**

This public hearing will be held at the Minneapolis City Council Housing Policy & Development Committee to allow public verbal input pertaining to the Draft 2018 Consolidated Action Plan.

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

All comments were received by the City Council for consideration.

### **7. Summary**

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

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

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

Agency Role		Name	Department/Agency
CDBG Administrator	MINNEAPOLIS	Intergovernmental Relations Department	
HOPWA Administrator	MINNEAPOLIS	Intergovernmental Relations Department	
HOME Administrator	MINNEAPOLIS	Community Planning & Economic Development Dept.	
ESG Administrator	MINNEAPOLIS	Community Planning & Economic Development Dept	

**Table 1 – Responsible Agencies**

**Narrative (optional)**

The City’s lead agency responsible for the plan’s development is the Office of Grants & Special Projects in the Department of Intergovernmental Relations, Office of the City Coordinator. Consolidated Plan policy items are under the general purview of the Minneapolis City Council's Community Development and Regulatory Services Committee.

**Consolidated Plan Public Contact Information**

Questions regarding the Consolidated Plan can be directed to Matt Bower of the Intergovernmental Relations Department, Office of Grants & Special Projects.

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

### **1. Introduction**

Full discussion of community consultations and resulting goals and strategies developed are found in the 2015 Five Year Consolidated Plan at [http://www.minneapolismn.gov/grants/grants\\_consolidated-plan](http://www.minneapolismn.gov/grants/grants_consolidated-plan) . The following narratives summarize that discussion.

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

City staff of the Grants and Special Projects office consulted internally with the Minneapolis Department of Community Planning and Economic Development (CPED), Department of Health, and other city departments as appropriate in drafting the Consolidated Plan Five-Year Strategy. Heading Home Hennepin staff in the Office to End Homelessness provide information and analyses on homelessness needs and priorities. The Minneapolis Public Housing Authority (MPHA) provide data and information on public housing. Various outside groups were consulted informally by staff. Outside efforts were reviewed for formally provided input to city programming priorities and strategies through means such as advisory committees, task groups and commissions. The most recent public documents of these efforts were reviewed for the Consolidated Plan. Full discussion of these consultations and resulting goals and strategies developed are found in the 2015 Five Year Consolidated Plan at [http://www.minneapolismn.gov/grants/grants\\_consolidated-plan](http://www.minneapolismn.gov/grants/grants_consolidated-plan) .

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

The City of Minneapolis is an active participant in the local Continuum of Care known as Heading Home Hennepin. The City provides support for the Office to End Homelessness which provides coordination activities for the implementation of goals and strategies of Heading Home Hennepin. City officials sit on the Heading Home Hennepin CoC Executive Board and city staff sit on the Heading Home Hennepin CoC Operations Board.

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

As noted above, the City provides support for and works with the Office to End Homelessness (OEH) which provides coordination activities for the implementation of goals and strategies of Heading Home Hennepin. OEH advises, leads and staffs efforts to allocate funds, develop appropriate performance



standards and outcome evaluation, develop and implement Coordinated Assessment and HMIS priorities, protocols, procedures and management. This work is delivered under the authority and oversight of the CoC Executive Board and its governance committees.

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

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

1	<b>Agency/Group/Organization</b>	MINNEAPOLIS PUBLIC HOUSING AUTHORITY
	<b>Agency/Group/Organization Type</b>	PHA
	<b>What section of the Plan was addressed by Consultation?</b>	Public Housing Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Meetings were held with PHA staff in developing the public housing narratives contained in the plan. Future coordination will involve city staff in presenting the city's Consolidated Plan goals and strategies to annual Agency Plan community meetings. It is also anticipated that future fair housing assessment process that the PHA will be subject to in the future will involve city staff.
2	<b>Agency/Group/Organization</b>	Minnesota HIV Housing Coalition
	<b>Agency/Group/Organization Type</b>	Regional organization Planning organization
	<b>What section of the Plan was addressed by Consultation?</b>	HOPWA Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The Minnesota HIV Housing Coalition is the community planning and advisory group that assists with identifying the housing needs for persons living with HIV/AIDS in the EMSA served by the Minneapolis HOPWA grant.
3	<b>Agency/Group/Organization</b>	Heading Home Hennepin
	<b>Agency/Group/Organization Type</b>	Services - Housing Services-homeless Publicly Funded Institution/System of Care Other government - County Planning organization

	<b>What section of the Plan was addressed by Consultation?</b>	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The Office to End Homelessness is a joint City-County office providing coordination, planning, management and evaluation of Heading Home Hennepin Continuum of Care strategies and priorities. The Office is consulted by the City on issues around homelessness needs and priorities.
4	<b>Agency/Group/Organization</b>	City of Minneapolis Advisory Boards
	<b>Agency/Group/Organization Type</b>	Services - Housing Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-Health Services-Education Health Agency Other government - Local Business and Civic Leaders
	<b>What section of the Plan was addressed by Consultation?</b>	Non-Homeless Special Needs Anti-poverty Strategy Lead-based Paint Strategy

	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The City of Minneapolis City Council has several community advisory boards which provide input to the city decisionmaking process in areas around need identification, strategy development, priority-setting, and evaluation. Several documents and initiatives related to these boards in areas such as community public services around health, community livability, youth and senior living and other issues inform and contribute to the City's setting of priorities and strategies related to the Consolidated Plan and city budgeting priorities.
5	<b>Agency/Group/Organization</b>	HENNEPIN COUNTY
	<b>Agency/Group/Organization Type</b>	Housing Services - Housing Services-homeless Service-Fair Housing Publicly Funded Institution/System of Care
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Non-Homeless Special Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	City and Hennepin County staff consulted and collaborated on needs identification and analysis required for the Consolidated Plan, particularly in areas of special needs populations and homelessness.

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

City staff did not rule out any agency input into the Consolidated Plan that could be utilized. The City considers its consolidated planning process an open and fluid environment that can responsively react to new input over the course of the five-year plan.

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

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	Heading Home Hennepin	Goals of the Heading Home Hennepin Plan to End Homelessness are related to the Consolidated Plan goals of Sustainable, Affordable Housing and Safe, Equitable, Livable Environment.
2014 Regional Analysis of Impediments to Fair Hous	HousingLink under contract to Fair Housing Implementation Council	Affirmative fair housing actions listed in the Consolidated Plan are sourced from the findings in the 2014 Regional Analysis of Impediments and its associated Analysis of Impediments Addendum completed in 2017.
City Goals	Minneapolis City Council	In 2014, the Minneapolis City Council adopted the City's vision, values, goals and strategic directions that will guide the City's work for the next four years. City leaders set new goals every four years, resulting in clear priorities that provide long-term direction and clarify the core function of City government. The adoption of the goals followed a public comment period in February/March 2014, when residents were asked to give their feedback on the draft vision, values, goals and strategic directions. The Consolidated Plan goals reflect three of the strategic directions.
Minneapolis Plan for Sustainable Growth	Minneapolis CPED Planning	Strategic plan goals and strategies related to housing and community development sourced from comprehensive plan text regarding future development and redevelopment of the City of Minneapolis.
HIV Housing Coalition Status Report	Minnesota HIV Housing Coalition	HOPWA goals and priorities set by the HIV Housing Coalition.
2012-17 Strategic Plan	Minneapolis Public Housing Authority	Public housing discussion reflects priorities adopted by the MPHA in their strategic plan.

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Thrive MSP 2040	Metropolitan Council	Priorities and goals expressed in the Thrive MSP 2040 are similar to Minneapolis priorities and goals and the forthcoming comprehensive plan update will reconsider the relationship of priorities of the two respective plans.
Local Unified Plan	Minneapolis Employment and Training	Annual workforce development strategy submitted to Minnesota Department of Employment and Economic Development. Reflects city priorities in economic development and workforce strategy implementation to take advantage of development.
Minneapolis Green Zones Planning Workgroup	Minneapolis Office of Sustainability	Green Zones are a policy initiative aimed at improving health and supporting economic development using environmentally conscious efforts in communities that face the cumulative effects of environmental pollution, as well as social, political and economic vulnerability. City staff held community focus groups where most common issues raised were; affordable housing, quality of housing and access to jobs. This planning process is still under development but feedback is used to guide and support Consolidated Plan work.
Minnesota HIV Housing Plan	Minnesota HIV Housing Coalition	The Minnesota HIV Housing Coalition has published a Minnesota HIV Housing Plan. Goal of the plan help inform decisions regarding the Annual Action Plan.
2014 Regional AI Addendum	Fair Housing Advisory Committee	As referenced above, the Fair Housing Implementation Council completed an Addendum document to its 2014 Regional Analysis of Impediments to Fair Housing through a community advisory planning process.

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

**Narrative (optional)**

The above consultations and planning efforts were undertaken in preparation for the 2015 Five Year Consolidated Plan and include concurrent efforts during the course of the annual action plans. These consultations are continually reviewed and updated during the course of implementing the five year strategy through formal processes such as the development of annual HUD performance reports, development of annual departmental business planning efforts, and joint planning efforts undertaken across the community with other partners at the government and private sector levels; for example, planning around the update to the City's Comprehensive Plan, the Green Zones initiative, and the Minnesota HIV Housing Plan.

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

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

Throughout the development of the Consolidated Plan, citizen input is encouraged and sought. City of Minneapolis staff has developed a citizen participation plan designed specifically for the Consolidated Plan. Generally, the City of Minneapolis provides its citizens in alternative forums many opportunities to provide input to the decision making process. Citizens are encouraged to attend and participate in City council committee meetings, neighborhood/community revitalization meetings, numerous boards and public hearings designed to solicit public comments. Throughout each year, city staff from the office of intergovernmental relations attends various and appropriate community meetings regarding issues covered under the plan. These avenues of engagement allow the City Council to sense the needs and views of city residents and factor them into decision-making actions. Community participation includes the broad resident involvement in neighborhood and community organizations, and supports clearly defined links between the City, City services and neighborhood and community organizations. The City encourages citizen participation to promote sustainable decisions by recognizing and communicating the needs and interests of all participants, including elected officials and decision-makers.

As a business planning strategy, City departments commit to a citizen engagement framework that encourages citizen participation for a shared vision. The City provides alternative means of public involvement through its community engagement framework, various community advisory groups, technical assistance, requests for proposals (RFPs) and through its extensive use of the internet communications and community surveys. The City actively meets its policy objectives by developing public service, employment and housing strategies, through a network of sustainable relationships. Participation from the local and regional stakeholders garners broad relationships, and through this network of relationships, resources are leveraged whenever possible with new and existing partnerships including federal, private and non-federal public sources.

City departments directly engage partner agencies and create program strategies that culminate with the Mayor's business planning process and annual budget that undergoes City Council input and deliberation. Additionally, the Consolidated Plan and its development is informed through the collection of performance data through sub-recipient relationships, which provide the necessary feedback for planning and budget-setting priorities. Nothing in the Consolidated Plan, however, shall be construed to restrict the City's responsibility and authority for the development of its application to the HUD and the execution of its Community Development Plan

**Citizen Participation Outreach**

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
1	Public Hearing	Non-targeted/broad community	Hearing on the 2017 Consolidated Annual Performance and Evaluation Report (CAPER).	No comments were received.	Not applicable.	
2	Public Hearing	Non-targeted/broad community	Public Hearing November 29, 2017 for the purpose of obtaining comment on the City of Minneapolis proposed 2018 City budget & tax levy, including the proposed 2018 Consolidated Plan Action Plan budget.	17 individuals spoke in support of restoring funding to senior services, 4 individuals spoke in support of increasing funding to economic development activities, and one individual spoke in support of increasing the amount provided to the Minneapolis Public Housing Authority's security measures.	Not Applicable.	



Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
3	Public Hearing	Non-targeted/broad community	Public Hearing December 6, 2017 held by the City Council on adoption of the 2018 Budget for the purpose of obtaining comment on the 2018 City Budget, including the proposed 2018 Consolidated Plan Action Plan budget.	No comments were received.	Not Applicable.	
4	Public Hearing	Non-targeted/broad community	Public Hearing May 2, 2018 will be held at the Minneapolis City Council Housing Policy & Development Committee to allow public verbal input pertaining to the 2017 Consolidated Plan Action Plan.	Not applicable at this time.	Not applicable at this time.	

**Table 4 – Citizen Participation Outreach**



## Expected Resources

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

#### Introduction

The 2015 Consolidated Plan Five Year Strategy discussed the following in terms of what expected resources are to be. Anticipated resources are based on assumptions about future federal funding levels. Annual funding levels are dependent upon the annual Congressional appropriation process and changes in the number of formula recipients. The City should also factor in potential changes to one or more of the formulas that be may realized over the next five years.

Based on previous five years funding and anticipated future direction, city staff anticipated the following annual changes to respective funds:

- CDBG annual 6% reduction
- HOME annual 3% reduction
- ESG annual 3% reduction
- HOPWA annual 1.2% increase

#### Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	10,243,144	1,216,653	0	11,459,797	15,407,607	annual 6% reduction for average annual amount of \$9,271,540

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
HOME	public - federal	Acquisition Homebuyer assistance Homeowner rehab Multifamily rental new construction Multifamily rental rehab New construction for ownership TBRA	2,066,717	00,000	0	2,766,717	3,170,537	annual 3% reduction for average annual amount of \$1,839,320
HOPWA	public - federal	Permanent housing in facilities Permanent housing placement Short term or transitional housing facilities STRMU Supportive services TBRA	1,202,248	0	0	1,202,248	22,590,031	annual 1.2% increase for average annual amount of \$1,081,702

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
ESG	public - federal	Conversion and rehab for transitional housing Financial Assistance Overnight shelter Rapid re-housing (rental assistance) Rental Assistance Services Transitional housing	922,657	0	0	922,657	1,662,898	annual 3% reduction for average annual amount of \$900,120

Table 5 - Expected Resources – Priority Table

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

The following describes how required Consolidated Plan formula matches will be obtained.

HOME: Matches to the program include, but are not limited to the following:

- Cash contributions (e.g. housing trust funds, foundation grants, and private donations)
- Proceeds from Housing Revenue Bonds with the automatic 4% Low Income Housing Tax Credit entitlement
- Cost of supportive services provided to the families residing in HOME-assisted units during the period of affordability.

Based on previous years' performance, HOME program income for 2018 is estimated to be \$100,000.

ESG: A one-for-one match is required for the ESG grant. It is obtained by eligible match contributions received and expended by sub recipients during the program year that applies to the ESG funding. Match will only be counted if it is used by the sub recipient to support eligible ESG

programming and activities.

Sources of match by sub recipients can be unrestricted federal, state, local or private sources; however, if any match is federal the laws governing a particular source of federal funds must not prohibit these funds from being used as match to ESG. Additionally, if the ESG funds are used to satisfy match requirements of another federal program, then funding from that program may not be used as match for ESG.

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

Minnesota State statute requires Hennepin County to dispose of tax-forfeited land through two approaches—sale to the City of Minneapolis or through an public auction process. The City typically acquires and treats those properties that are blighted (condemned and/or boarded and vacant) through either demolition or responsible rehabilitation.

**Discussion**

The amounts listed for projects listing were based on the estimated HUD budget approved by the Minneapolis City Council in December 2017. As of April 6, 2018 the City has not received word of its 2018 Consolidated Plan entitlement budget numbers and does not expect to until 60 days after passage of a final national HUD 2018 budget by Congress. Later in April/May 2018, HUD will inform the City of it's 2018 entitlement allocations. The entitlement budget is anticipated to increase for CDBG, HOME and HOPWA funding with a decrease to the ESG amount.

As the City's HUD program year starts June 1, 2018, prior to HUD's approval of this Plan, the City will incur pre-award costs in all of the covered entitlement grants. Consistent with project programming outlined in the 2018 Action Plan and the estimated budgets contained within, the City finds the need to incur these pre-award costs to allow and permit programs to operate without disturbance. These pre-award costs are within the estimated allocations and do not affect future program awards. The City will treat any increase or decrease in Consolidated Plan entitlement award amounts by applying a corresponding percentage cut/increase across programming within respective program allocation caps with the exception of amounts made available to two programs funded through interjurisdictional agreements. These two programs are the Youth Coordinating Board which is budgeted for \$64,803 in CDBG funds and the Juvenile Supervision Center which is budgeted for \$100,000 in CDBG funds.

## Annual Goals and Objectives

### AP-20 Annual Goals and Objectives



**Goals Summary Information**

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Estimated Funding	Goal Outcome Indicator
1	Sustainable, Affordable Housing	2015	2019	Affordable Housing Public Housing Non-Homeless Special Needs		Affordable Housing Special Needs: Homeless/HIV/AIDS Planning & Administration	CDBG: \$3,904,915 HOPWA: \$1,202,248 HOME: \$2,130,982 ESG: \$940,966	Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit: 70 Households Assisted Rental units constructed: 95 Household Housing Unit Rental units rehabilitated: 155 Household Housing Unit Homeowner Housing Added: 15 Household Housing Unit Homeowner Housing Rehabilitated: 30 Household Housing Unit Tenant-based rental assistance / Rapid Rehousing: 270 Households Assisted Homeless Person Overnight Shelter: 5500 Persons Assisted HIV/AIDS Housing Operations: 36 Household Housing Unit Other: 100 Other

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Estimated Funding	Goal Outcome Indicator
2	Community Economic Development	2015	2019	Non-Housing Community Development		Economic Development Public Services Planning & Administration	CDBG: \$1,650,429	Public service activities other than Low/Moderate Income Housing Benefit: 154 Persons Assisted Jobs created/retained: 394 Jobs Businesses assisted: 100 Businesses Assisted
3	Safe, Equitable, Livable Environment	2015	2019	Homeless Non-Homeless Special Needs Non-Housing Community Development Public Services		Public Services Special Needs: Homeless/HIV/AIDS Planning & Administration	CDBG: \$4,693,277	Public service activities other than Low/Moderate Income Housing Benefit: 229412 Persons Assisted Buildings Demolished: 20 Buildings

Table 6 – Goals Summary

### Goal Descriptions

1	<b>Goal Name</b>	Sustainable, Affordable Housing
	<b>Goal Description</b>	The City will work to maintain and increase the community's availability of decent, safe and sanitary affordable housing options for low- and moderate-income households in line with the city's goals of Living Well and One Minneapolis.
2	<b>Goal Name</b>	Community Economic Development
	<b>Goal Description</b>	The City will work to create economic growth opportunities accessible to low- and moderate-income residents and support workforce training options enabling residents to take advantage of those opportunities consistent with the city's goals of One Minneapolis and A Hub of Economic Activity and Innovation.

<b>3</b>	<b>Goal Name</b>	Safe, Equitable, Livable Environment
	<b>Goal Description</b>	The City will provide services and programming that support low income residents in realizing safe, equitable and livable communities promoting healthy lives consistent with the city's goals of Living Well, One Minneapolis, and Great Places.

## Projects

### AP-35 Projects – 91.220(d)

#### Introduction

Allocation of funds for 2018 are aligned with the high priority housing and community development needs identified in the needs assessment and housing market analysis. The budget received comment during the Minneapolis 2018 city budgeting process.

As the City's HUD program year starts June 1, 2018, prior to HUD's approval of the Plan, the City may need to incur pre-award costs in all of the covered entitlement grants. Consistent with programming outlined in the 2018 Action Plan and the estimated budgets contained within, the City finds the need to incur these pre-award costs to allow and permit programs to operate without disturbance. These pre-award costs will be within the estimated allocations and will not affect future program awards.

#### Projects

#	Project Name
1	Adult, Training, Placement and Retention
2	High Density Corridor Initiative
3	Multi-Family/Affordable Housing Trust Fund
4	NEDF/CEDF (Great Streets)
5	Vacant and Boarded Building Program
6	Lead Hazard Reduction
7	Youth Employment
8	Build Leaders
9	Community Crime Prevention Specialists (CPS)
10	Way to Grow
11	Juvenile Supervision Center
12	Domestic Abuse Project
13	Civil Rights/CDBG Compliance/Fair Housing
14	CPED Planning Department
15	Mid-Minnesota Legal Aid
16	Grant Administration- Health Department
17	Way To Grow Administration
18	Youth Violence Prevention
19	Finance Administration
20	Grants & Special Projects
21	Housing Discrimination Law Project
22	Youth Coordinating Board

#	Project Name
23	Access & Outreach
24	Problem Properties Strategy
25	HOME Program
26	Emergency Solutions Grants (ESG)
27	2018-2021 City of Minneapolis MNH18F001 (Mpls)
28	Home Ownership Support & Development

**Table 7 - Project Information**

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

The allocations for these projects were approved by the City Council after holding two public hearings on the 2018 city budget in December 2017. These allocations will be updated to reflect actual HUD 2018 Consolidated Plan entitlement allocations as described in AP-15 Expected Resources.

The primary obstacle to addressing underserved needs is the reduction in HUD funding levels made available for these types of programming needs. Over the past decade the City has seen a cut in its CDBG grant of one-third. These reductions have not permitted the City to continue to fund past priority needs. The quality of life for thousands of residents have been improved because of this federal program's investment in infrastructure, facilities and services that serve low income people, most of who are youth, elderly or disabled residents of Minneapolis. Further cuts would be detrimental and disproportionately impact those with the highest needs.

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

<b>1</b>	<b>Project Name</b>	Adult, Training, Placement and Retention
	<b>Target Area</b>	
	<b>Goals Supported</b>	Community Economic Development
	<b>Needs Addressed</b>	Economic Development
	<b>Funding</b>	CDBG: \$1,977,130
	<b>Description</b>	Employment services for adult low-income Minneapolis residents. Training provider agencies are located throughout the city. An updated list is available from Minneapolis Employment & Training by calling 673-5298 or by accessing our website. Project includes \$748,520 of program income.
	<b>Target Date</b>	5/31/2019
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	372 Adults will benefit from programming.
	<b>Location Description</b>	Citywide.
	<b>Planned Activities</b>	Community-based organizations are contracted to provide low-income residents career counseling, job placement and job retention services. CDBG funded employment services are provided by organizations that compete for performance based contracts through a request for proposal process. The agencies are paid a contracted fixed dollar amount for assisting their participants in achieving employment outcomes. The employment goals are given in the agency's contract with Minneapolis Employment & Training. Agencies are monitored yearly to ensure program requirements and standards are being met.
<b>2</b>	<b>Project Name</b>	High Density Corridor Initiative
	<b>Target Area</b>	Citywide/Commercial & Transit Corridors
	<b>Goals Supported</b>	Sustainable, Affordable Housing Community Economic Development Safe, Equitable, Livable Environment
	<b>Needs Addressed</b>	Affordable Housing Economic Development Special Needs: Homeless/HIV/AIDS
	<b>Funding</b>	CDBG: \$462,730

	<b>Description</b>	Acquisition of sites for site assembly supporting mixed-income rental and ownership multifamily housing development on community commercial and transit corridors as defined in Minneapolis Plan.
	<b>Target Date</b>	5/31/2019
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Unknown in terms of number of families that may benefit as the developments on acquired sites are not proposed yet. With these future development opportunities, at least 51% of the units will be affordable at <80%MMI, and at least 20% of the units will be affordable at <50% MMI.
	<b>Location Description</b>	Community commercial and transit corridors as defined in Minneapolis Plan.
	<b>Planned Activities</b>	Acquisition of sites for site assembly supporting mixed-income rental and ownership multifamily housing development on community commercial and transit corridors as defined in Minneapolis Plan. With these future development opportunities, at least 51% of the units will be affordable at <80%MMI, and at least 20% of the units will be affordable at <50% MMI.
<b>3</b>	<b>Project Name</b>	Multi-Family/Affordable Housing Trust Fund
	<b>Target Area</b>	
	<b>Goals Supported</b>	Sustainable, Affordable Housing Community Economic Development Safe, Equitable, Livable Environment
	<b>Needs Addressed</b>	Affordable Housing Special Needs: Homeless/HIV/AIDS Planning & Administration
	<b>Funding</b>	CDBG: \$3,202,122
	<b>Description</b>	Multifamily rental new construction and rehabilitation program.
	<b>Target Date</b>	5/31/2018
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	An estimated 155 units will be created/rehabbed to be occupied by households at or below 50% AMI. Some developments may serve special needs populations or have units set aside for homeless households to address Heading Home Hennepin goals.
	<b>Location Description</b>	Citywide.



	<b>Planned Activities</b>	Gap financing loans provided to development companies, non-profit developers, community housing development corporations, limited partnerships, and joint ventures. Deferred payment loans typically with 30 year terms at 1% interest with principal and accrued interest due at term's end. Substantial changes to program criteria are subject to 45-day neighborhood review. Annual RFP anticipated to be announced in June of every year. Awards made approximately November. Eligible housing is both family and single adult rental units (including homeless youth). At least 20% of the units must be affordable at or <50% MMI. Program income can be realized through this program. Activities set up under this funding project may be revolving loan programs.
4	<b>Project Name</b>	NEDF/CEDF (Great Streets)
	<b>Target Area</b>	Citywide/Designated Commercial Corridors.
	<b>Goals Supported</b>	Community Economic Development
	<b>Needs Addressed</b>	Economic Development
	<b>Funding</b>	CDBG: \$87,737
	<b>Description</b>	Applications from developers and businesses for real estate and equipment loans are accepted year-round by CPED; application form is available on the City's website. Funds are awarded using ranking/rating criteria by CPED to projects meeting CDBG guidelines. Program income can be realized through this program through revolving loans. Some redeveloped buildings are occupied by a single tenant and some have multiple tenants. Loans are made to developers and businesses. "Businesses" are the end users (occupants). Technical assistance contracts are awarded to qualified non-profit business consulting organizations, many of them designated CDFIs, through an annual competitive RFP process. Includes \$11 of program income.
	<b>Target Date</b>	5/31/2019
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	100 persons anticipated to be assisted.

	<b>Location Description</b>	Applications from developers and businesses for real estate and equipment loans are accepted year-round by CPED; application form is available on the City's website. Funds are awarded using ranking/rating criteria by CPED to projects meeting CDBG guidelines. Program income can be realized through this program through revolving loans. Some redeveloped buildings are occupied by a single tenant and some have multiple tenants. Loans are made to developers and businesses. "Businesses" are the end users (occupants). Technical assistance contracts are awarded to qualified non-profit business consulting organizations, many of them designated CDFIs, through an annual competitive RFP process.
	<b>Planned Activities</b>	Applications from developers and businesses for real estate and equipment loans are accepted year-round by CPED; application form is available on the City's website. Funds are awarded using ranking/rating criteria by CPED to projects meeting CDBG guidelines. Program income can be realized through this program through revolving loans. Some redeveloped buildings are occupied by a single tenant and some have multiple tenants. Loans are made to developers and businesses. "Businesses" are the end users (occupants). Technical assistance contracts are awarded to qualified non-profit business consulting organizations, many of them designated CDFIs, through an annual competitive RFP process.
5	<b>Project Name</b>	Vacant and Boarded Building Program
	<b>Target Area</b>	
	<b>Goals Supported</b>	Sustainable, Affordable Housing Safe, Equitable, Livable Environment
	<b>Needs Addressed</b>	Affordable Housing
	<b>Funding</b>	CDBG: \$1,440,353
	<b>Description</b>	Acquisition and disposition of vacant and substandard housing to eliminate blight. The parcels may later be packaged for redevelopment.
	<b>Target Date</b>	5/31/2019
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	No families will directly benefit from this activity as it is the removal of slum/blight influences.
	<b>Location Description</b>	Citywide

	<b>Planned Activities</b>	Acquisition and disposition of vacant and substandard housing to eliminate blight. In cases where structures are demolished the vacant lots are marketed for development for the fair reuse value. This program also supports the property management expenses with holding the property until disposition occurs. Program income can be realized through this program.
6	<b>Project Name</b>	Lead Hazard Reduction
	<b>Target Area</b>	
	<b>Goals Supported</b>	Sustainable, Affordable Housing Safe, Equitable, Livable Environment
	<b>Needs Addressed</b>	Affordable Housing
	<b>Funding</b>	CDBG: \$57,260
	<b>Description</b>	Support for lead hazard reduction activities of the City's Healthy Homes and Lead Hazard Control Program.
	<b>Target Date</b>	5/31/2019
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	70 low-income families are anticipated to benefit from this program.
	<b>Location Description</b>	Citywide.
	<b>Planned Activities</b>	Work will include performing risk assessments, lead education, lead safe work practices education, clearance tests, swab cleanings for lead hazards, developing work specs for income eligible families housed in units with children with identified elevated blood lead levels. Qualified homeowners may be supplied with paint and brushes to assist in compliance with lead hazard reduction orders. Assisted units are those referred to city by reports of families with children with elevated blood lead levels. Used as match funds towards a HUD Lead Hazard Control Grant for eligible activities.
7	<b>Project Name</b>	Youth Employment
	<b>Target Area</b>	
	<b>Goals Supported</b>	Community Economic Development
	<b>Needs Addressed</b>	Special Needs: Homeless/HIV/AIDS
	<b>Funding</b>	CDBG: \$234,093

	<b>Description</b>	Provision of summer employment training opportunities for income eligible city youth 14-21 years old.
	<b>Target Date</b>	5/31/2019
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	An estimated 108 low-income youth will benefit directly.
	<b>Location Description</b>	Citywide.
	<b>Planned Activities</b>	Services include Step-Up work experience, education, community service and leadership development. Community-based organizations and school program partners to operate the program.
<b>8</b>	<b>Project Name</b>	Build Leaders
	<b>Target Area</b>	
	<b>Goals Supported</b>	Community Economic Development
	<b>Needs Addressed</b>	Public Services
	<b>Funding</b>	CDBG: \$100,000
	<b>Description</b>	BUILD is a proven youth violence prevention model developed in Chicago in 1969, which focuses on violence prevention/intervention, youth development, and coalition building. In 2014 the City of Minneapolis Health Department adapted the curriculum for Minneapolis, developing the BUILD Leaders Program. It is an equity-focused, community-oriented intervention for disenfranchised 18-24 year old young adults. Participants receive paid training in facilitation, leadership, and job skills to deliver the BUILD youth violence prevention curriculum to youth 9-12 years old at various locations in group settings of 8-12.
	<b>Target Date</b>	5/31/2019
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	12 low-income young adults will benefit.
	<b>Location Description</b>	

	<b>Planned Activities</b>	BUILD is a proven youth violence prevention model developed in Chicago in 1969, which focuses on violence prevention/intervention, youth development, and coalition building. In 2014 the City of Minneapolis Health Department adapted the curriculum for Minneapolis, developing the BUILD Leaders Program. It is an equity-focused, community-oriented intervention for disenfranchised 18-24 year old young adults. Participants receive paid training in facilitation, leadership, and job skills to deliver the BUILD youth violence prevention curriculum to youth 9-12 years old at various locations in group settings of 8-12.
9	<b>Project Name</b>	Community Crime Prevention Specialists (CPS)
	<b>Target Area</b>	
	<b>Goals Supported</b>	Safe, Equitable, Livable Environment
	<b>Needs Addressed</b>	Public Services
	<b>Funding</b>	CDBG: \$827,400
	<b>Description</b>	Crime prevention public services delivered by the Minneapolis Police Department.
	<b>Target Date</b>	5/31/2019
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	There are approximately 227,472 persons in the covered majority low/moderate income census tracts.
	<b>Location Description</b>	Services are delivered in areas of the city that are at least 51% majority low- and moderate-income residents.

	<b>Planned Activities</b>	<p>With CDBG emphasis on targeted neighborhoods that are at least 51% low- and moderate-income due to their inverse violent victimization rates based on household income Crime Prevention Specialists work with low- and moderate-income residents, neighborhood organizations and businesses to</p> <ul style="list-style-type: none"> <li>• Recruit and train block club leaders to get block clubs started</li> <li>• Maintain block clubs</li> <li>• Present safety and neighborhood livability information to the public through multiple venues</li> <li>• Publish and distribute crime alerts</li> <li>• Promote National Night Out</li> <li>• Resolve complaints about problem properties</li> <li>• Respond to crime trends</li> <li>• Act as a liaison between the police and the community</li> </ul>
<b>10</b>	<b>Project Name</b>	Way to Grow
	<b>Target Area</b>	
	<b>Goals Supported</b>	Safe, Equitable, Livable Environment
	<b>Needs Addressed</b>	Public Services
	<b>Funding</b>	CDBG: \$206,600
	<b>Description</b>	Community-based collaboration designed to promote family-friendly communities and the school readiness of its children. Informal and formal support systems for parents are provided to meet child's growth and development needs through age six.
	<b>Target Date</b>	5/31/2019
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	650 households will receive direct benefits on a low/mod income area basis.
	<b>Location Description</b>	Program office at 125 W. Broadway, Minneapolis, MN 55411, with services delivered both north and south Minneapolis (targeted to Near North and Phillips neighborhoods).

	<b>Planned Activities</b>	Programming is open to all, but targets the Near North and Philips neighborhoods. CDBG support is provided to program sites serving low income areas.
<b>11</b>	<b>Project Name</b>	Juvenile Supervision Center
	<b>Target Area</b>	
	<b>Goals Supported</b>	Safe, Equitable, Livable Environment
	<b>Needs Addressed</b>	Public Services
	<b>Funding</b>	CDBG: \$100,000
	<b>Description</b>	Juvenile Supervision Center (JSC); funds go to Hennepin County as part of a Joint Powers Agreement between City of Minneapolis, Hennepin County, and Minneapolis Public Schools; all JSC Joint Powers Funds are used for staffing and services provided by The Link for curfew and truancy activities as part of broader JSC operations.
	<b>Target Date</b>	5/31/2019
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	The majority of the 900 youth that benefit from these services are from census tracts that are at least 51% low-and moderate-income.
	<b>Location Description</b>	JSC is located in Minneapolis City Hall Room room 21A, 350 S. 5th Street, Minneapolis, MN 55415.

	<b>Planned Activities</b>	The JSC provides short-term supervision and services for youth under the age of 18 who encounter law enforcement professionals for low level offenses (e.g. assault, theft, disorderly conduct, etc.), truancy, or curfew violation. The JSC assures that youth are safe until they can be returned to a safe and appropriate environment (i.e. school, home, or shelter if appropriate). While at the JSC, JSC staff conduct a risk and needs screening with youth and offer resources and additional services when applicable. Some youth who visit the JSC and who demonstrate increased needs are engaged in short-term case stabilization or long-term case management. JSC staff identify youth that are currently receiving County services and document communication with Case Manager, Probation Officer, etc. regarding possible follow up. JSC services are provided by The Link, a community-based service provider. The JSC is operated through a Joint Powers agreement between the City of Minneapolis, Hennepin County, and Minneapolis Public Schools. While each Joint Powers entity shares financial and oversight responsibility, Hennepin County serves as the fiscal agent and holds the service contract with The Link. Therefore, City of Minneapolis CDBG funds are contracted to Hennepin County to be incorporated as part of Hennepin County's Joint Powers contract with The Link for operation of the JSC.
<b>12</b>	<b>Project Name</b>	Domestic Abuse Project
	<b>Target Area</b>	
	<b>Goals Supported</b>	Safe, Equitable, Livable Environment
	<b>Needs Addressed</b>	Public Services
	<b>Funding</b>	CDBG: \$69,200
	<b>Description</b>	Domestic Abuse Project provides advocacy services for victims of domestic violence.
	<b>Target Date</b>	5/31/2019
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	An estimated 120 persons will receive this presumed beneficiary benefit.
	<b>Location Description</b>	204 W Franklin Ave Minneapolis, MN.



	<b>Planned Activities</b>	The Domestic Abuse Project works to ensure that each victim has information about how to protect him/herself and their children including developing a safety plan and information about her/his rights and options within the legal system, promoting self-sufficiency and reducing isolation by assisting with meeting victim's basic life needs, and referral for other community services through a city-wide case management system.
<b>13</b>	<b>Project Name</b>	Civil Rights/CDBG Compliance/Fair Housing
	<b>Target Area</b>	
	<b>Goals Supported</b>	Sustainable, Affordable Housing Community Economic Development Safe, Equitable, Livable Environment
	<b>Needs Addressed</b>	Economic Development Planning & Administration
	<b>Funding</b>	CDBG: \$321,644
	<b>Description</b>	Administration of city's contract compliance functions, enforcement of city's civil rights ordinance, fair housing education and enforcement, federal labor standards, Davis-Bacon Act and Section 3 wage monitoring and outreach.
	<b>Target Date</b>	5/31/2019
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Administration activity.
	<b>Location Description</b>	350 South Fifth Street.
	<b>Planned Activities</b>	Administration of city's contract compliance functions, enforcement of city's civil rights ordinance, fair housing education and enforcement, federal labor standards, Davis-Bacon Act and Section 3 wage monitoring and outreach.
<b>14</b>	<b>Project Name</b>	CPED Planning Department
	<b>Target Area</b>	
	<b>Goals Supported</b>	Sustainable, Affordable Housing Community Economic Development Safe, Equitable, Livable Environment
	<b>Needs Addressed</b>	Planning & Administration

	<b>Funding</b>	CDBG: \$1,205,842
	<b>Description</b>	Administration of comprehensive planning activities Consolidated Plan strategies. Includes \$348,811 of program income.
	<b>Target Date</b>	5/31/2019
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Administration activity.
	<b>Location Description</b>	250 S. 4th. Street, Room 300
	<b>Planned Activities</b>	Administration of comprehensive planning activities Consolidated Plan strategies.
<b>15</b>	<b>Project Name</b>	Mid-Minnesota Legal Aid
	<b>Target Area</b>	
	<b>Goals Supported</b>	Sustainable, Affordable Housing Safe, Equitable, Livable Environment
	<b>Needs Addressed</b>	Affordable Housing Special Needs: Homeless/HIV/AIDS
	<b>Funding</b>	CDBG: \$23,650
	<b>Description</b>	Contracted administrative function to provide advice and representation with special emphasis on housing and shelter-related issues to income eligible persons and groups in low and moderate income neighborhoods.
	<b>Target Date</b>	5/31/2019
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Administrative fair housing activity.
	<b>Location Description</b>	430 First Avenue North, Suite 300 Minneapolis
	<b>Planned Activities</b>	Assistance assures compliance of housing with city housing ordinances and codes. Emphasis on issues that will protect, promote, and provide fair housing opportunities for public assistance recipients.
<b>16</b>	<b>Project Name</b>	Grant Administration- Health Department
	<b>Target Area</b>	

	<b>Goals Supported</b>	Safe, Equitable, Livable Environment
	<b>Needs Addressed</b>	Planning & Administration
	<b>Funding</b>	CDBG: \$59,520
	<b>Description</b>	Grant development and program management for CDBG public service programs.
	<b>Target Date</b>	5/31/2019
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Administrative activity.
	<b>Location Description</b>	250 S. 4th. Street, Room 510
	<b>Planned Activities</b>	Grant development and program management for CDBG public service programs.
<b>17</b>	<b>Project Name</b>	Way To Grow Administration
	<b>Target Area</b>	
	<b>Goals Supported</b>	Safe, Equitable, Livable Environment
	<b>Needs Addressed</b>	Planning & Administration
	<b>Funding</b>	CDBG: \$14,388
	<b>Description</b>	General administration of the Way to Grow program.
	<b>Target Date</b>	5/31/2019
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Administrative activity.
	<b>Location Description</b>	250 S. 4th. Street, Room 510
	<b>Planned Activities</b>	General administration for Way to Grow program.
<b>18</b>	<b>Project Name</b>	Youth Violence Prevention
	<b>Target Area</b>	
	<b>Goals Supported</b>	Safe, Equitable, Livable Environment
	<b>Needs Addressed</b>	Planning & Administration

	<b>Funding</b>	CDBG: \$151,756
	<b>Description</b>	The Health Department leads and coordinates citywide efforts to implement the Youth Violence Blueprint for Action through policy, planning, community support, and programming.
	<b>Target Date</b>	5/31/2019
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Administrative activity.
	<b>Location Description</b>	250 S. 4th. Street, Room 510
	<b>Planned Activities</b>	Activities include: planning and service coordination with jurisdictional partners, technical assistance to community-based agencies, oversight of the Juvenile Supervision Center for curfew, truancy, and low-level offenders, and individualized case management and mentoring for youth at risk of involvement with violence.
19	<b>Project Name</b>	Finance Administration
	<b>Target Area</b>	
	<b>Goals Supported</b>	Sustainable, Affordable Housing Community Economic Development Safe, Equitable, Livable Environment
	<b>Needs Addressed</b>	Planning & Administration
	<b>Funding</b>	CDBG: \$161,181
	<b>Description</b>	Financial administration and accountability for Consolidated Plan programs.
	<b>Target Date</b>	5/31/2019
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Administrative activity.
	<b>Location Description</b>	350 South Fifth Street

	<b>Planned Activities</b>	Financial administration and accountability for Consolidated Plan programs.
<b>20</b>	<b>Project Name</b>	Grants & Special Projects
	<b>Target Area</b>	
	<b>Goals Supported</b>	Sustainable, Affordable Housing Community Economic Development Safe, Equitable, Livable Environment
	<b>Needs Addressed</b>	Special Needs: Homeless/HIV/AIDS Planning & Administration
	<b>Funding</b>	CDBG: \$167,818
	<b>Description</b>	Resource development and management for Consolidated Plan strategies; Part 58 environmental review process; overall city management of Consolidated Plan.
	<b>Target Date</b>	5/31/2019
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Administrative activity.
	<b>Location Description</b>	350 South Fifth Street
	<b>Planned Activities</b>	Resource development and management for Consolidated Plan strategies; Part 58 environmental review process; overall city management of Consolidated Plan. City staffing on HIV Housing Coalition, Fair Housing Implementation Council, Heading Home Hennepin Coordinated Assessment Leadership Committee.
<b>21</b>	<b>Project Name</b>	Housing Discrimination Law Project
	<b>Target Area</b>	
	<b>Goals Supported</b>	Sustainable, Affordable Housing Safe, Equitable, Livable Environment
	<b>Needs Addressed</b>	Affordable Housing Special Needs: Homeless/HIV/AIDS Planning & Administration
	<b>Funding</b>	CDBG: \$38,432

	<b>Description</b>	City contracted administration project serving low-income clients with investigation of housing discrimination claims, negotiation, advice and referrals and representation in court and administrative actions.
	<b>Target Date</b>	5/31/2019
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Administrative fair housing activity.
	<b>Location Description</b>	430 First Avenue North, Suite 300 Minneapolis
	<b>Planned Activities</b>	Services will include complaint intake, investigation, advocacy and litigation.
<b>22</b>	<b>Project Name</b>	Youth Coordinating Board
	<b>Target Area</b>	
	<b>Goals Supported</b>	Safe, Equitable, Livable Environment
	<b>Needs Addressed</b>	Planning & Administration
	<b>Funding</b>	CDBG: \$64,803
	<b>Description</b>	Advocate, catalyst and developer of comprehensive services and systems benefiting children, youth and families.
	<b>Target Date</b>	5/31/2019
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Administrative activity.
	<b>Location Description</b>	330 2nd Avenue South, Suite 540 Minneapolis
	<b>Planned Activities</b>	Dedicated to promoting the healthy, comprehensive development of Minneapolis children and youth ages 0-20 through collaborative action and policy alignment.
<b>23</b>	<b>Project Name</b>	Access & Outreach
	<b>Target Area</b>	
	<b>Goals Supported</b>	Sustainable, Affordable Housing Community Economic Development Safe, Equitable, Livable Environment

	<b>Needs Addressed</b>	Planning & Administration
	<b>Funding</b>	CDBG: \$97,951
	<b>Description</b>	The Access and Outreach Team provides support for a broad range of engagement activities to cultural communities and under engaged groups in the City enterprise. It also manages various state and federally mandated programs that create equity in accessibility.
	<b>Target Date</b>	5/31/2019
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Administrative activity.
	<b>Location Description</b>	105 Fifth Avenue South, Suite 425 Minneapolis
	<b>Planned Activities</b>	Access and outreach provides the logistical and office support for cultural engagement services and federally mandated programming. This includes the following services: <ul style="list-style-type: none"> <li>• Americans with Disabilities Act (ADA) compliance,</li> <li>• Continuation of Limited English Proficiency planning, interpretation and translation services,</li> <li>• Administration of the One Minneapolis Fund, the Hello Neighbor program among other activities.</li> <li>• Core infrastructure support to eliminating barriers to participation in neighborhood organizations, boards and commissions, and City programming.</li> </ul>
24	<b>Project Name</b>	Problem Properties Strategy
	<b>Target Area</b>	
	<b>Goals Supported</b>	Sustainable, Affordable Housing Safe, Equitable, Livable Environment
	<b>Needs Addressed</b>	Planning & Administration
	<b>Funding</b>	CDBG: \$84,550
	<b>Description</b>	The Problem Properties Unit is housed in the Housing Inspections Services division of Regulatory Services and is charged with identifying the City's worst properties and developing an action plan to resolve their issues. PPU includes staff from various City departments that work together to reduce the number and severity of problem properties in Minneapolis.
	<b>Target Date</b>	5/31/2019

	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Administrative activity.
	<b>Location Description</b>	250 S. 4th. Street, Room 400
	<b>Planned Activities</b>	The Problem Properties Unit identifies the city's worst properties in terms of meeting housing code standards and develops effective solutions to reduce or eliminate problems and establish long-lasting goals of quality housing. Solutions include mitigation steps up to securing buildings with boards, winterizing condemned properties, entering into restoration agreements to rehab vacant properties, or demolishing buildings under the provisions of Chapter 249 on the city's code of ordinances.
25	<b>Project Name</b>	HOME Program
	<b>Target Area</b>	
	<b>Goals Supported</b>	Sustainable, Affordable Housing
	<b>Needs Addressed</b>	Affordable Housing
	<b>Funding</b>	HOME: \$2,030,982
	<b>Description</b>	Administration of HOME program and funding for multifamily rental development and single family homeownership.
	<b>Target Date</b>	5/31/2023
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	110 low- and moderate-income households assisted with homeownership and affordable rental opportunities.
	<b>Location Description</b>	Citywide



	<b>Planned Activities</b>	Administration of HOME program and funding for multifamily rental development and single family homeownership. Funding will support the following; Homeownership Works, Affordable Housing Trust Fund, up to 10% for Administration (\$203,098). Overall, a minimum of 15% of the grant (\$304,647) will be used to support CHDO-sponsored activities. The HOME funds will be used as development gap on new and rehabilitated ownership and rental projects and affordability gap assistance on ownership projects. Further details on delivery of HOME funds for multifamily rental development and single family homeownership is contained in the Appendix.
26	<b>Project Name</b>	Emergency Solutions Grants (ESG)
	<b>Target Area</b>	
	<b>Goals Supported</b>	Safe, Equitable, Livable Environment
	<b>Needs Addressed</b>	Affordable Housing Public Services Special Needs: Homeless/HIV/AIDS
	<b>Funding</b>	ESG: \$940,966
	<b>Description</b>	Shelter Rehabilitation/Renovation, Street Outreach, Rapid Rehousing and Homelessness Prevention services.
	<b>Target Date</b>	5/31/2020
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	An estimated 150 persons may be served with rapid rehousing/homelessness prevention services and 100 persons with street outreach services and 5,500 persons with emergency shelter.
	<b>Location Description</b>	Citywide.
	<b>Planned Activities</b>	Rehabilitation of emergency housing shelters serving homeless families and persons. Projects are selected through an annual request for proposal process (RFP). Awards will be made by end of year. Funding is also provided to St. Stephen's Human Services for street outreach programming. ESG Rapid Re-Housing, Homelessness Prevention funds: Minneapolis will renew ESG funding for eligible rapid re-housing and homelessness prevention programming to community providers. ESG Administration and HMIS: Funding of 7.5% of grant will be reserved for ESG administration and a potential amount no more than 2% of the grant may be used for HMIS administration costs.

27	<b>Project Name</b>	2018-2021 City of Minneapolis MNH18F001 (Mpls)
	<b>Target Area</b>	
	<b>Goals Supported</b>	Sustainable, Affordable Housing
	<b>Needs Addressed</b>	Affordable Housing Special Needs: Homeless/HIV/AIDS Planning & Administration
	<b>Funding</b>	HOPWA: \$1,243,000
	<b>Description</b>	HOPWA programming to assist those living with HIV/AIDS at risk of homelessness, living across the 13-county Eligible Metropolitan Statistical area, achieve and maintain housing stability and improve health care access. The City is allowed 3% of program year HOPWA funding to administer the program, and Subrecipients are allowed 7% of their respective funding amount to administer their programs.
	<b>Target Date</b>	5/31/2021
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	To be determined by service provider responses to the HOPWA Request for Proposals that will be released when the City is notified of it's allocation amount from HUD. \$28,074 of 2018 HOPWA funds are dedicated to the City's contract with Clare Housing for a Support Services Manager at Marshall Flats.
	<b>Location Description</b>	350 South Fifth Street
	<b>Planned Activities</b>	The City will release a Request for Proposals for eligible use of HOPWA funds shortly after the City is notified of it's allocation from HUD.
28	<b>Project Name</b>	Home Ownership Support & Development
	<b>Target Area</b>	
	<b>Goals Supported</b>	Sustainable, Affordable Housing
	<b>Needs Addressed</b>	Affordable Housing
	<b>Funding</b>	CDBG: \$1,448,276
	<b>Description</b>	Program for owner-occupied home repair and code abatement work. Funds provided to eligible homeowners as an interest free deferred loan of up to \$25,000 which is repaid when the homeowner no longer occupies or owns the home. Includes \$1,267,473 of program income.
	<b>Target Date</b>	5/31/2019

	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Dependent on eligible applicants to the program. The average homeowner benefiting from similar programs in the past have had a household income of just over \$30,000 and been of 55 years of age. Approximately 45% of the households were from communities of color.
	<b>Location Description</b>	Citywide.
	<b>Planned Activities</b>	Home repair and code abatement work for low-mod income residents.

## **AP-50 Geographic Distribution – 91.220(f)**

### **Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed**

CDBG will be directed on an area basis to census tracts in the city where, based on the American Census Survey, the majority of residents are of low- and moderate-income.

The City will continue to work with the MPHA for opportunities to develop its public housing programs throughout the City. The City will work with MPHA to site new units in areas of the City with low numbers of assisted units in order to assist in meeting deconcentration of publicly assisted housing in the city.

ESG funds will be expended for eligible activities within the City and Hennepin County for projects benefiting Minneapolis residents.

HOPWA will fund programs serving site-based initiatives and providing tenant rental assistance throughout the metropolitan area.

HOME rehabilitation funds are spent throughout the City for income-eligible units.

The City's Affordable Housing Trust Fund multifamily rental housing program composed partially of CDBG and HOME funds, awards priority points for new housing construction in non-poverty-impacted areas of Minneapolis. If a new construction multifamily rental project receives HOME funds out this program, that project is sited in an area that is non-impacted by race or poverty. New affordable housing will be targeted for designated growth areas and commercial and transit corridors that can benefit from and support increased housing density.

### **Geographic Distribution**

<b>Target Area</b>	<b>Percentage of Funds</b>

**Table 8 - Geographic Distribution**

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

The City will locate its funding priorities in line with approved city policies and priorities with respect to CDBG, ESG and HOME. The City has an interest in the comprehensive redevelopment and stabilization of its neighborhoods where a majority of residents are  $\leq 80\%$  of median income. New affordable housing will be targeted for designated growth areas and commercial and transit corridors that can benefit from and support increased housing density.

CDBG funds will be provided predominately to areas of the city where at least 51% of the residents are low- and moderate-income. ESG funds will be expended for eligible activities within the City and

Hennepin County for projects benefiting Minneapolis residents. HOPWA will fund programs serving site-based initiatives and providing tenant rental assistance throughout the metropolitan area. Funding priorities are determined with the Minnesota HIV/AIDS Housing Coalition.

HOME funds are spent throughout the City for income-eligible units. The City will site multifamily new construction rental projects assisted with HOME funds in geographic areas of the City that are not minority concentrated by City definition. Multifamily rental rehabilitation with HOME funds can be citywide. The rehabilitation of single family or duplex units or new construction of single family projects sold for homeownership purposes are limited to Targeted Communities as described in the Appendix.

## **Discussion**

## Affordable Housing

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

#### Introduction

This section sets forth Minneapolis' approach to meeting its Consolidated Plan goals of Sustainable, Affordable Housing and Safe, Equitable, Livable Environment in program year 2018. Full discussion of strategies supporting this action plan are found in the 2015 Five Year Consolidated Plan at [http://www.minneapolismn.gov/grants/grants\\_consolidated-plan](http://www.minneapolismn.gov/grants/grants_consolidated-plan)

One Year Goals for the Number of Households to be Supported	
Homeless	275
Non-Homeless	0
Special-Needs	153
Total	428

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

One Year Goals for the Number of Households Supported Through	
Rental Assistance	353
The Production of New Units	95
Rehab of Existing Units	155
Acquisition of Existing Units	20
Total	623

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

## Discussion

The City will pursue the following strategies over the next year to assist rental housing.

- Preserve and improve the physical condition of existing subsidized housing, both publicly and privately owned.
- Support development of new three or more bedroom rental units for large families.
- A minimum of 20% of all HUD-assisted rental projects of 10+ units be affordable at 50%MFI.
- A minimum of 20% of all local-assisted, non-HUD-assisted rental projects of 10+ units will be affordable at 60% MFI.
- Create additional housing units with appropriate supportive services as an alternative to extended shelter use.
- Identify opportunities for placing new housing on transportation corridors to take advantage of transit opportunities and job markets.
- Encourage development of mixed-income housing serving a broad and continuous range of incomes.
- Emphasize new affordable housing development outside areas of concentrated poverty.
- Use the affordable housing trust fund to provide a sustained financial commitment toward the housing needs of those at the low-income level.
- Link housing programs to supportive service programs, income assistance programs and public housing initiatives to facilitate affordability.

Over the next year the City will provide financing and administer programs for the development and preservation of affordable ownership housing through:

- Preserve and improve the physical condition of existing ownership housing through home improvement offerings.
- Support in-fill development of new houses for large families through a combination of construction gap financing and affordability loans.
- A minimum of 20% of all HUD-assisted ownership projects of 10+ units be affordable at 50% AMI.
- Identify opportunities for placing new housing on transportation corridors to take advantage of transit opportunities and job markets.
- Promote and support first-time homeownership opportunities and outreach for traditionally underserved populations.
- Streamline City development review, permitting, and licensing for easier property development.
- Develop and foster close dialog with community participants about appropriate locations and design standards for new housing and growth.

- Promote the development of housing suitable for people and households in all life stages, adaptable to accommodate changing housing needs over time.
- Promote accessible housing designs to support persons with disabilities.

In the area of housing quality, the City will continue to work through its Regulatory Services and CPED departments to ensure that the City's market and affordable housing supply is safe in compliance with the housing code. The City's Problem Properties Unit (PPU) is a cross-departmental group that works with housing properties that consume many City resources in the areas of inspections and public safety. PPU responds to and develops strategies to monitor and resolve, or eliminate issues associated with nuisance and boarded and vacant properties. Solutions can include up to securing buildings with boards, entering into restoration agreements to ensure timely rehab of properties, or demolish buildings under the provisions of Chapter 249 of the City's code of ordinances. These activities will be pursued with recognition of the potential of displacement of protected class residents and the need to mitigate any displacement through appropriate actions.

Homelessness strategies are detailed in the following AP-65 pages.



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

### **Introduction**

The City recognizes the important role that public housing plays in the provision of affordable housing. In the past, the City has provided CDBG assistance to the MPHA to support their housing rehabilitation program as well as supporting their resident initiatives. Due to reduced CDBG funding levels, these activities are no longer budgeted. However, Minneapolis and MPHA continue to work with each other in the development of housing policies and strategies to implement a range of housing options in support of mutual goals of providing housing choice and opportunity to residents.

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

The City will continue to seek partnerships with MPHA in joint housing developments that need project-based housing vouchers to finance low-income units. A recent example of similar work is the City granting Exclusive Development Rights for the Minneapolis Public Housing Authority (MPHA) development of the Minnehaha Townhomes, where MPHA will construct sixteen Townhome units with assistance of city entitlement funds. All of the subject parcels included in the development site were purchased and assembled under the CDBG funded Higher Density Corridor Housing Program.

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

As noted above, prior to recent CDBG funding level reductions, the City did fund public housing resident participation initiatives. The City will work to support these efforts as it can through other means such as staff support.

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

The Minneapolis Public Housing Authority is not a troubled agency and is classified as a Moving to Work agency by HUD.

### **Discussion**

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

### **Introduction**

The following section outlines the City's strategies to addressing homeless and other special needs. Further details can also be found in the Strategic Plan and Market Analysis sections of the 2015 Consolidated Plan found at [http://www.minneapolismn.gov/grants/grants\\_consolidated-plan](http://www.minneapolismn.gov/grants/grants_consolidated-plan)

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

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

The City will fund the St. Stephen's Outreach Team with ESG. Street outreach services serve individuals meeting Category 1 and 4 definitions of homelessness with high barriers according to a VI-SPDAT assessment. Outreach services consist of engagement, case management, emergency and mental health services, transportation and unique services that work to connect users to housing opportunities and support services for which they are eligible.

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

The City will continue its longstanding commitment to addressing the capital rehabilitation/renovation needs of the Continuum's emergency shelters. The City budgets the greater of its Hold Harmless amount (\$558,377) or 60 percent of the grant annually to shelter rehabilitation and street outreach activities. The City will issue an RFP for rehabilitation/renovation projects and anticipates assisting 1-2 shelters.

Projects must be located in the City or Hennepin County serving Minneapolis families and individuals. ESG funds may also be used for furniture, security systems and/or equipment in a new construction, positive conversion or renovation/rehabilitation project consistent with compliance with Minneapolis Consolidated Plan and applicable HUD regulations. The City does not fund any other operating costs as defined under §576.102(3).

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

The City prioritizes funding rapid re-housing over homeless prevention. Rapid re-housing serves Minneapolis residents -- homeless families and single adults without children who reside in a Hennepin

County sited homeless shelter (previous permanent address was within Minneapolis) as well as unaccompanied youth who are verifiably homeless according to the HUD definition found at 24 CFR §576.2. City of Minneapolis ESG funding for rapid re-housing is delivered through service providers selected under Hennepin County's request for proposals process that is combined with other family homelessness assistance funds to maximize coordination and results.

Homelessness prevention must be last resort funds to keep a person/household at risk of homelessness in housing. Similar target populations noted under rapid re-housing are also served under homelessness prevention. A person/household at risk of homelessness is defined at 24 CFR §576.2. For purposes of this definition's paragraph (g), someone who lives in housing that has characteristics associated with instability and an increased risk of homelessness is defined as follows: a renter household with income at/or below 30% of median income adjusted for family size whose housing costs exceed 50% of their income and upon provider assessment is shown to be at imminent risk of losing existing housing. Rapid Re-housing and homelessness prevention funds can be for short-term or medium-term rental assistance for no longer than to obtain permanent housing. The rental assistance can be tied to the recipient or consist of project-based assistance that can "float" within a development serving eligible recipients. Housing relocation and stabilization services can also be provided consisting of financial assistance or services. Financial assistance is rental application fees, security deposits, last months rent, utility deposits, utility payments and moving costs. Financial services can include housing search and placement, housing stability case management, landlord-tenant mediation, legal services, and credit repair.

The City is an active participant in supporting the capital housing strategies of the Heading Home Hennepin Plan for homelessness. This work includes providing capital funds to the creation of additional housing units to the supportive housing inventory or the creation of additional affordable housing units at the very low-income level.

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

Minneapolis does have populations of people that are not homeless, but are in need of supportive services to allow them to remain in their current housing situations, or retain a sustainable living environment. While Hennepin County is the primary provider of most non-housing social services, the City does provide for some of these needs through use of its CDBG funds devoted to public services, workforce development and early childhood programming. As well, the City works to assist low-income individuals and families avoid becoming homeless through the homelessness prevention delivery of

services described above.

## **Discussion**

**AP-70 HOPWA Goals– 91.220 (I)(3)**

<b>One year goals for the number of households to be provided housing through the use of HOPWA for:</b>	
Short-term rent, mortgage, and utility assistance to prevent homelessness of the individual or family	0
Tenant-based rental assistance	153
Units provided in permanent housing facilities developed, leased, or operated with HOPWA funds	0
Units provided in transitional short-term housing facilities developed, leased, or operated with HOPWA funds	0
Total	153

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

### **Introduction:**

Minneapolis is sensitive to the effects that public policies have on the cost of housing, or serve to dissuade development, maintenance or improvement of affordable housing. Although some of the barriers to the cost of producing affordable housing are beyond the control of local government, it is hoped that city policies do not create more barriers. The city works to establish positive marketing strategies and program criteria increasing housing choices for households with limited incomes, to provide geographical choice in assisted housing units, and to improve the physical quality of existing affordable housing units. It has adopted and implemented policies to provide lifecycle housing throughout the City, providing all residents with safe, quality and affordable housing, as a priority, in cooperation with public and private partners.

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

As described in SP-55 in the 2015 Consolidated Plan, the City continually pursues a variety of policy work aimed at reducing barriers to affordable housing. As an example, with recent budgets, the City increased its funding commitment to the Affordable Housing Trust Fund. Several zoning changes have been completed over the past year and increased policy attention and work continues on that front. Additionally, on March 24, 2017, the Minneapolis City Council voted unanimously in favor of amending the Minneapolis Civil Rights Ordinance to prohibit discrimination against Housing Choice Vouchers (also known as “Section 8”) as a form of income for tenants seeking housing in the city. The change will take effect on May 1, 2018. The City will continue to work with its governmental and non-governmental partners to increase affordable housing funding and regulatory and policy approaches that promise to increase the availability of affordable housing.

### **Discussion:**

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

### **Introduction:**

Most of the actions that follow in this section are discussed more fully in previous sections of the plan. Please refer to those sections as appropriate.

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

In order to address obstacles to meeting underserved needs, the City will continue to commit its full Consolidated Plan resources to addressing priority needs identified in its goals of 1) Sustainable Affordable Housing; 2) Community Economic Development; and 3) Safe, Equitable, Livable Environment. The City will also seek additional funding for both its entitlement resources and complementary funding efforts.

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

The City will pursue the following strategies over the next year to assist rental housing.

- Preserve and improve the physical condition of existing subsidized housing, both publicly and privately owned.
- Support development of new three or more bedroom rental units for large families.
- A minimum of 20% of all HUD-assisted rental projects of 10+ units be affordable at 50%MFI.
- A minimum of 20% of all local-assisted, non-HUD-assisted rental projects of 10+ units will be affordable at 60% MFI.
- Create additional housing units with appropriate supportive services as an alternative to extended shelter use.
- Identify opportunities for placing new housing on transportation corridors to take advantage of transit opportunities and job markets.
- Encourage development of mixed-income housing serving a broad and continuous range of incomes.
- Emphasize new affordable housing development outside areas of concentrated poverty.
- Use the affordable housing trust fund to provide a sustained financial commitment toward the housing needs of those at the low-income level.
- Link housing programs to supportive service programs, income assistance programs and public housing initiatives to facilitate affordability.

Over the next year the City will provide financing and administer programs for the development and preservation of affordable ownership housing through:

- Preserve and improve the physical condition of existing ownership housing through home improvement offerings.
- Support in-fill development of new houses for large families through a combination of construction gap financing and affordability loans.
- A minimum of 20% of all HUD-assisted ownership projects of 10+ units be affordable at 50%

AMI.

- Identify opportunities for placing new housing on transportation corridors to take advantage of transit opportunities and job markets.
- Promote and support first-time homeownership opportunities and outreach for traditionally underserved populations.
- Streamline City development review, permitting, and licensing for easier property development.
- Develop and foster close dialog with community participants about appropriate locations and design standards for new housing and growth.
- Promote the development of housing suitable for people and households in all life stages, adaptable to accommodate changing housing needs over time.
- Promote accessible housing designs to support persons with disabilities.

In the area of housing quality, the City will continue to work through its Regulatory Services and CPED departments to ensure that the City's market and affordable housing supply is safe in compliance with the housing code. The City's Problem Properties Unit (PPU) is a cross-departmental group that works with housing properties that consume many City resources in the areas of inspections and public safety. PPU responds to and develops strategies to monitor and resolve, or eliminate issues associated with nuisance and boarded and vacant properties. Solutions can include up to securing buildings with boards, entering into restoration agreements to ensure timely rehab of properties, or demolish buildings under the provisions of Chapter 249 of the City's code of ordinances. These activities will be pursued with recognition of the potential of displacement of protected class residents and the need to mitigate any displacement through appropriate actions.

Homelessness strategies are detailed in the following AP-65 pages.

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

The City works with county and community partners to address lead-based paint problems to preserve existing housing. The City is committed to working with local partners to achieve lead-based paint hazard mitigation goals, to achieve a sustainable balance in the quality of affordable housing, and to provide economic opportunities.

The goal of the City of Minneapolis is to end lead poisoning within the City of Minneapolis through continued lead hazard reduction and education activities using available city, CDBG, HUD and other funding. The City will continue to undertake the following strategies to treat lead-based paint hazards in City housing stock.

- Risk assessments, lead education, lead safe work practices education, clearance tests, swab cleanings for lead hazards, developing work specs for income eligible families housed in units with children with identified elevated blood lead levels.
- Identification and removal of lead hazards from units occupied by children with elevated blood lead levels, including offering a free lead dust cleaning to reduce lead hazards.



- Implement a mandatory inspection trigger of a blood lead level of  $\geq 5$  micrograms per deciliter of blood as permitted by state law.

The City implements policies that support primary prevention without reduction in the efforts for secondary prevention response.

- The City will continue to identify and reduce lead hazards through the efforts of City departments, including the Healthy Homes and Lead Hazard Control program, and Community Planning and Economic Development, and through agencies such as Minneapolis Public Housing Authority. Federal Title X (Section 1012/1013 and 1018) rules are incorporated into their policies and procedures.
- The City's housing inspections process continues to emphasize paint condition during rental license inspections and requires property owners issued interior corrective orders on paint condition to take the Renovation, Remodeling and Painting rule.
- CPED requests lead risk assessments in assisted properties and has incorporated lead safe hazard reduction practices into properties undergoing rehabilitation.
- MPHA is continuing to work on policies and procedures to integrate grant resources for lead hazard reduction and lead safe work practices training for properties enrolled in the non-project based Section 8 programs.

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

The city focuses resources and efforts on developing a skilled and employable resident workforce capable of receiving living wage jobs. The city also works to develop infrastructure to support industries that can pay a living wage. It is important to raise incomes of residents to lower their housing costs and to increase their housing options.

The city mandates businesses that receive financial assistance from city agencies in excess of \$100,000 hire city residents at livable wage levels. The city defines a living wage as a worker earning 110% of the federal poverty level for a position with health benefits, 130% of federal poverty level for positions not offering health benefits.

The Department of Community Planning and Economic Development (CPED) works to assist local businesses in navigating financing and regulatory issues while seeking or expanding a site in the city. CPED pursues Brownfield redevelopment initiatives from federal, state and local levels to clean up old industrial sites to prepare them for business investment. These efforts seek to broaden the availability of business opportunities providing jobs to the city's low and moderate-income residents. Annually the city expects to address contaminated sites with cleanup funds.

The city supports the work of various community-based employment training, human development and social service agencies. The city also reaches out to agencies that represent the city's new foreign-born populations to assure that no segment of the city's population lacks accessibility to culturally appropriate human development strategies. The Neighborhood and Community Relations Department leads this effort. The department has in place culturally specific outreach staff to serve the community. Minneapolis continues to review issues of concentrated poverty, housing choice and the needs of its low

and moderate-income residents when designing its housing and economic development programs. The city work to deconcentrate poverty, increase the variety of housing options and support residential displacement and relocation policies through project selection criteria in funding solicitations. As a HUD recipient, the city offers Section 3 assistance through project notification procedures, bid requirements, and monitoring applicable projects. The Section 3 promotion and enforcement monitoring is delivered through the Civil Rights Department.

Along with taking the actions and enacting policies noted above, the City of Minneapolis City Council passed a municipal minimum wage ordinance on June 30, 2017. A changing economy has vastly eroded the value of the minimum wage at the federal and state level and have pushed more Minneapolis families to the brink of economic collapse. The rising cost of housing in Minneapolis is threatening the stability of individuals and families to both access and maintain a home. A full-time worker earning the state-mandated minimum wage of \$9.50 per hour for large employers would make an annual salary that is approximately \$5,000 below the poverty level for a family of four. A minimum wage of \$12 per hour in Minneapolis today would be comparable to the federal minimum wage paid in the late 1960s. The cost of living in Minneapolis is among the highest in the state. Without action to raise the wage floor, the problems caused by incomes that are inadequate to sustain working families will become more acute and the gap between low wages and the cost of a basic standard of living in Minneapolis will continue to widen. Through its adopted of "One Minneapolis," the city has recognized that income inequality, particularly between white and non-white workers, is one goal of the most pressing economic and social issues facing the city. Increasing the minimum wage is one of the primary ways the city can act to reduce economic and racial disparities.

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

Please refer to SP-40 in the 2015 Consolidated Plan at [http://www.minneapolismn.gov/grants/grants\\_consolidated-plan](http://www.minneapolismn.gov/grants/grants_consolidated-plan) for full discussion of the institutional structure supporting housing and community development work.

The institutional structure through which the city carries out its housing and community development plan consists of public, private and nonprofit partners. The primary public entities are the city of Minneapolis, the Minneapolis Public Housing Authority, Hennepin County, and the Minnesota Housing. Nonprofit organizations include nonprofit developers and community housing development organizations, the Family Housing Fund, and the Funder's Council. Private sector partners include local financial institutions, for-profit developers and the foundation community.

These partnerships have allowed the city to realize progress on its housing and community development work. However, much remains to be done especially in the area of delivering the benefits of progress equitably throughout the community. Communities of color and very low-income continue to realize unequal outcomes in housing and service delivery compared with the broader community. How institutional actors work to address these gaps will be a focus of the city over this five year planning cycle.

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

Please refer to SP-40 in the 2015 Consolidated Plan at

[http://www.minneapolismn.gov/grants/grants\\_consolidated-plan](http://www.minneapolismn.gov/grants/grants_consolidated-plan) for full discussion of the institutional structure supporting housing and community development work.

### **Discussion:**

**Affirmatively Furthering Fair Housing-**

With its annual Action Plan submittals, Minneapolis is required to certify to HUD that it will affirmatively further fair housing, which includes completing an Analysis of Impediments (AI) to Fair Housing Choice, taking appropriate actions to overcome the effects of any impediments identified through that analysis, and maintaining records reflecting that analysis and actions. Minneapolis participates, along with twelve other entitlement jurisdictions, in the Fair Housing Implementation Council (FHIC) to complete a regional AI. A regional AI was completed in 2014 and updated with an Addendum in 2017. The Addendum was made available for public comment during the month of March 2017. The final Addendum containing a set of fair housing impediments and recommendations to address those impediments was presented to the Minneapolis City Council for any specific city staff direction in August 2017. The City will continue to work with its governmental and non-governmental partners to increase affordable housing funding and regulatory and policy approaches that promise to increase the availability of affordable housing and fair housing choice.

## Program Specific Requirements

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

#### Introduction:

Fuller discussion of how the ESG and HOME programs operate are found in the appendix.

#### Community Development Block Grant Program (CDBG)

##### Reference 24 CFR 91.220(I)(1)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed	1,200,000
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan.	0
3. The amount of surplus funds from urban renewal settlements	0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan	0
5. The amount of income from float-funded activities	0
<b>Total Program Income:</b>	<b>1,200,000</b>

#### Other CDBG Requirements

1. The amount of urgent need activities	0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	80.00%

**HOME Investment Partnership Program (HOME)**  
**Reference 24 CFR 91.220(l)(2)**

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

The City of Minneapolis does not use HOME dollars for other forms of investment beyond those identified in Section 92.205.

2. A description of the guidelines that will be used for resale or recapture of HOME funds when used for homebuyer activities as required in 92.254, is as follows:  
Recapture- It is likely the majority of purchasers buying properties with HOME funds will receive direct buyer assistance. In instances where purchasers receive direct assistance a note and mortgage will be placed against the property with repayment due at the time of sale or maturity of the 1st mortgage. No resale provision will apply. Affordability period will be based on the amount of direct assistance received by the buyer.

Resale-resale will ensure the initial purchaser with fair return on their initial investment. Details are found in the Appendix. Resale terms would be spelled out in a promissory note and mortgage and filed against the property along with a Declaration of Restrictive Covenants.

The only instances where the City will use a resale provision will be when properties are sold through a developer who already has mechanisms in place to ensure long term affordability for target buyers as part of their program such as a land trust. In cases where a lower income purchase needs additional financial assistance to ensure affordability the land trust will provide direct assistance.

With the land trust model, the homebuyer only purchases the improvements. The land trust retains fee title to the land. The homeowner can recover its purchase price for the improvements and share of market value appreciation. At resale, the home is made affordable to income qualified homebuyers because the new homebuyer only has to finance the improvements and the sale price is restricted by the terms of the ground lease. At resale, the purchase price must be affordable to a reasonable range of low-income homebuyers defined as a 70-80% AMI Qualified Buyer whose housing-related debt ratio cannot exceed 33% and total combined debt ratio cannot exceed 50%. They are households who are either trying to purchase a home, but are having trouble qualifying for a mortgage or locating a decent home in their price range. These requirements are spelled out in a Declaration of Restrictive Covenants and all necessary documents related to the developer's program. In consideration for the title to land, the Land Trust provides an affordability investment that makes the home affordable for low-moderate income households in perpetuity. In most cases they provide anywhere from 2-3 times the value of the land as the mechanism ensuring long-term affordability.

Property market value will be based on an independent appraisal or broker price opinion from a qualified party done for the seller at the time the property is listed plus the original cash investment

and improvement completed during ownership. The value of improvements will be based on building permitted work value only. Properties sold during the affordability period must be affordable to a reasonable range of low-income homebuyers as defined above. The resale of any eligible property will not exceed 95 percent of the area median purchase price or after-rehabilitation price for single family housing, as determined by HUD.

If the purchaser does not owner occupy the property for the required period of affordability, the entire amount of the HOME funds invested in the property is due and payable to the City of Minneapolis.

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

HOME funds are typically only used for the acquisition of single family properties intended for homeownership. See the response for number 2 above. In instances where HOME is used as an acquisition source for a multifamily project, the response to number 4 below would apply.

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

There are currently no plans to use HOME funds to refinance existing debt secured by multifamily housing. While the City of Minneapolis often provides HOME loans through their Affordable Housing Trust Fund (AHTF) and will refinance existing loans in a subordination effort when a project refinance their first mortgage through another lender, the City of Minneapolis does not use HOME funds to refinance existing debt as described under 24 CFR 92.206(b).

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

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

The ESG Written Standards for Assistance are presented in the Appendix and provide a guide to how the City will implement the homelessness prevention and rapid re-housing services aspects of the ESG grant as well as outline the standards used in local emergency shelter and street outreach supported efforts. These Standards are reviewed as an RFPs for ESG funding are developed to reflect prioritized standards as of the issuance of the RFP. This will assure that Minneapolis can implement ESG programming to effective national and local best practices. Changes to the standards outlined in any resultant RFP will not be considered a substantial change to the Consolidated Plan.

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

The Continuum of Care completed initial launch of a full Coordinated Entry System (CES) in 2017. The CES is the process by which households experiencing literal homelessness access, are assessed, and are prioritized for homeless-dedicated supportive housing programs. Hennepin has separate but

coordinated CES's for families and singles. Both CES's:

- Cover and serve all of the Hennepin County CoC; use mobile outreach services, partnerships with geographically and culturally focused agencies, and after-hours crisis lines to assure easy access by households; and are promoted widely.
  - Follow policies to address needs of households fleeing domestic violence, including privacy and confidentiality, safety planning, emergency management, and appropriate referrals.
  - Employ standardized access and assessment. Trained assessors follow written policies to assess households using the Vulnerability Index – Service Prioritization Decision Assistance Tool (VI-SPDAT), the VI-SPDAT for families, and the VI-SPDAT for transition-aged youth. Households prioritized for supportive housing also complete a standard supplemental assessment of housing preferences.
  - Use a uniform referral process to refer households to participating projects, which include rapid rehousing (including ESG-funded projects), transitional housing, and permanent supportive housing. Housing Referral Coordinators employ a standard process which utilizes VI-SPDAT and supplemental assessment score, and preference for households with the longest periods of homelessness and households who are chronically homeless.
  - Offer referral denial protocol for both projects and households.
  - Require housing providers to limit barriers to enrollment, such as income, disability status, substance use, and criminal history.
3. Identify the process for making sub-awards and describe how the ESG allocation available to private nonprofit organizations (including community and faith-based organizations).  
The process for making sub-awards is detailed in the appendix.
  4. If the jurisdiction is unable to meet the homeless participation requirement in 24 CFR 576.405(a), the jurisdiction must specify its plan for reaching out to and consulting with homeless or formerly homeless individuals in considering policies and funding decisions regarding facilities and services funded under ESG.

The Emergency Solutions Grant coordinates with the local Heading Home Hennepin Continuum of Care planning process that is countywide including Minneapolis. It is under the direction of the Heading Home Hennepin Executive Committee and staffed by the City-County Office to End Homelessness. The HHH Executive Committee includes homeless/formerly homeless members in its makeup and its planning committees and subcommittees include homeless/formerly homeless individuals. The role of the Executive Committee is to provide overall policy direction and oversight to the implementation of the Heading Home Hennepin plan.

As described above with the description of the HHH Executive Committee composition and the

committees and subcommittees that serve under it, the City meets the requirements of 24 CFR§576.405 (b).

Sub recipients of ESG funds will be required to involve those who are homeless or formerly homeless in the development and delivery of ESG-funded projects and activities to the maximum extent practicable.

5. Describe performance standards for evaluating ESG.

Rapid Re-housing Outcomes

- 95% of participants will complete an intake within 7 days of referral to the rapid rehousing provider
- 90% of participants will obtain housing in fewer than 38 days from intake
- 25% of participants will increase their income through employment from program entry to exit
- 80% of all participants will be stably housed at program exit
- 85% of participants who were stably housed at exit will not enter shelter within 6 months after their exit from rapid rehousing assistance
- 75% of participants who were stably housed at exit will not enter shelter within 12 months after their exit from rapid rehousing assistance

Emergency Shelter Outcomes

- The building must be maintained as an emergency shelter for homeless people for a period of either 3 or 10 years depending on the degree of renovation and the value of the building
- Shelters assisted must at minimum meet the shelter and housing standards as outlined in 24 CFR 576.403, as well as state and local government safety and sanitation standards, as applicable, including the requirements for lead-based paint and energy-efficient appliances

Street Outreach Outcomes

- 50% of unsheltered individuals are connected to housing, health care and services
- Identify high frequency uses of emergency services
- Reduce livability crimes

Further information on administration of HOME and ESG grants are found in the appendix.

HOPWA Project Sponsor Selection Criteria

The City of Minneapolis issues an annual competitive solicitation for its entitlement Housing Opportunities for Persons with HIV/AIDS (HOPWA) funding. Allocated from HUD to the City of Minneapolis, HOPWA funds provide housing options to persons with Acquired Immune Deficiency Syndrome (AIDS). Eligible applicants include non-profit organizations or governmental housing agencies



that can contract with the City of Minneapolis, in compliance with Federal regulations and have capacity to carry out eligible activities serving the 13-county Eligible Metropolitan Statistical area (EMSA). The Minnesota HIV Housing Coalition is the community planning and advisory group that assists with identifying the housing needs for persons living with HIV/AIDS in the EMSA served by the Minneapolis HOPWA grant. Based on its recommendation, renewals for existing programs, providing continuum of care strategies, are a HOPWA funding priority, and if funds appropriated exceed the amount necessary to continue those programs at comparable levels funds should be made available for any eligible HOPWA activity.

## Appendix Order of Contents

Maps

HOME Program Description

Citizen Participation Plan

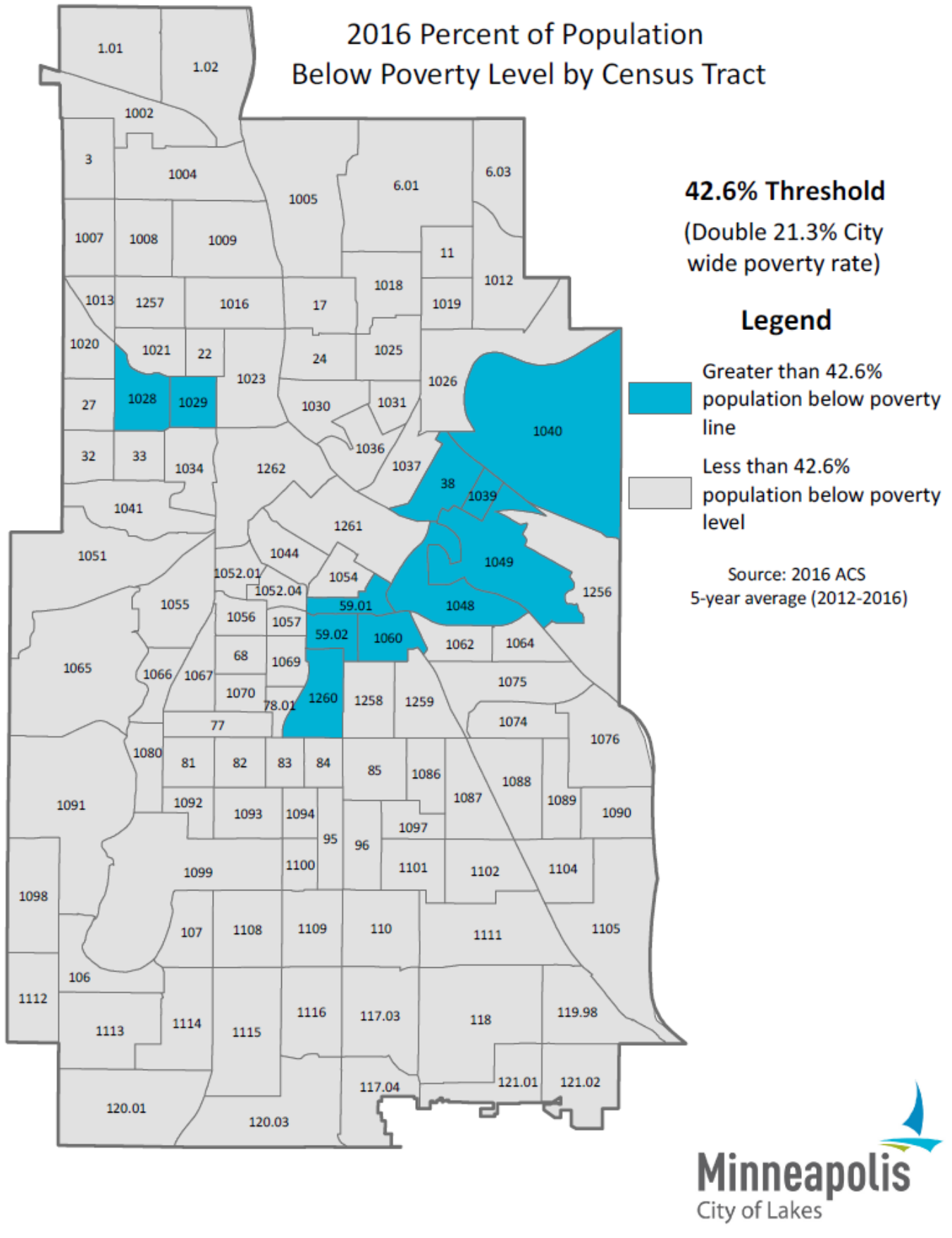
Emergency Solutions Grant Description

**Order of Contents: Maps**

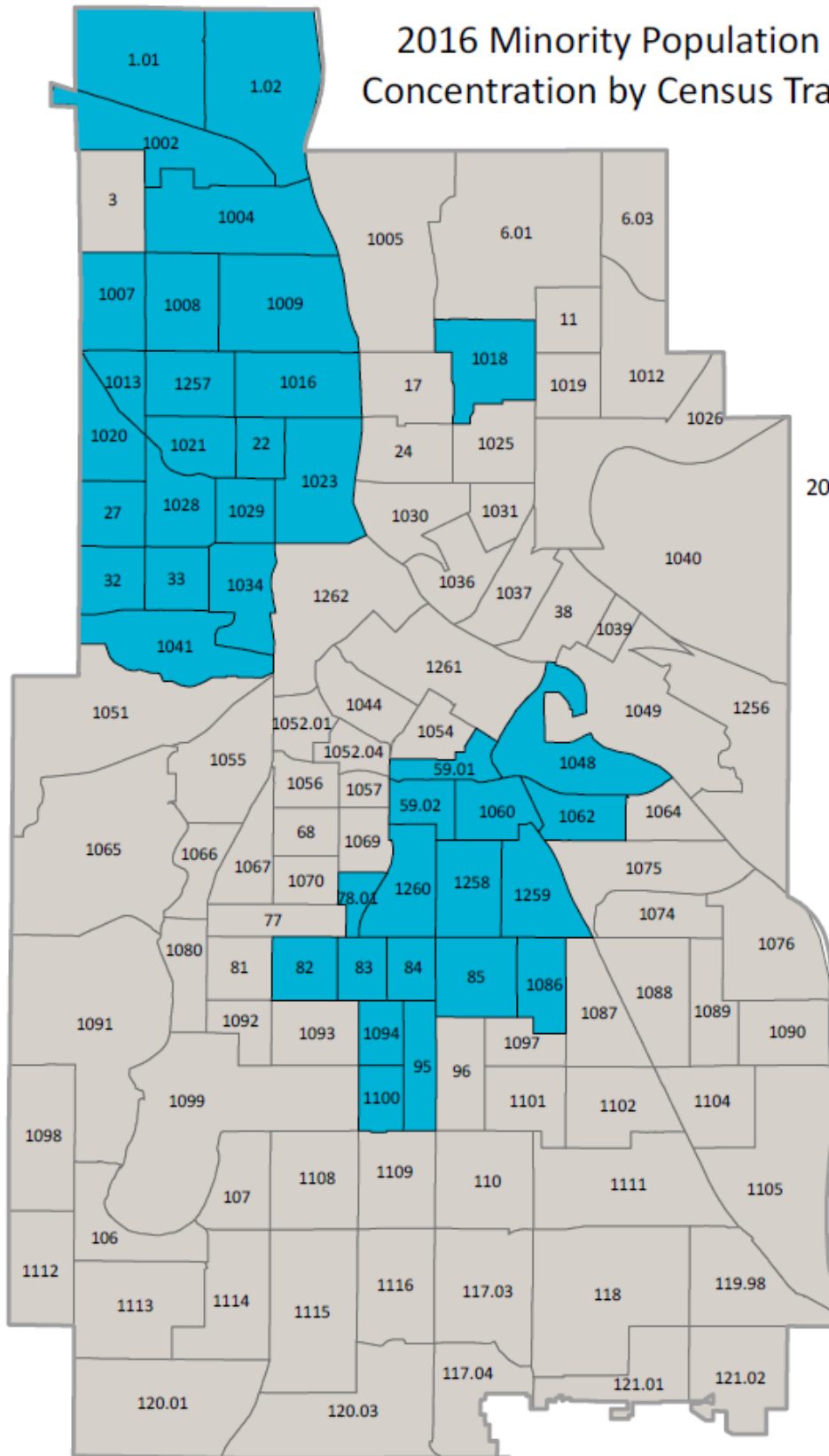
Minneapolis Poverty Concentration Map- 2018

Minneapolis Minority Concentration Map-2018

## 2016 Percent of Population Below Poverty Level by Census Tract



## 2016 Minority Population Concentration by Census Tract



**50% Threshold**  
 Source: Census Bureau  
 2016 ACS 5-year Average (2012-2016)

- Legend**
- 50% or more Concentration
  - Less than 50% Concentration



## **Order of Contents: HOME Information**

Minneapolis HOME Program Description

Minneapolis Communities Targeted for HOME Single-Family Program Participation (Map)

## **HOME Single Family Program**

HOME funds will be available for the renovation or new construction and sale of single-family dwellings, under the Home Ownership Works (HOW) program. HOME funds may be used for any of the following activities: acquisition, demolition, renovation/repairs or new construction.

### **Home Ownership Works (HOW)**

Home Ownership Works (HOW) is designed to address the goal of providing home ownership opportunities for households who otherwise would have difficulty in attaining home ownership. It is also designed to address the problem of abandoned and foreclosed houses through either rehabilitation or demolition and new construction. The Program serves the following objectives:

- 1) Provides decent, long term affordable home ownership opportunities for households who would normally experience challenges in achieving home ownership.
- 2) Addresses the problem of vacant and deteriorated structures
- 3) Helps the City maintain a base of owner occupants and provides housing opportunities to households who find that it is increasingly difficult to qualify for a mortgage.
- 4) Helps combat the impacts of the foreclosure crisis

Properties will be treated by the HOW Program through one of the following methods:

- ◆ Properties will be owned by the City of Minneapolis during the renovation/construction period. All properties will meet the HOW Program Standards which exceed the minimum City code requirements. Non-profit housing development construction managers will complete scope of work, and construction monitoring. Private licensed general contractors will be selected through a sealed bid process conducted by the City to complete the required renovation/repairs or new construction. Non-HOME funds will be used to provide interim financing when possible.
- ◆ Non-profit developers will identify properties to acquire and develop under the HOW program. They will provide the City with a scope of work and pro-forma to either rehabilitate the home or construct a new home on the site. All properties will meet the HOW Program Standards which exceed the minimum City code requirements. City staff will inspect the property, review the scope and the pro forma and make a determination on program eligibility and the estimated amount of subsidy necessary to complete the project. City will provide a per unit subsidy, not to exceed \$50,000, to the developer. City staff will monitor construction on all approved projects.

Funding for buyer assistance programs such as closing costs and down payments may be provided by CPED and other organizations.

### **Target Buyers**

The homes will be affordable to a reasonable range of low-income homebuyers which is defined as 70 – 80% AMI, Qualified Buyer housing-related debt ratio cannot exceed 33% and total combined debt ratio cannot exceed 50%. They are households who are either trying to purchase a home, but are having trouble qualifying for a mortgage or locating a decent home in their price range. All purchasers will be required to attend homebuyer counseling and housing maintenance seminars prior to closing. If more than one offer is received from qualified buyers, preference will be given to first-time homebuyers or buyers who are being displaced due to public action. If there are equal offers after applying the preference described above, a lottery will be held.

**Target Houses**

It is anticipated that a large number of properties will be FHA foreclosures or REO properties in need of moderate to substantial rehabilitation. Moderate rehab properties selected would be single family or duplex homes. Duplexes will be converted to single-family dwellings, where appropriate. The program will operate within the targeted communities identified in the map following this HOME section.

**Development Assistance**

Recapture

It is anticipated that the majority of purchasers buying properties assisted with HOME funds will receive direct buyer assistance. In instances where purchasers receive direct assistance a note and mortgage will be placed against the property with repayment of the entire amount of direct buyer assistance due from the Net Proceeds of sale at the time of sale or maturity of the 1<sup>st</sup> mortgage. . If there are not sufficient Net Proceeds to repay the entire amount of the City’s direct buyer assistance, the balance of direct buyer assistance will be forgiven. Remaining Net Proceeds of sale may be retained by the original occupant of the HOME unit. Net Proceeds is defined as any and all consideration of any kind whatsoever, whether direct or indirect, that is received by the Borrower for, or in connection with, any sale, assignment, conveyance, transfer, lien or encumbrance of the property less any senior debt secured against the property and customary closing costs as defined on the HUD 1 settlement statement. If there is no transfer of 100% of the original occupant’s interests in the property at the time of default or maturity or if the transfer is not an arms-length transaction, Net Proceeds means the fair market value of the property less outstanding senior debt. No resale provision will apply.

Affordability period in recapture will be based on the amount of direct HOME subsidy received by the buyer, however the maturity date of the homebuyer assistance loan will be a 30-year term. The period of affordability in recapture is based on the amount of direct subsidy received by the homebuyer in accordance with the following table:

<b>Per unit amount of HOME funds</b>	<b>Minimum Period of Affordability</b>
Under \$15,000	5 Years
\$15,000 - \$40,000	10 Years
Over \$40,000	15 Years

If the purchaser does not transfer 100% of the purchaser’s interest in the Property and fails to maintain the property as their principal residence during the affordability period, the full direct buyer assistance



amount plus any development subsidy amount shall be immediately due and payable regardless of Net Proceeds of sale.

### Resale

The only instance where the City will use a resale provision will be when properties are sold through the City of Lakes Community Land Trust, who already has mechanisms in place to ensure long term affordability for target buyers as part of their program. The Land Trust has as their mission the conveyance of decent housing at affordable prices to low and moderate income families. In cases where a lower income purchase needs additional financial assistance to ensure that the home is affordable the Land Trust will provide direct assistance.

Under the land trust model, the homebuyer only purchases the improvements. The land trust retains fee title to the land. The homeowner can recover its purchase price for the improvements and its share of market value appreciation. At resale, the home is made affordable to substitute income qualified homebuyers because the new homebuyer only has to finance the improvements and the sale price is restricted by the terms of the ground lease. At resale, the purchase price must be affordable to a reasonable range of low-income homebuyers defined in the Target Buyers paragraph above. These requirements are spelled out in a Declaration of Restrictive Covenants and all necessary documents related to the developer's program (i.e. land trust Ground Lease and Housing Subsidy Covenant.) In consideration for the title of the land, the Land Trust provides an affordability investment that makes the home affordable for low-moderate income households in perpetuity. In most cases they provide anywhere from 2-3 times the value of the land (for example, land value may only be \$15,000, but they are providing \$50,000 in affordability assistance to the home). They are using the land as the mechanism to ensure the long-term affordability.

The proposed resale restriction will comply with federal requirements, ensuring the initial purchaser with a fair return on their initial investment. To determine a fair return on investment the Land Trust will calculate a fair return on investment using the following methodology:

- 1) A calculation of Market Value Appreciation will be performed. An independent 3<sup>rd</sup> party appraiser will establish the Current Appraised Value of the property, and the Initial Appraised Value of the property will be subtracted to establish the Increase in Market Value Appreciation.
- 2) A 25% Shared Appreciation Factor will be applied to the Increase in Market Value Appreciation to determine the initial purchaser's Share of Market Value Appreciation.
- 3) Fair Return on Investment will be calculated by adding the Share of Market Value Appreciation, plus down payment costs, plus principal paid on Qualified Capital Improvements. Qualified Capital Improvements means those certain improvements made to the Improvements on the Premises at initial purchaser's expense which add significant value to the Improvements and which are capital in nature. Improvements which would qualify as Qualified Capital Improvements include, without limitation: the construction of additions, rooms, garages, bathrooms and kitchen remodeling. However, expenditures for maintenance, such as roof replacement, and the updating or replacement of appliances such as furnaces, water heaters and kitchen appliances, would not qualify as Qualified Capital Improvements herein.

See Exhibit A for an example of a sample calculation for resale of a CLCLT assisted unit.

The resale of any eligible property will not exceed 95 percent of the area median purchase price or after-rehabilitation price for single family housing, as determined by the HUD Secretary.

All purchasers will be required to maintain the property as their principal residence for the period of affordability as shown below. If the purchaser does not owner occupy the property for the required time period the entire amount of the HOME funds invested in the property will be due and payable to the City of Minneapolis.

The affordability period(s) for resale is based on the total amount of HOME funding in the project in accordance with the following table:

<b>Per unit amount of HOME funds</b>	<b>Minimum Period of Affordability</b>
Under \$15,000	5 Years
\$15,000 - \$40,000	10 Years
Over \$40,000	15 Years

**EXHIBIT A  
SAMPLE CALCULATION OF FORMULA PRICE  
UNDER THE GROUND LEASE**

The “Initial Appraised Value” is \$187,000.00.

“Land Lessee’s Purchase Price” is \$125,500.00.

Based on the above information the following table can be used to calculate the Land Lessee’s share of Market Value Appreciation and Seller’s Income.

a) Calculation of Shared Market Value Appreciation: Market Value Appreciation shall be determined by subtracting from the Current Appraised Value the Initial Appraised Value and deducting appraised value attributable to Capital Improvements made by the Land Lessee. Following is a table for calculating Shared Market Value Appreciation:

<b>Current Appraised Value</b> (at time of sale)	<u>\$197,000</u>
Minus <b>Initial Appraised Value</b> (at date of Ground Lease)	– <u>\$187,000</u>
<b>Equals Increase in Market Value Appreciation</b>	= <u>\$ 10,000</u>
Minus <b>Capital Improvements Appraised Value</b>	– <u>\$ 8,400</u>
<b>Equals Shared Market Value Appreciation</b>	= <u>\$1,600</u>

b) Calculation of Land Lessee’s Share of Increases in Market Value: Land Lessee’s Share of Market Value Appreciation shall be determined by multiplying the Shared Market Value Appreciation by twenty-five percent (25%) and then adding the principal paid on Capital Improvements by the Land Lessee. Following is a table for calculating Land Lessee’s Share of Increase in Market Value of the Improvements:

<b>Shared Market Value Appreciation</b>	<u>\$ 1,600</u>
multiplied by <b>Shared Appreciation Factor</b>	x <u>25%</u>
equals the <b>Land Lessee’s Share of</b>	
<b>Market Value Appreciation</b>	= <u>\$400</u>
Plus principal paid on <b>Capital Improvements</b>	+ <u>\$8,400</u>
<b>Equals the Land Lessee’s Share of Market Value Appreciation</b>	= <u>\$8,800</u>

c) Land Lessee Seller’s Income: This amount establishes the estimated amount that the Land Lessee seller will receive upon sale. This figure includes the Land Lessee’s Share of Market Value Appreciation, *applicable down payment costs, and earned principal paid on the first mortgage.*

<b>Land Lessee's Share of Market Value Appreciation</b>	\$ <u>8,800</u>
plus <b>applicable down payment costs</b>	+ <u>          </u>
plus <b>principal paid on first mortgage</b>	+ <u>\$5,000</u>
less <b>recapture down payment assistance</b>	- <u>          </u>
equals <b>approximate Land Lessees Seller's Income</b>	= <u>\$13,800</u>

## **Buyer Financing**

### First Mortgage Lending

Under the Home Ownership Works program, eligible households may be able to apply for a mortgage loan through one of the City's participating lenders, where interest rates are typically below market rates for a 30-year mortgage. If needed, down payment and closing cost loans will be available through various lenders and non-profit organizations. Purchasers will need a minimum of a 1% down payment or \$1,000 whichever is greater, plus an estimated 3% for closing costs and pre-paids.

### Affordability – Direct Buyer Assistance

Most of the Home Ownership Works buyers are only able to purchase with direct buyer assistance in the form of a second mortgage provided by the City using HOME funds. The use of these HOW second mortgages will continue and are needed to keep the properties affordable to low and moderate-income households. A deferred second mortgage up to a maximum amount of \$14,999 may be available to households, through this HOME funded program, on an as-needed basis. The recapture provision will be enforced through a second mortgage. The term of the second mortgage is tied to the term of the first mortgage. The entire amount of the direct buyer assistance will be repaid from the net sales proceeds, if any, at the time of sale or refinance. The net proceeds are the sales price minus superior loan repayment (other than HOME funds) and any closing costs. Any repayments received upon sale will be placed into the Minneapolis HOME account for future production or as direct buyer assistance for affordability. Failure to occupy the property as the principal residence would require an immediate repayment of the full amount of HOME funds invested in the property

## **Non-profit Participation**

The developer or their agent will perform property selection, buyer outreach, marketing, rehabilitation, construction and counseling. However, in instances where the properties will be owned by City during the development process, the City will contract with a local non-profit entity to perform construction management services and marketing. The non-profit entity will also be required to provide homebuyer counseling.

## **Property Selection and Purchase**

The City and/or a Developer will identify a property for inclusion in the HOW Program. Once a property is identified, the City will review the estimated proforma and, when appropriate, authorize the purchase of the property and the use of HOME funds for the development.

## **Citizen Participation**

The City will follow the approved process for neighborhood notification for all properties acquired and disposed by the City through this program.

## **Council Approval**

The City Council has approved the HOW Program Guidelines which mirror the Consolidated Plan language.

## **Rehabilitation**

Rehabilitation standards would include the housing maintenance standards, HOW Renovation Standards, energy efficiency, lead abatement, and ease of maintenance and long term maintenance issues. While the homes will be rehabilitated to be an asset to the neighborhood and to avoid high maintenance costs, some economies will be made to avoid excessive rehabilitation costs. For example, newer roofs, furnaces, water heaters, etc., which are functioning properly and with an expected 7 to 10 year usable life expectancy, may not be replaced. The general rule will be to ensure that the owner does not experience major replacement costs for a minimum of the first seven years of ownership, and that the home will be eligible for FHA financing.

## **New Construction**

Due to the increased costs of acquiring and renovating sub-standard housing, new construction is allowed in the HOW Program. Provided homeowners do the required general and annual maintenance, these newly constructed homes should assure homeowners minimal mechanical and structural problems for over twenty years. Homeowner occupancy requirements for new construction will be 15 years. Any sale or transfer of the property from its original owner within the affordability period will comply with the affordability requirements specified above under "Program Mechanics." Any repayments received will be placed into the Minneapolis HOME account for future production or as buyer affordability assistance.

## **Marketing**

HOW properties will be affirmatively marketed and advertised after renovation/construction through newspapers and MLS. Marketing will be established on a pay per performance basis and will be performed by realtors' active in and familiar with the Minneapolis market. The marketing for resale of any eligible property will be affordable to households at or below 80% of AMI and will not exceed 95 percent of the area median purchase price or after-rehabilitation price for single family housing, as determined by the HUD Secretary.

## **Development Subsidy Layering Guidelines**

City programs will not invest any more HOME funds, in conjunction with other governmental (federal, state, and local sources), than is necessary to provide affordable housing as defined by the HOME regulations. The subsidy amount is determined by subtracting the sales price from the cost of development (sum of acquisition, construction and soft costs). The maximum HOME funding included in any single family housing project will not exceed the Twin Cities Area Maximum HOME Subsidy Limits [Metro Area 221(d)(3)(ii) limits] established by HUD.

## **Direct Assistance to the Purchaser Subsidy Layering Guideline**

Single family programs may provide direct assistance for affordability and closing costs to buyers of a single family home. Affordability assistance will be used to bridge the gap between the buyer's maximum affordable first mortgage amount as determined by the mortgage lender underwriting process and the sale price. In addition, direct assistance can be provided to cover the buyers' eligible closing costs. The City has set a maximum housing debt ratio of 33% and a total monthly debt to income ratio of 50% as the standard for determining if it is appropriate to provide direct subsidy to the purchaser. The City will not invest any more HOME funds, than is necessary to make the single family housing project affordable to an income eligible household as defined by the HOME regulations. The maximum HOME funding included in any single family housing project will not exceed the Twin Cities Area Maximum HOME subsidy Limits [Metro Area 221(d)(3)(ii) limits] established by HUD.

## **Borrower Debt to Income Ratios**

Qualified Buyer whose annual income is at or below 80% Area Median Income to render an Improved Property affordable, i.e. housing-related debt ratio not to exceed 33% and total combined debt ratio not to exceed 50%.

## **Evaluating the development and fiscal capacity of developers**

All eligible developers have been vetted through a request for qualifications process and approved by the Minneapolis City Council. However, before any new developer is added, they will be vetted by City staff based on their experience on successfully taking on similar projects, experience with the Minneapolis Plan Review process, experience with the Minneapolis Department of Civil Rights and familiarity with the use of public funds. This process will be evaluated by a team of City's Housing Division staff—a project coordinator, a senior project coordinator and the unit's manager. Based on the decision rendered, the senior project coordinator will present a recommendation for acceptance as an eligible developer to the Minneapolis City Council.

Regarding the fiscal capacity of the developer, on an annual basis, each eligible developer will submit their audited financials for review. Upon receipt, a representative from Minneapolis Finance

Department will review and provide recommendations related to the soundness of the entity. Should there be any significant red flags, the developer will be required to provide a satisfactory response to enable the City to continue to contract with them under the HOW program.

### **Ensuring there is adequate need for projects based on neighborhood market conditions**

City has determined that for the purposes of this section, we will limit this program to the “Targeted Communities” within its borders (see attached map). Embedded in the resulting area is a geography that has lost housing units due to abandonment, foreclosure and demolition so there continues to be a need for redeveloping (rehabilitation or new construction) single family units in these areas. The criteria in designating the target communities are based on Minnesota Statutes, Section 469.202, subdivisions 2 and 3:

- Census tracts in the City where the unemployment rate for the tract as determined by the 2010 Federal Decennial Census exceeds twice the unemployment rate for the Minneapolis and Saint Paul Standard Metropolitan Statistical Area;
- Census tracts in the City where the median household income in the tract is no more than 80 percent of the median household income for the Minneapolis and Saint Paul Standard Metropolitan Statistical Area;
- Census tracts in the City where 70 percent or more of the residential dwelling units in the area were built before 1960;
- Neighborhoods in the City that have a disproportionate number of vacant residential buildings and mortgage foreclosures as evidenced by a foreclosure rate of at least 1.5% in 2008.

The City has layered the aforementioned designated areas to create a map that identifies the portions of the City that meet at least three of the four criteria (the “Core Area”). In addition, Minnesota Statutes, Section 469.202, subdivision 3, permits the City to add to the qualifying area, an additional area extending up to four contiguous city blocks in all directions from the Core Area.

### **HOME/CDBG Multifamily Guidelines**

### **Affordable Housing Trust Fund**

### **Administrative Guidelines**



The primary sources of funds for this program are HOME and CDBG monies. This program provides funds to affordable rental projects that need gap financing assistance to cover the difference between total development costs and the amount that can be secured from other sources. Applications for program funds will be solicited through a Request for Proposals scheduled to be advertised in June annually. CPED staff evaluates the projects against pre-determined application review and underwriting criteria further described in the Request for Proposals, and make recommendations for funding commitments to the City Council.

**Program Goals**

The primary purpose of the Affordable Housing Trust Fund Program is to assist in the financing of the production and preservation/stabilization of affordable and mixed-income rental housing projects in Minneapolis. The Affordable Housing Trust Fund Program is designed to assist with the implementation of the Unified City of Minneapolis Housing Policy, the Consolidated Plan, and the housing goals in the Minneapolis Plan for Sustainable Growth. Program funds are available on a competitive basis to projects that need gap financing to cover the difference between total development costs and the amount that can be secured from other sources. All rental housing projects of 10 units or more funded by the Affordable Housing Trust Fund Program funds of CDBG or HOME shall have at least 20% of the units affordable to households at or below 50% of Metropolitan Area Median Income (AMI) for the term of the loan.

Minimum affordability Periods are as follows:

<b>Per unit dollar-amount of HOME funds for Rehab or Acquisition of Existing Housing</b>	<b>Minimum Period of Affordability</b>
Under \$15,000	5 Years
\$15,000 - \$40,000	10 Years
Over \$40,000	15 Years
New Construction or Acquisition or newly constructed housing	20 Years

## **Compliance with Policies and Regulations**

Further details can be found at <http://www.minneapolismn.gov/ahtf> on how the program complies with federal policies and regulations as well as project selection criteria used by CPED, or can be obtained through request to CPED. For more information, please contact Jon Clevenger at 612-673-2495.

## **Eligible Uses of Funds**

CDBG funds may be used for the following eligible activities: acquisition, clearance, site improvements, rehabilitation, and related soft costs, if necessary and if done in conjunction with rehabilitation. Typically, CDBG funds may not be used for new construction, however, in certain instances CDBG regulations permit funds to be used for new construction (for example, if the activity is undertaken by a neighborhood-based non-profit entity meeting HUD definitions).

HOME funds may be used for new construction in geographic areas that are not minority concentrated, and for rehabilitation of existing units provided no bedrooms are added to those units. Proposed sites for new construction must be approved by CPED for meeting HUD regulations relative to site and neighborhood standards (including the City's definition of minority concentration areas). HOME funds may be used for the following eligible project activities: development hard costs, acquisition costs, related soft costs and relocation costs. No disbursement of funds under this program is made until total project financing is in place and project closing has occurred.

## **Administration**

The administration of the Affordable Housing Trust Fund Program is the responsibility of CPED's Residential Finance Division following established policies and procedures that are publicly advertised along with the annual Request for Proposals public application solicitation.

## **Procedure**

The City Council annually allocates funding from the Affordable Housing Trust Fund to eligible projects that have been reviewed and underwritten. Staff reviews proposals against the established program goals, objectives, underwriting criteria, and related performance standards and present recommendations for funding to the City Council. Developers are required to submit their proposals to the appropriate neighborhood group for review and comment prior to the City Council approving a funding award. Reallocated funds from prior proposals that were unable to demonstrate project viability are also advertised.

### **Repayment of Program Funds**

The repayment of program funds is structured on a project-by-project basis. Repayment may take the form of an amortized loan, distribution from annual project cash flows, repayment at time of sale, refinancing or conversion, or other acceptable forms of repayment such as a shared loan. Repayment of program funds is required of all developers, both profit and non-profit, who use the Affordable Housing Trust Fund, however, if later in a project's history the affordability of units becomes an issue, the payback of the program funds may be restructured to maintain that affordability.

### **HOME Other Forms of Assistance (Match)**

There are no other forms of investment in the City's HOME Program as described in 24 CFR92.205 (b.). Matches to the program include, but are not limited to the following:

- ◆ Cash contributions (e.g. housing trust funds, foundation grants, and private donations)
- ◆ Proceeds from Housing Revenue Bonds with the automatic 4% Low Income Housing Tax Credit entitlement
- ◆ Cost of supportive services provided to the families residing in HOME-assisted units during the period of affordability.


## **HOME Affirmative Marketing Program plus Minority and Women Business Outreach**

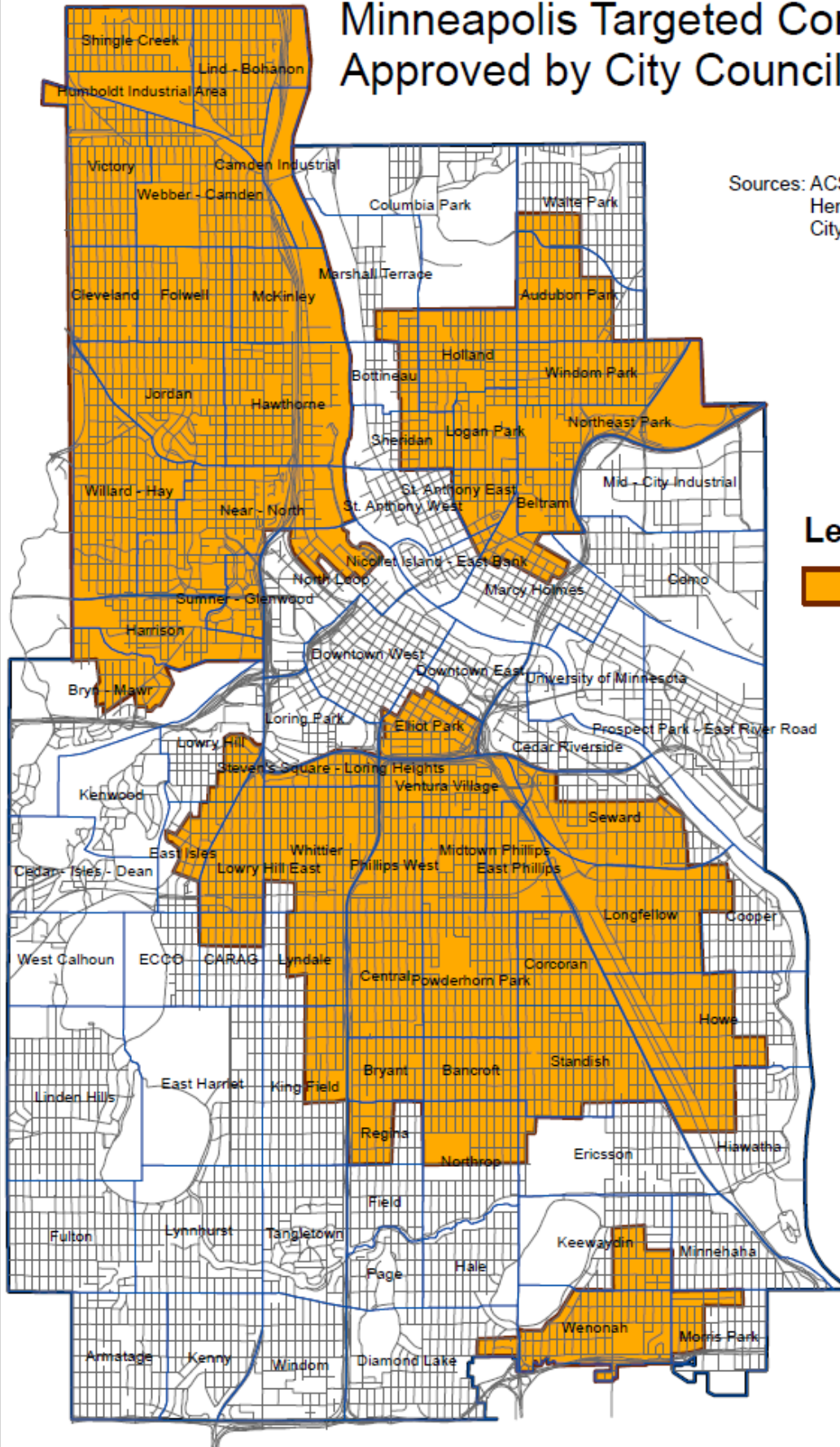
The City's HOME Affirmative Marketing Program is described in project selection criteria. Outreach to minority- and women-owned businesses is conducted through the City's Small and Underutilized Business Program. It is the policy of the City of Minneapolis and its departments and offices, including CPED, to provide small businesses, including women or minority owned businesses, with access to City business opportunities – including the procurement of goods, materials and services, and construction and economic development projects. Solicitation efforts include invitations to certified small businesses, and encouraging subcontractor recruitment through Request for Proposal instructions.

# Minneapolis Targeted Community Map Approved by City Council on May 2013

Sources: ACS 2006-2010 5-year average  
Hennepin Sheriff's Office  
City Assessor's Office

## Legend

 Targeted Community



CPED Research, May 2012

**Order of Contents: Citizen Participation Plan**

Minneapolis Citizen Participation Plan

## **Citizen Participation Plan**

### **1. Background**

Throughout the development of the Consolidated Plan, citizen input is encouraged. City of Minneapolis staff has developed a citizen participation plan designed specifically for the Consolidated Plan. Generally, the City of Minneapolis provides its citizens many opportunities to provide input to the decision making process. Citizens are encouraged to attend and participate in City council committee meetings, neighborhood/community revitalization meetings, numerous boards and public hearings designed to solicit public comments. These community engagement practices are designed to meet the needs and requirements of various programs and planning processes. Community participation includes the broad resident involvement in neighborhood and community organizations, and supports clearly defined links between the City, City services and neighborhood and community organizations. The City encourages citizen participation to promote sustainable decisions by recognizing and communicating the needs and interests of all participants, including elected officials and decision-makers.

As a business planning strategy, City departments commit to a citizen engagement framework that encourages citizen participation for a shared vision. The City provides alternative means of public involvement through its community engagement framework, various community advisory groups, technical assistance, requests for proposals (RFPs) and through its extensive use of the internet communications and community surveys. The City actively meets its national objectives by developing public service, employment and housing strategies, through a network of sustainable relationships. Participation from the local and regional stakeholders garners broad relationships, and through its broad network of relationships, resources are leveraged whenever possible with new and existing partnerships including federal, private and non-federal public sources.

The federal government and the state are key funding sources for rental and ownership housing projects. Local funds are available for housing and non-housing activities. Primary public entities are the City of Minneapolis department of Community Planning and Economic Development (CPED), the Minneapolis Public Housing Authority (MPHA), Hennepin County, and Minnesota Housing. Nonprofit organizations include developers and community housing development organizations, and advocacy and policy groups including the Family Housing Fund and the Funder's Council. Private sector partners such as local financial institutions, for-profit developers, faith-based organizations and the foundation community continue to be valuable in assisting Minneapolis meet its housing and community development goals and strategies.

City departments directly engage partner agencies and create program strategies that culminate with the Mayor's business planning process and annual budget in coordination with City Council input and deliberation. Additionally, the City informs the Consolidated Plan and its development, ongoing, through the collection of performance data through Subrecipient relationships, which provide the necessary feedback for planning and budget-setting priorities. Nothing in the Consolidated Plan, however, shall be construed to restrict the City's responsibility and authority for the development of its application to the HUD and the execution of its Community Development Plan.

A Citizen Participation Schedule is developed for each year's Consolidated Plan at the beginning of the Citizen Participation process and is continually updated.

## 2. Schedule

<b>FY 2018 Consolidated Plan Action Plan Development Schedule</b>	
November 29, 2017	Public Hearing on City 2018 Proposed Budget & Levy
December 6, 2017	2018 Council-Adopted Budget & Public Hearing
April 9 – May 11, 2018	Public Comment period 2018 Consolidated Plan Action Plan public comment draft
May 2, 2018	Public Hearing on 2018 Consolidated Plan Action Plan
May 14, 2018	Anticipated submission of 2018 Consolidated Plan Action Plan to HUD
June 1, 2018	Start of 2018 Consolidated Plan Program Year
August 2018	Public Comment Period and Public Hearing on 2017 Consolidated Annual Performance Report (CAPER)

## 3. Public Hearings

The City's citizen participation plan encourages the inclusion of all City residents during the Consolidated Plan development process – especially low-income residents who are the primary clients for HUD programs, organizations advocating for and serving low-income residents and other interested parties. Public meetings and public hearings have been and continue to be the foundation of the citizen participation plan. At least three public hearings are held each year to address housing and community development needs and development of proposed activities, approval of the annual Consolidated Plan and its budget and review of program performance.

The City's Community Development and Regulatory Services Committee holds the public hearings for the Consolidated Plan and the Consolidated Annual Performance Report (CAPER), and the full City Council holds the public hearing and receives comments on the proposed budget during the annual Truth-in-Taxation hearing.

## 4. Notification and Access to Hearings

To assist in obtaining broad-based participation, a Consolidated Plan mailing distribution list of approximately 230 names is used. The list includes public, private and social service agencies and individuals that request notices of meetings and hearings. Information on meetings and hearings is sent using the Consolidated Plan mailing list. Public notices for both public meetings and hearings are published in Finance and Commerce, in accordance with City notification practices. Electronic copies are also available on the City's website at [http://www.minneapolismn.gov/grants/grants\\_consolidated-plan](http://www.minneapolismn.gov/grants/grants_consolidated-plan).



Printed notices list locations where copies of the Consolidated Plan are available and invite persons to speak at the public meetings and hearings and/or submit written comments. Public meetings and hearings are accessible and sign language interpretation is available for public hearings and meetings.

The City can provide all Consolidated Plan materials in alternative formats upon request. If you need this material in an alternative format, or if you need disability related accommodations, please contact Matt Bower at (612) 673-2188 or email [Matthew.Bower@minneapolismn.gov](mailto:Matthew.Bower@minneapolismn.gov). Deaf and hard-of-hearing persons may use a relay service to call 311 agents at (612) 673-3000. TTY users may call (612) 673-2157 or (612) 673-2626.

**Para asistencia 612-673-2700**

**Rau kev pab 612-673-2800**

**Hadii aad Caawimaad u baahantahay 612-673-3500**

## **5. Technical Assistance**

A wide range of assistance is available to all groups needing help in understanding the Consolidated Plan application process and development of proposals. This service, as well as referrals to appropriate community agencies, is available from the Office of Grants and Special Projects in City Hall. For technical assistance, call (612) 673-2188.

In the event that a significant number of non-English speaking residents wish to participate in an aspect of the Consolidated Plan citizen participation process, a request for assistance should be made to the City Clerk's Office, or the Office of Grants and Special Projects.

## **6. Proposed Funding Processes**

The City's method for allocating Consolidated Plan funds varies according to the funding source. Further information on funding opportunities can be obtained from the following staff, and is discussed in various sections of this plan (for instance, within project descriptions for programs that have funding solicitations):

<b><u>Fund</u></b>	<b><u>City Awards Funds to:</u></b>	<b><u>For Further Information Call:</u></b>
CDBG	Various Agencies	Matt Bower, IGR – Grants & Special Projects (612) 673-2188
HOME	Project Developers	Elfric Porte, CPED (612) 673-5145
ESG	Shelter Rehabilitation Projects & Homelessness Prevention and Rapid Re-	Tiffany Glasper, CPED (612) 673-5221

housing Services

HOPWA            Public Agencies and Private Non-profits            Matt Bower, IGR – Grants & Special  
Projects (612) 673-2188

## **7.        Comments/Complaints**

If somebody is unable to attend Public Meetings or Hearings for the Consolidated Plan, written comments or relevant data such as articles, reports, studies, or surveys that should be considered in the Consolidated Plan can be sent to the Office of Grants & Special Projects. It is City policy to respond to written comments or complaints pertaining to the Consolidated Plan within 15 days of receipt. All written comments and the City's response and action taken are included in the Appendix of the subsequent Consolidated Plan/Annual Performance Report.

## **8.        Anti-Displacement and Relocation Plan**

The City of Minneapolis considers existing policies designed to minimize displacement in the CDBG program as the Consolidated Plan is developed. For example, CPED adheres to ongoing administrative policies to limit displacement when implementing CDBG-funded activities. These policies limit displacement by using land inventories, available vacant land and substandard vacant structures. Where displacement does occur, the City provides a full range of relocation benefits and services to those displaced according to its relocation policy. The Consolidated Plan complies with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, and implementing regulations at 49 CFR 24. The City follows a residential anti-displacement and relocation assistance plan required under section 104(d) of the Housing and Community Development Act of 1974, as amended, in connection with any activity assisted with funding under the CDBG or HOME programs. The City will provide public notification of specific replacement plans for the demolition of any affected low and moderate income housing units to the Minneapolis HUD CPD office. This notification will be done through the course of submitting project proposals to the City Council for their approval with a copy of the petition provided to the local HUD CPD office.

## **9.        Substantial Change Process and Amendments**

The City of Minneapolis outlines the following policy regarding formal amendments to its Consolidated Plan.

For purposes of definition, the City of Minneapolis defines “activity” as described in 24 CFR 91.505 as the equivalent of a “program/project” as described in the City’s annual Consolidated Plan budget documents.

The Consolidated Plan will be amended, formally, upon the occurrence of one of the following:

1. A Consolidated Plan activity described in the Consolidated Plan, as amended, is cancelled;

2. A new Consolidated Plan activity not previously described in the Consolidated Plan, as amended, is added; or
3. There is a substantial change to the current Consolidated Plan, as amended. Substantial change is defined as:
  - a) A change in Consolidated Plan priorities
  - b) A change in a program/project description of such a degree that it may be reasonably concluded that a significant change in projected program purpose, scope, location, fund allocation or intended beneficiaries would ensue; or
  - c) A reprogramming of more than 25% of an original CDBG amount budgeted for a major functional Consolidated Plan budget category: Housing, Economic Development, Community Development, Public Services, and Administration.

Formal amendments to the Consolidated Plan trigger the Consolidated Plan citizen participation plan (i.e., need for public hearing before Community Development Committee, 30-day public comment period). Changes to the Consolidated Plan not rising to the level of formal amendment will be treated through existing City review and approval processes. These informal changes will be included in the annual performance report to HUD and the public for the subject Consolidated Plan year.

#### **10. Access to Records**

Current Consolidated Plans are available for review at the Minneapolis Grants and Special Projects Office (Room 307M City Hall, enter at the door for Room 301M), all Public Libraries in Minneapolis, and at the Legal Aid Society of Minneapolis. A limited number of copies of the Consolidated Plan will be available for pickup.

Consolidated Plan information is also placed on the following website link for review [http://www.minneapolismn.gov/grants/grants\\_consolidated-plan](http://www.minneapolismn.gov/grants/grants_consolidated-plan). Requests for other records related to the Consolidated Plan can be made by calling the Grants & Special Projects Office. Staff of the Grants & Special Projects Office can also meet with groups or individuals to discuss the Plan. Please call (612) 673-2043 to request information, or to arrange an appointment.

Orders for copies of the Consolidated Plan, comments on the Consolidated Plan process, requests for technical assistance and additions/changes to the mailing list should be sent to Matt Bower, Office of Grants and Special Projects, Room 307M City Hall, 350 South Fifth Street, Minneapolis, MN 55415, or call (612) 673-2188, email [matthew.bower@minneapolismn.gov](mailto:matthew.bower@minneapolismn.gov).

## **Order of Contents: Emergency Solutions Grant**

Description of Emergency Solutions Grant

## **Emergency Solutions Grant (ESG)**

The ESG program is designed to identify sheltered and unsheltered homeless persons, as well as those at risk of homelessness, and provide the services necessary to help those persons quickly regain stability in permanent housing after experiencing a housing crisis and/or homelessness. Assistance can be provided to emergency shelters. Minneapolis ESG funds will be made available for shelter rehabilitation, street outreach and homelessness prevention and rapid rehousing through the City's Community Planning and Economic Development Department (CPED). Eligible sub recipients under ESG can be local government agencies or private nonprofit organizations.

Further discussion of the needs of and strategies for persons experiencing homelessness and those threatened with homelessness are covered in respective sections of the 2015-19 Consolidated Plan.

### **1. ESG Consultation Process**

The Emergency Solutions Grant coordinates with the local Continuum of Care planning process that is countywide including Minneapolis. The Heading Home Hennepin (HHH) initiative is the local Continuum of Care and is the local 10 year Plan for Ending Homelessness. It is under the direction of the Heading Home Hennepin Executive Committee and staffed by the City-County Office to End Homelessness. The HHH Executive Committee includes homeless/formerly homeless members in its makeup and its planning committees and subcommittees include homeless/formerly homeless individuals. The role of the Executive Committee is to provide overall policy direction and oversight to the implementation of the Heading Home Hennepin plan. The Executive Committee works through various committees to implement Continuum policies, strategies, programming, evaluation and public reporting.

Initial consultations on the Emergency Solutions Grant began in December 2010 with discussions with the City-County Office to End Homelessness, Hennepin County and the State of Minnesota on what the new HEARTH Act requirements would mean for local programming. These discussions have continued after the publication of HUD interim regulatory guidance pertaining to the Emergency Solutions Grant. On February 3, 2012, the Heading Home Hennepin Executive Committee approved the concept and description of ESG use among eligible activities as outlined below.

Consultation on the implementation of the ESG grant continues with Heading Home Continuum of Care and its respective committees during the life of the grant.

### **2. Summary of Citizen Participation**

The City uses its Consolidated Plan citizen participation process for receipt of any comments on its ESG programming. Minneapolis relies on the Heading Home Hennepin structure and its

community engagement processes to inform itself of the needs and strategies of the local Continuum of Care.

**3. Proposed Activities**

The city budgets ESG resources to the renovation/rehabilitation of emergency and transitional shelters in the city, and providing funding for homelessness prevention, rapid re-housing and street outreach services. Between rapid re-housing and homelessness prevention services preference is given to rapid re-housing services.

Under ESG, the City will seek to budget the greater of its Hold Harmless amount (\$558,377) or 60 percent of the grant annually to shelter rehabilitation and street outreach activities selected through a City-issued Request for Proposals. Funds outside of this amount will be budgeted to administrative activities (7.5% of grant amount) and to rapid re-housing activities and homelessness prevention. 2% of the City’s ESG funds are reserved for HMIS costs that the City incurs in participation in ESG activities. The board charged with managing HMIS has agreed on a funding model for the MN HMIS that requests Grantees/Sub-grantees (such as the City of Minneapolis) receiving direct Federal funds from programs required to participate in HMIS (e.g. ESG, SSVF, RHY, HOPWA) will also provide HMIS funding equal to 2% of the grant amount. Some occasional funding may be reserved for any HMIS costs that the City may incur in participation in ESG.

Homelessness Prevention and Rapid Re-housing activities will be determined from project solicitations received from periodic Request for Proposals (RFP) issued by Hennepin County. Projects funded under these eligible activities may provide housing relocation and stabilization financial assistance/services and/or rental assistance. Street outreach funds are awarded through an RFP issued by the City for those services and are subject to annual renewal.

The activities addressed with the City’s ESG funds will be consistent with the needs addressed in the Heading Home Hennepin strategic plan.

Projects and activities will need to be selected and funds obligated to these projects/activities within 180 days of a signed HUD grant agreement. Projects/activities have up to 24 months after the date of the signed HUD grant agreement to expend ESG funds.

ESG projects and activities will address the following HUD objectives and outcomes:

<b>Shelter Renovation/Rehab</b>	
Performance Objective	Create Suitable Living Environment
Performance Outcome	Availability/Accessibility

<b>Homeless Prevention</b>	
Performance Objective	Provide Decent Affordable Housing
Performance Outcome	Affordability
<b>Rapid Re-housing</b>	
Performance Objective	Provide Decent Affordable Housing
Performance Outcome	Affordability

#### **4. ESG Match**

A one-for-one match is required for the ESG grant. It is obtained by eligible match contributions received and expended by sub recipients during the program year that applies to the ESG funding. Match will only be counted if it is used by the sub recipient to support eligible ESG programming and activities. The city will consider meeting its one-for-one match requirement through the totality of the ESG activities that it will fund and the matches that the sub recipients provide.

Sources of match by sub recipients can be unrestricted federal, state, local or private sources; however, if any match is federal the laws governing a particular source of federal funds must not prohibit these funds from being used as match to ESG. Additionally, if the ESG funds are used to satisfy match requirements of another federal program, then funding from that program may not be used as match for ESG (no reciprocal federal matching). There cannot be any restrictions on proposed match that would preclude it from being used for eligible ESG activities.

#### **5. ESG Funding Priorities**

##### **Shelter Rehabilitation/Renovation**

The City has traditionally used its ESG awards to provide rehabilitation and renovation assistance to shelters in the city, or to positively convert buildings for use as emergency shelter. Neither property acquisition nor new construction is an eligible use of these funds. Historically, the City has received ESG funding requests in excess of available funding, demonstrating a high demand for this program. A shelter's physical condition has a shorter life span than similar structures and necessitates frequent rehabilitation to keep shelters in safe and sanitary condition and current with code.

Assisted rehabilitation/renovation/conversion properties must be located in the City of Minneapolis or Hennepin County serving Minneapolis families and individuals. Awards are through an annual Request for Proposal (RFP) process issued through the Minneapolis Community Planning and Economic Development department. Matches to the program award are required, and can be in the form of operating costs funds provided by other entities to recipient projects. Other match sources for projects can include rehabilitation-specific contributions from Minnesota Housing, foundations, and private sources. ESG program funds may also be used for furniture, security systems and/or equipment in either a new construction, positive conversion or renovation/rehabilitation project. Proposals requesting ESG funding for furnishings, security systems and equipment will be thoroughly analyzed for compliance with City of Minneapolis Consolidated Plan and applicable HUD regulations. The RFP is not intended to solicit proposals for any other operating costs as defined under §576.102 (3).

Representatives from Minnesota Housing Finance Agency, Hennepin County, Family Housing Fund, and CPED will review information submitted by applicants and may conduct interviews with the applicants. In addition, CPED staff will conduct a physical inspection of the property. Staff will make recommendations to the City Council for their funding decisions.

Required qualifications of proposals are:

- ◆ Shelter must be owned by a private non-profit corporation or a government entity.
- ◆ Applicant must provide evidence that the property is properly zoned with necessary conditional-use permits in place. If a zoning change or a conditional-use permit is needed, proposer must obtain a letter from CPED Planning describing what must be done and the timetable for obtaining the approvals and submit with the funding application.
- ◆ Projects assisted with ESG emergency shelter funds cannot require occupants to enter into lease or occupancy agreements of any kind unless it is a project that was funded with FY 2010 ESG funds.
- ◆ Applicant must demonstrate sufficient knowledge, experience and capacity to undertake and complete the development project.
- ◆ Applicant must demonstrate the ability to enter into ESG contracts with the City of Minneapolis within sixty days of City Council approval.
- ◆ The grant-eligible work items must be completed and funds spent no later than the applicable 24-month expenditure deadline.
- ◆ The building must be maintained as an emergency shelter for homeless people for a period consistent with HUD minimum standards for shelters receiving rehabilitation funds as outlined in § 576.102 (c) Minimum Period of Use.
- ◆ Recipients of ESG funds must participate in a Homeless Management Information System (HMIS) and will be required to collect data on all universal elements as defined in HMIS.
- ◆ Applicant must provide the organization's most recent audited financial statements.
- ◆ Applicant must provide evidence of sufficient amount of revenue/income to operate the project.
- ◆ Shelters assisted must at minimum meet the shelter and housing standards as outlined in 24 CFR 576.403, as well as state and local government safety and sanitation standards, as applicable, including the requirements for lead-based paint and energy-efficient appliances.



- ◆ Competitive bidding must occur in accordance with the City’s bidding instructions, which are included in the RFP materials.
- ◆ All development funding sources, in addition to the ESG funds, must be secured before a closing can occur.
- ◆ Matches to the program award are required, and can be in the form of operating costs funds provided by other entities to recipient projects. Other match sources for projects can include rehabilitation-specific contributions from Minnesota Housing, foundations, and private sources.
- ◆ Environmental testing, including lead-based paint risk assessment and remediation, will be required, in most projects funded with ESG.
- ◆ Federal relocation regulations and local relocation rules apply to all projects funded through the Affordable Housing Trust Fund and the ESG Program.

Projects that leverage additional funding sources to help cover the estimated development costs and projects incorporating green/sustainable elements consistent with the “Minnesota Overlay to the Green Communities Criteria” and/or National Green Communities Criteria will receive priority consideration for ESG funding.

### **Street Outreach**

ESG funding will be provided for street outreach services made available to individuals meeting the Category 1 and 4 definitions of homelessness. The work will be done through a contract with St. Stephens Human Services. Outreach services provided will consist of engagement, case management, emergency health services, emergency mental health services, transportation and unique services for special populations that seek to connect users to housing opportunities and support services for which they are eligible.

### **Rapid Re-housing**

Hennepin County will periodically issue Request for Proposals (RFP) for projects/activities that can service the eligible rapid re-housing portion of Minneapolis ESG allocations. This RFP will also request homeless prevention services as well but as noted above, the City will prefer funding rapid re-housing over homeless prevention services. This preference is in line with HUD analysis of what worked under the Homelessness Prevention and Rapid Re-housing Program grant. Current providers of City ESG rapid re-housing is Catholic Charities and St. Stephens Human Services.

Rapid re-housing will serve Minneapolis residents -- homeless families and single adults without children who reside in a Hennepin County sited homeless shelter (previous permanent address was within Minneapolis) as well as unaccompanied youth who are verifiably homeless according to the HUD definition found below. These clients must have an annual income at or below thirty (30%) of HUD area median family income. Specifically homeless is defined by HUD in 24 CFR §576.2 as:

**(1)** An individual or family who lacks a fixed, regular, and adequate nighttime residence, meaning:

(i) An individual or family with a primary nighttime residence that is a public or private place not designed for or ordinarily used as a regular sleeping accommodation for human beings, including a car, park, abandoned building, bus or train station, airport, or camping ground;

(ii) An individual or family living in a supervised publicly or privately operated shelter designated to provide temporary living arrangements (including congregate shelters, transitional housing, and hotels and motels paid for by charitable organizations or by federal, state, or local government programs for low income individuals); or

(iii) An individual who is exiting an institution where he or she resided for 90 days or less and who resided in an emergency shelter or place not meant for human habitation immediately before entering that institution;

**(2)** An individual or family who will imminently lose their primary nighttime residence, provided that:

(i) The primary nighttime residence will be lost within 14 days of the date of application for homeless assistance;

(ii) No subsequent residence has been identified; and

(iii) The individual or family lacks the resources or support networks, e.g., family, friends, faith-based or other social networks, needed to obtain other permanent housing;

**(3)** Unaccompanied youth under 25 years of age, or families with

children and youth, who do not otherwise qualify as homeless under this definition, but who:

(i) Are defined as homeless under section 387 of the Runaway and Homeless Youth Act (42 U.S.C. 5732a), section 637 of the Head Start Act (42 U.S.C. 9832), section 41403 of the Violence Against Women Act of 1994 (42 U.S.C. 14043e-2), section 330(h) of the Public Health Service Act (42 U.S.C. 254b(h)), section 3 of the Food and Nutrition Act of 2008 (7 U.S.C. 2012), section 17(b) of the Child Nutrition Act of 1966 (42 U.S.C. 1786(b)), or section 725 of the McKinney-Vento Homeless Assistance Act (42 U.S.C. 11434a); (ii) Have not had a lease, ownership interest, or occupancy agreement in permanent housing at any time during the 60 days immediately preceding the date of application for homeless assistance;

(iii) Have experienced persistent instability as measured by two moves or more during the 60-day period immediately preceding the date of applying for homeless assistance; and

(iv) Can be expected to continue in such status for an extended period of time because of chronic disabilities, chronic physical health or mental health conditions, substance addiction, histories of domestic violence or childhood abuse (including neglect), the presence of a child or youth with a disability, or two or more barriers to employment, which include the lack of a high school degree or General Education Development (GED), illiteracy, low English proficiency, a history of incarceration or detention or criminal activity, and a history of unstable employment; or

**(4) Any individual or family who:**

(i) Is fleeing, or is attempting to flee, domestic violence, dating violence, sexual assault, stalking, or other dangerous or life-threatening conditions that relate to violence against the individual or a family member, including a child, that has either taken place within the individual's or family's primary nighttime residence or has made the individual or family afraid to return to their primary nighttime residence;

(ii) Has no other residence; and

(iii) Lacks the resources or support networks, e.g., family, friends, and faith based or other social networks, to obtain other permanent housing.

Use of funds under the Rapid Re-housing eligible activity can be for short-term or medium-term rental assistance to achieve permanent housing and stability. This rental assistance should be for no longer than necessary for the recipient to obtain permanent housing. The rental assistance can either be tied to the recipient or consist of project-based assistance that can "float" within a development serving eligible recipients.

Housing relocation and stabilization services can also be provided under Rapid Re-housing. These services can consist of financial assistance or services. Financial assistance is provision of rental application fees, security deposits, last months rent, utility deposits, utility payments and moving costs. Financial services can include housing search and placement, housing stability case management, landlord-tenant mediation, legal services, and credit repair.

### **Homelessness Prevention**

As described above, Hennepin County will periodically issue Request for Proposals (RFP) for projects/activities that can also provide Minneapolis funded ESG allocations for eligible homelessness prevention services to Minneapolis resident renters. Homelessness prevention

services will be a secondary consideration to rapid re-housing in making project/activity awards. Prospective applicant agencies can offer to provide both eligible uses in their applications. Funding provided to clients under homelessness prevention must be last resort funds required to keep in housing a person/household at risk of homelessness. Similar target populations noted under rapid re-housing are also sought to be served under homelessness prevention. A person/household at risk of homelessness is defined as:

**(1)** An individual or family who:

- (i) Has an annual income below 30 percent of median family income for the area, as determined by HUD;
- (ii) Does not have sufficient resources or support networks, e.g., family, friends, faith-based or other social networks, immediately available to prevent them from moving to an emergency shelter or another place described in paragraph (1) of the “Homeless” definition in this section; and
- (iii) Meets one of the following conditions:
  - a. Has moved because of economic reasons two or more times during the 60 days immediately preceding the application for homelessness prevention assistance;
  - b. Is living in the home of another because of economic hardship;
  - c. Has been notified in writing that their right to occupy their current housing or living situation will be terminated within 21 days after the date of application for assistance;
  - d. Lives in a hotel or motel and the cost of the hotel or motel stay is not paid by charitable organizations or by federal, State, or local government programs for low-income individuals;
  - e. Lives in a single-room occupancy or efficiency apartment unit in which there reside more than two persons or lives in a larger housing unit in which there reside more than 1.5 people per room, as defined by the U.S. Census Bureau;
  - f. Is exiting a publicly funded institution, or system of care (such as a health-care facility, a mental health facility, foster care or other youth facility, or correction program or institution); or
  - g. Otherwise lives in housing that has characteristics associated with instability and an increased risk of homelessness, as identified in the recipient's approved consolidated plan;

**(2)** A child or youth who does not qualify as “homeless” under this section, but qualifies as “homeless” under section 387 of the Runaway and Homeless Youth Act (42 U.S.C. 5732a(3)), section 637(11) of the Head Start Act (42 U.S.C. 9832(11)), section 41403(6) of the Violence Against Women Act of 1994 (42 U.S.C. 14043e–2(6)), section 330(h)(5)(A) of the Public Health Service Act (42 U.S.C. 254b(h)(5)(A)), section 3(m) of the Food and Nutrition Act of 2008 (7 U.S.C. 2012(m)), or section 17(b)(15) of the Child Nutrition Act of 1966 (42 U.S.C. 1786(b)(15)); or

**(3)** A child or youth who does not qualify as “homeless” under this section, but qualifies as “homeless” under section 725(2) of the McKinney-Vento Homeless Assistance Act (42 U.S.C. 11434a(2)), and the parent(s) or guardian(s) of that child or youth if living with her or him.

For purposes of the above definition's paragraph (g), someone who lives in housing that has characteristics associated with instability and an increased risk of homelessness is defined as follows. A renter household with income at/or below 30% of median income adjusted for family size and whose housing costs exceed 50% of their income and upon provider assessment is shown to be at imminent risk of losing existing housing. Use of funds under the Homelessness Prevention eligible activity can be for similar uses as under Rapid Re-housing. Projects can be for short-term or medium-term rental assistance to retain permanent housing and stability. This rental assistance should be for no longer than necessary for the program participant to be stabilized in existing housing.

Housing relocation and stabilization services can also be provided under Homelessness Prevention. These services can consist of financial assistance or services. Financial assistance is provision of rental application fees, security deposits, last month's rent, utility deposits, utility payments and moving costs. Financial services can include housing search and placement, housing stability case management, landlord-tenant mediation, legal services, and credit repair.

#### **6. ESG Written Standards for Assistance**

The following ESG Written Standards for Assistance are presented in outline form and intended to provide a guide to how the City will implement the homelessness prevention and rapid re-housing services aspects of the ESG grant as well as outline the standards used in local emergency shelter and street outreach supported efforts. Italicized text is the HUD guidance on what the respective written standards should address as outlined in the 24 CFR 576 amended regulations. These Standards will be reviewed periodically as an RFP for HP/RR services is developed and that RFP will reflect prioritized standards as of the issuance of the RFP and that are consistent with Continuum of Care standards. Changes to the standards outlined below in any resultant RFP will not be considered a substantial change to the Consolidated Plan.

#### **Policies and procedures for establishing eligibility for assistance**

*Standard policies and procedures for evaluating individuals' and families' eligibility for assistance under Emergency Solutions Grant (ESG);*

- ◆ Street Outreach: Services are provided to individuals who meet the Category 1 and 4 definitions of homelessness. The individuals must be living on the streets (or other places not meant for human habitation) and be unwilling or unable to access services in emergency shelters.
- ◆ Rapid re-housing: Minneapolis resident homeless families and single adults without children including unaccompanied youth who reside in a Hennepin County sited homeless shelter (whose previous permanent address within 3 months of entering shelter was within Minneapolis). These clients must have an annual income at or below

thirty (30%) of HUD area median family income and meet the definition of homeless as set out in 24 CFR §576.2

- ◆ Homelessness Prevention: Minneapolis resident renters who are established as at-risk of homelessness as set forth in 24 CFR §576.2 as described above.
- ◆ Required documentation of the above will be made by providers by first attempting to get third-party verification of homelessness status. Other acceptable documentation options in secondary order of rank is 1) case manager verification of eligibility; and 2) self-report verification of eligibility combined with justification of efforts made and reasons for a lack of success in obtaining third-party or case manager verification of status.
- ◆ Applicant's level of need will be established through provider verification of resources available to the applicant household, financial and otherwise.

### **Standards for targeting and providing essential services related to street outreach**

ESG funding will be provided for street outreach services made available to individuals meeting the Category 1 and 4 definitions of homelessness. The individuals must be living on the streets (or other places not meant for human habitation) and be unwilling or unable to access services in emergency shelters. Outreach services provided will consist of engagement, case management, emergency health services, emergency mental health services, transportation and unique services for special populations that seek to connect users to housing opportunities and support services for which they are eligible. A community services team will perform outreach work in coordination with community stakeholders, public safety personnel and businesses and residents to identify and connect with homeless individuals in targeted areas in and around downtown Minneapolis as identified by public safety officers. Outreach will also be made to frequent users of emergency services as identified by program partners. Once contact is made, the outreach staff will triage a participant's housing and other needs and eligibility for referral to appropriate housing and support services options.

### **Policies and procedures for admission, diversion, referral, and discharge by emergency shelters assisted under ESG**

*Standards regarding length of stay, if any, and safeguards to meet the safety and shelter needs of special populations, e.g., victims of domestic violence, dating violence, sexual assault, and stalking; and individuals and families who have the highest barriers to housing and are likely to be homeless the longest;*

Emergency shelters potentially served by Minneapolis ESG funds fall under Hennepin County emergency shelter policies. Users of these emergency shelter services all meet the four respective categories of homelessness under the HEARTH definition of homelessness. Specific populations served by these shelters are:

Families with children or individuals who are pregnant—the County contracts with family shelters to provide emergency shelter to Hennepin County families who are without resources

to meet their housing needs. No families are turned away and all are given vouchers after meeting with a county Shelter Team staff. As long as families are working on their case plan, they are eligible for renewed vouchers. There is no maximum length of stay. Once stable housing is identified for them, families are provided with assistance for damage deposits, prorated rental assistance, arrear payments for utilities primarily through emergency assistance funds. Non-County residents are referred to emergency shelter assistance resources in their county of residence. Families who wish to relocate are provided with assistance to do so only if there is verified employment or housing at the relocation site.

Young Adults—ages 18-21 are identified as special needs and eligible for emergency homeless sheltering through the County. The County contracts with several shelter and safe waiting facilities. An intake assessment and action plan with a County caseworker is developed.

Single Adults—the County contracts with several shelters and safe waiting spaces for sheltering single adults. Shelter is accessed through Adult Shelter Connect, a physical location and telephone number where single adults could present during the day to receive an initial assessment and reserve a shelter bed at any of the five shelter providers for the night. Those already in shelter can reserve their bed on departure in the morning. Shared HMIS provides the platform for the reservation system and enables better tracking people experiencing homelessness in the system and target them for interventions. Shelter beds are available to those who receive federal disability benefits, are qualified for state cash benefits, are an active county social service case, or are a special need (fleeing domestic abuse, have a mental/physical impairment/disability or are ill). Those who cannot qualify or cannot be served by a shelter program are provided with safe waiting space. There are no maximum lengths of stay, clients are provided with access and referrals to county health case management services. As with families, an individual wishing to relocate may be provided with assistance to do so if there is verified employment or housing at the relocation site.

All intake assessments for the above populations triage the respective client housing situations and availability. Where resources are available or found, rapid exit into non-shelter housing is made first. Those with the highest barriers to finding housing are provided with shelter while a stabilization and housing plan is developed with a caseworker.

### **Policies and procedures for coordination among providers and mainstream providers**

*Policies and procedures for coordination among emergency shelter providers, essential services providers, homelessness prevention, and rapid re-housing assistance providers; other homeless assistance providers; and mainstream service and housing providers (see § 576.400(b) and (c) for a list of programs with which ESG-funded activities must be coordinated and integrated to the maximum extent practicable);*

- ◆ Heading Home Hennepin has several committee workplans demonstrating coordination of services among providers. These will inform on framework elements to be considered in allowing for ESG to address existing gaps in continuum services or supplement other continuum efforts.
- ◆ Service providers will identify other appropriate and available services (employment, training, education, income supports, etc.) to assist the participant to achieve stable, permanent housing as part of a Housing Stability Plan to be developed with the clients.
- ◆ Further implementation of coordinated entry is occurring as the city and county implements ESG programming and as HUD establishes requirements for such coordinated entry systems. Any victim service providers funded under the city's ESG program will not need to participate in HMIS but may use an equivalent intake and assessment system as described in 24 CFR §576.400.

### **Policies and procedures for prioritizing and determining whether HP or RR**

*Policies and procedures for determining and prioritizing which eligible families and individuals will receive homelessness prevention assistance and which eligible families and individuals will receive rapid re-housing assistance;*

Households must be assessed to determine whether or not the members are eligible to receive ESG-funded services prior to the actual delivery of those services. This assessment must consider whether homelessness prevention or rapid re-housing is the appropriate form of assistance for each eligible household that has been determined.

The initial assessment by providers must determine 24 CFR §576.2 and income eligibility and level of need (including analysis of sufficient resources or support networks) as described above in determining eligibility for assistance. Households that are judged to have the highest level of barriers to stable housing will be given priority for rapid re-housing. For homelessness prevention assistance, those households that are at most imminent threat of losing stable housing, as measured through a combination of housing costs in arrears, household size, barriers to stable housing, and projected re-housing costs, will be given priority.

Households that have sought assistance during the prior twelve months will be given lower priority than those households that have not received assistance during the prior twelve months.

### **Standards for any rent and utility costs share required of participants**

*Standards for determining what percentage or amount of rent and utilities costs each program participant must pay while receiving homelessness prevention or rapid re-housing assistance*

- ◆ Households should receive minimum level of assistance, for shortest time necessary, to stabilize housing
- ◆ Assistance prioritized to those for whom stable housing is not possible without assistance



- ◆ Flat subsidies act as an incentive for selecting lower cost housing and allow household to know exactly how much additional income is needed to be secured before the subsidy ends
- ◆ Shallow rent subsidies avoid the “cliff effect” where households cannot increase their income sufficiently to maintain housing situation when subsidy ends

**Standards for determining length of rental assistance and whether adjustments allowed and how**

*Standards for determining how long a particular program participant will be provided with rental assistance and whether and how the amount of that assistance will be adjusted over time*

- ◆ Project-based assistance must be for a lease term of a minimum of 12 months.
- ◆ Under ESG regulations, the maximum term of short term rental assistance is three months, for medium term rental assistance the maximum period is 24 months- in both instances within a three year timeframe. Assistance limit terms within these maximum limits to be determined. Evaluation and reevaluation of participant to be done by provider.
- ◆ Rental assistance cannot exceed actual rental cost plus utilities (if utilities expected to be paid by tenant), and be in compliance with HUD reasonable rental standards which will be determined through local rent survey analysis and local HUD Fair Market Rates
- ◆ Rental assistance should be flat and tied to maximum rental subsidies consistent with HUD Fair Market Rates
  - ◆ Past due rental arrears count toward rental assistance time limits and may not exceed six months of rent arrears, including any late fees on those arrears
  - ◆ Termination of assistance by the provider to be done consistent with 24 CFR §576.402
  - ◆ Late payments. The sub recipient provider must make timely payments to each owner in accordance with the rental assistance agreement. The rental assistance agreement must contain the same payment due date, grace period, and late payment penalty requirements as the program participant’s lease. The sub recipient is solely responsible for paying late payment penalties that it incurs with non-ESG funds.
  - ◆ Rental assistance may not be provided to a program participant who has been provided with replacement housing payments under the URA during the period of time covered by the URA payments. In addition, with exception for one-time payment of rental arrears on tenant’s portion of rental payment, a program participant household who is receiving either tenant-based or project-based rental assistance through other public sources is not eligible for ESG rental assistance.
  - ◆ Legally-binding, written leases required between participant and Owner unless assistance is solely for rental arrears whereby an oral agreement is permitted if such oral agreement provides the program participant an enforceable leasehold interest under state law and the agreement and rent owed are sufficiently documented by owner’s financial records, rent ledgers, or canceled checks.
  - ◆ Rental assistance payments are only made to owners by the subrecipient provider under terms set forth in a rental assistance agreement. The rental assistance

agreement must provide that during the agreement's term, the owner must provide the subrecipient provider copy of any notice to the program participant to vacate the housing unit, or any complaint used under state or local law to commence an eviction action against the program participant. These rental assistance agreements terminate and no further payments made under such agreement if

- Program participant moves out of housing unit covered by participant's housing lease;
  - The lease terminates and is not renewed; or
  - The program participant becomes ineligible to receive ESG rental assistance
- 
- ◆ No rental assistance use allowed outside of Hennepin County
  - ◆ Subrecipient providers will be responsible for adherence to the tenant-based rental and project-based rental stipulations found in 24 CFR §576.106 (h) and (i)
  - ◆ Adjustment allowances likely to be permitted subject to determination following an initial stabilization period and monthly thereafter. As income increases, housing assistance support will decrease across time. If an eligible household still requires assistance beyond ESG time limits, providers will refer such households to permanent supportive housing options.

**Standards for determining type, amount, and duration of housing stabilization/relocation services including maximum length, amount of assistance and maximum number of times for assistance**

*Standards for determining the type, amount, and duration of housing stabilization and/or relocation services to provide to a program participant, including the limits, if any, on the homelessness prevention or rapid re-housing assistance that each program participant may receive, such as the maximum amount of assistance, maximum number of months the program participant receive assistance; or the maximum number of times the program participant may receive assistance*

All households deemed eligible for ESG-funded homelessness prevention or rapid re-housing assistance will be provided three months of housing stabilization and/or relocation financial assistance services as a means to develop housing stability. Assisted household and Subrecipient provider can agree that three months of such assistance is not necessary. However, housing stability case management services cannot exceed 30 days during the period the program participant is seeking permanent housing and cannot exceed 24 months during the period the program participant is living in permanent housing.

At minimum, monthly housing stability case management meetings with participants are required after initial assessment and through the length of provided ESG assistance. These meetings may be weekly while housing is being sought. The purpose for such meetings is to evaluate and review the participant's housing plan. These meetings should also seek to further the participant's ability to retain permanent housing after the end of ESG assistance considering the participant's current and expected income and expenses; other public and private assistance for which the participant may be eligible and likely to

receive; and matching those considerations against the relative affordability of available housing suitable for the participant.

Component services and activities of housing stability case management consist of:

- ◆ Using the coordinated entry system as required under 24 CFR §576.400(d), to evaluate individuals and families applying for or receiving assistance;
- ◆ Conducting initial evaluation required under 24 CFR §576.401(a), including verifying and documenting eligibility for applying for homelessness prevention or rapid re-housing assistance;
- ◆ Counseling;
- ◆ Developing, securing, and coordinating services and obtaining federal, state and local benefits;
- ◆ Monitoring and evaluating program participant progress;
- ◆ Providing information and referrals to other providers;
- ◆ Developing an individualized housing and service plan including planning a path to permanent housing stability solutions; and
- ◆ Conduction reevaluations required under 24 CFR §576.401(b)

The activities named above fall under the housing stability case management limits for duration of services.

Expenses paid under financial assistance costs, as part of housing relocation and stabilization services are subject to the following limitations:

Subject to the general conditions under 24 CFR §576.103 and 24 CFR §576.104, ESG funds may be used to pay housing owners, utility companies, and other third parties for the following costs:

- ◆ *Rental Application Fees:* ESG funds may pay for the rental housing application fee that is charged by the owner to all applicants.
- ◆ *Security Deposits:* ESG funds may pay for a security deposit that is equal to no more than two months rent.
- ◆ *Last Month's Rent:* if necessary, to obtain housing for a participant, the last month's rent may be paid from ESG funds to the owner of that housing at the time the owner has paid the security deposit and the first month's rent. This assistance must not exceed one month's rent and must be included in calculating program participant's total rental assistance, which cannot exceed 24 months during any three-year period.
- ◆ *Utility Deposit:* ESG funds may pay for a standard utility deposit required by the utility company for all customers for the utilities listed in the utility payments section below.
- ◆ *Utility Payments:* ESG funds may pay for up to 24 months of utility payments per program participant, per service, including up to six months of utility payments in arrears, per service. A partial payment of a utility bill counts as one month. This assistance may only be provided if the program participant or a member of the same household has an account in his or her name with a utility company or proof of responsibility to make utility payments. Eligible utility services are gas, electric, water,

and sewage. No program participants shall receive more than 24 months of utility assistance within any three-year period.

- ◆ *Moving Costs:* ESG funds may pay for moving costs such as truck rental or hiring a moving company. This assistance may include payment of temporary storage fees for up to 3 months, provided that the fees are accrued after the date the program participant begins receiving assistance and before the program participant moves into permanent housing. Payment of temporary storage fees in arrears is not eligible.
- ◆ *Services Cost:* subject to general restrictions under 24 CFR §576.103 and 24 CFR §576.104, ESG funds may be used to pay the costs of providing the following services:
  - Housing Search and Placement: service or activities necessary to assist program participants in locating, obtaining, and retaining suitable permanent housing, include the following:
    - Assessment of housing barriers, needs, and preferences;
    - Development of an action plan for locating housing;
    - Housing search;
    - Outreach to and negotiation with owners;
    - Assistance with submitting rental applications and understanding leases;
    - Assessment of housing for compliance with ESG requirements for habitability, lead-based paint, and rent reasonableness;
    - Assistance with obtaining utilities and making moving arrangements; and
    - Tenant counseling.

ESG-funded homelessness prevention and rapid re-housing services will be administered with a focus on helping households transition from housing instability towards stability. This will be accomplished by subrecipient providers assessing barrier levels and assets of participants to assemble a plan for housing stability that uses eligible ESG-funded services in amounts and for durations that can lead to housing stability within ESG program limits. Following the end of a three month stabilization period, housing stability reassessment will occur every three months.

## **7. ESG Sub-award Process**

The City of Minneapolis will periodically issue Request for Proposals (RFP) for shelter rehabilitation and street outreach while Hennepin County will issue periodic RFPs for Rapid Re-housing services. The RFPs will be consistent with the priorities and standards listed above. The City will distribute the RFPs to agencies servicing Minneapolis and post on the city of Minneapolis website. A committee of City representatives with invited County staff, and other knowledgeable community representatives including to the extent possible, a person who is/was homeless will review proposals and recommend shelter and street outreach project selections. Recommendations will be communicated to the Continuum of Care. The City's Community Planning and Economic Development Department will present funding determinations to the Minneapolis City Council for final approval. The Request for Proposal process has been used extensively by the City of Minneapolis to select contractors. Applicants will be judged on the experience and capacity of their agency, and on the feasibility and appropriateness of their proposal and demonstration to meet federal and local mandates, including their ability to

service ESG funds to those at or below 30 percent of metro median income. Additional qualifying criteria will include but not be restricted to ability to assist the City in providing one-for-one qualifying funding match for the ESG award.

The RFPs will be designed to select applicants who can work within a broad network of homelessness prevention and rapid re-housing resources that address ESG guidelines and local priorities supporting the strategic goals of Hennepin Continuum of Care. Awards made under the grant will be enforced through a contract outlining ESG program requirements.

**8. Homeless Participation Requirements**

As described above with the description of the Hennepin Continuum of Care Executive Committee composition and the committees and subcommittees that serve under it, the City meets the requirements of 24 CFR §576.405 (b).

Sub recipients of ESG funds will be required to involve those who are homeless or formerly homeless in the development and delivery of ESG-funded projects and activities to the maximum extent practicable.

**9. ESG Performance Standards**

The following ESG performance standards for evaluation were developed in consultation with Continuum of Care and will be reviewed and revisited with the Continuum of Care periodically.

<b>Rapid Re-housing Outcomes</b>
<ul style="list-style-type: none"> <li>95% of participants will complete an intake within 7 days of referral to the rapid rehousing provider</li> </ul>
<ul style="list-style-type: none"> <li>90% of participants will obtain housing in fewer than 38 days from intake</li> </ul>
<ul style="list-style-type: none"> <li>25% of participants will increase their income through employment from program entry to exit</li> </ul>
<ul style="list-style-type: none"> <li>80% of all participants will be stably housed at program exit</li> </ul>
<ul style="list-style-type: none"> <li>85% of participants who were stably housed at exit will not enter shelter within 6 months after their exit from rapid rehousing assistance</li> </ul>
<ul style="list-style-type: none"> <li>75% of participants who were stably housed at exit will not enter shelter within 12 months after their exit from rapid rehousing assistance</li> </ul>

<b>Emergency Shelter Outcomes</b>
<ul style="list-style-type: none"> <li>• The building must be maintained as an emergency shelter for homeless people for a period of either 3 or 10 years depending on the degree of renovation and the value of the building</li> </ul>
<ul style="list-style-type: none"> <li>• Shelters assisted must at minimum meet the shelter and housing standards as outlined in 24 CFR 576.403, as well as state and local government safety and sanitation standards, as applicable, including the requirements for lead-based paint and energy-efficient appliances</li> </ul>

<b>Street Outreach Outcomes</b>
<ul style="list-style-type: none"> <li>• 50% of unsheltered individuals are connected to housing, health care and services</li> </ul>
<ul style="list-style-type: none"> <li>• Identify high frequency uses of emergency services</li> </ul>
<ul style="list-style-type: none"> <li>• Reduce livability crimes</li> </ul>