

HOUSING & COMMUNITY DEVELOPMENT ACT COMMITTEE

Tuesday, March 21, 2017

7:00 pm

Lorraine H. Morton Civic Center, 2100 Ridge Avenue
Room 2402

AGENDA

- I. CALL TO ORDER / DECLARATION OF QUORUM**
- II. APPROVAL OF MEETING MINUTES FOR NOVEMBER 15, 2016.**
- III. PUBLIC INPUT ON THE DRAFT 2016 CONSOLIDATED ANNUAL PERFORMANCE AND EVALUATION REPORT (CAPER)**
- IV. VOTE TO RECOMMEND APPROVAL OF CAPER BY CITY COUNCIL AT MARCH 27, 2017 MEETING**
- V. REQUEST FROM HOUSING OPPORTUNITY DEVELOPMENT CORPORATION FOR HOUSING REHAB ASSISTANCE FOR 743 BRUMMEL STREET, A 13-UNIT AFFORDABLE RENTAL PROJECT**
- VI. OTHER PUBLIC COMMENT**
- VII. STAFF REPORTS**
- VIII. ADJOURNMENT**

The next meeting of the Housing & Community Development Act Committee is scheduled for Tuesday, April 18, 2017 in Room 2402.

Order of agenda items is subject to change

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DRAFT

MEETING MINUTES

HOUSING & COMMUNITY DEVELOPMENT ACT COMMITTEE

Tuesday, November 15, 2016

7:00 P.M.

Lorraine H. Morton Civic Center, 2100 Ridge Avenue, Room 2402

Members Present: Ald. Rainey, Ald. Holmes, Ald. Wilson, C. Goddard, G. Mackey, M. Miro

Members Absent: Ald. Braithwaite, Ald. Miller, S. Jones, J. Sanke

Presiding Member: Ald. Rainey, Committee Chair

Staff: S. Flax, N. Holden-Corbett

Call to Order / Declaration of Quorum

Chair Rainey declared a quorum of the Housing and Community Development Act Committee and called the meeting to order at 7:06 pm.

Approval of Meeting Minutes for July 19, September 8, September 20, and September 27, 2016.

C. Goddard noted corrections needed to the spelling of a committee member's name and also of attendance at the September 8 meeting and moved approval with those changes, G. Mackey seconded the motion and the motion was approved unanimously.

Public Hearing for Input on the Draft 2017 Action Plan

Chair Rainey opened the floor for input on the draft 2017 Action Plan from the five people in attendance at the meeting. Sue Loellbach, with Connections for the Homeless, read a prepared statement in support of the draft Action Plan that thanked the City for developing the plan and noted the need for more housing affordable to households at 30 and 50% of the area median income, support for the use of Rapid Re-housing funds to provide bridge housing for people on the waiting list for permanent supportive housing, in support of the Suburban Cook County Continuum of Care's Coordinated Entry process, use of HOME funds for acquisition and renovation of affordable rental units, and incentives for landlords to work with the City and non-profits to get more households into rental housing.

Other persons in attendance said that they were attending as interested Evanston residents and did not have any input.

Staff provided a brief summary of the following input that had been received in advance of the meeting:

- Email from Mary Brugliera suggesting that the City invite Habitat for Humanity to work on affordable housing in Evanston. A group was active in Evanston

some 20 years ago and NU students are involved in projects outside of Evanston.

- Twitter message from Tony Nguyenn asking for more bike lanes.
- Email from Kristin Lems about the need for a walk button at Emerson St and Dodge Ave.
- Two emails from Chris Haller offering a free trial of CiviComent.

Committee Discussion of the Draft 2017 Action Plan; Vote to recommend Approval to City Council Following Receipt of 2017 Entitlement Grant Amounts

Chair Rainey requested staff to explain next steps with the Action Plan. Staff noted that all public input would be included in an updated draft 2017 Action Plan and posted on the website. As in recent years, HUD has directed entitlement communities to wait to submit their Action Plans until 2017 grant amounts are determined. Following direction from HUD, the City's draft 2017 Action Plan contains specific language of how funding allocations will be modified once actual grant amounts are known to expedite submission of the City's Action Plan by avoiding a second 30-day public comment period that would otherwise be required. Because the City's fiscal year begins on January 1, the delay in federal budgets and appropriations makes it impossible for the City to implement activities in a timely manner if the Action Plan were to be developed following the City's receipt of its grant amounts.

Chair Rainey invited a motion to recommend approval of the draft 2017 Action Plan to City Council following receipt of the City's entitlement grant amounts. C. Goddard moved approval, Ald. Wilson seconded the motion and it was approved unanimously.

Public Comment

A member of the public asked for background on the City's CDBG, HOME and ESG funding. Staff provided a brief overview of prior funding.

Staff Reports

Staff explained that the estimates used in the development of the draft 2017 Action Plan were conservative and consistent with estimates used in prior years funding. This is particularly important for CDBG, for which estimated funding for specific agencies, projects and programs are made. HOME and ESG funding is allocated to eligible activities, with allocations to specific programs or projects finalized subsequent to receipt of those grant amounts.

Adjournment

There being no further business, Chair Rainey called for a motion to adjourn. It was moved by G. Mackey, seconded by C. Goddard and passed unanimously. The meeting was adjourned at 7:55 pm.

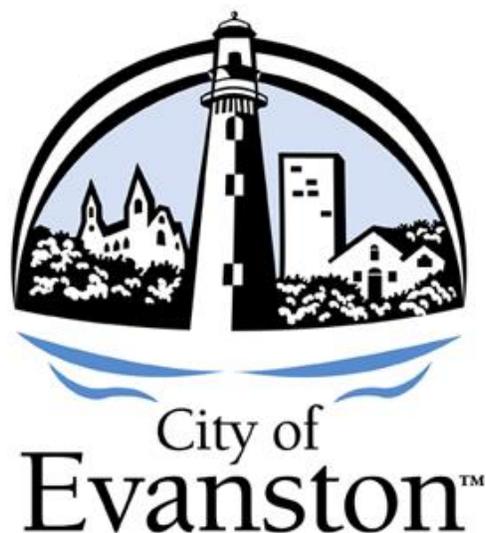
Respectfully submitted,

Sarah K. Flax
Housing and Grants Administrator

FY2016 Consolidated Annual Performance and Evaluation Report



For Public Comment
March 3, 2017 – DRAFT REPORT
Updated March 9, 2017



CR-05 - Goals and Outcomes

Progress the jurisdiction has made in carrying out its strategic plan and its action plan. 91.520(a)

This could be an overview that includes major initiatives and highlights that were proposed and executed throughout the program year.

The 2016 program year was the second year of the City's 2015-2019 Consolidated Plan. All programs and projects funded in the City of Evanston's FY 2016 (January 1 to December 31, 2016) were identified as high or medium need in the Consolidated Plan. All funded activities served primarily low/moderate income persons by supporting housing needs, providing needed services and by improving the quality of life for low- and moderate-income individuals, families and households in Evanston. Community Development Block Grant (CDBG), HOME Investment Partnerships (HOME) and Emergency Solutions Grant (ESG) activities reported in the CAPER are categorized by the national objective they address (providing decent housing, suitable living environment or economic opportunity) and the outcome they achieve (availability/accessibility, affordability or sustainability. One project of note is the comprehensive rehab of two Housing Authority of Cook County (HACC) apartment buildings, a long time goal of the HACC and the City. This project was primarily funded with Low Income Housing Tax Credits. The City contributed \$150,000 of HOME funds, working with Cook County as a collaborative project between two Participating Jurisdictions that enabled Cook County to provide over \$3 million to the project. A second is resurfacing deteriorated residential streets in low/moderate income residential neighborhoods using CDBG, which is the highest priority infrastructure need identified in the Consolidated Plan. In addition, a new Economic Development program to provide technical assistance to small businesses and start-ups assisted 71 micro-enterprises/entrepreneurs in three 12-week, 36-hour course sessions in business planning and management in the City's Neighborhood Revitalization Strategy Area (NRSA). This partnership with Sunshine Enterprises, a non-profit located on Chicago's south side, has significantly exceeded the Consolidated Plan goal of assisting 8 businesses.

Comparison of the proposed versus actual outcomes for each outcome measure submitted with the consolidated plan and explain, if applicable, why progress was not made toward meeting goals and objectives. 91.520(g)

Categories, priority levels, funding sources and amounts, outcomes/objectives, goal outcome indicators, units of measure, targets, actual outcomes/outputs, and percentage completed for each of the grantee's program year goals.

Goal	Category	Source / Amount	Indicator	Unit of Measure	Expected – Strategic Plan	Actual – Strategic Plan	Percent Complete	Expected – Program Year	Actual – Program Year	Percent Complete
Affordable Housing	Affordable Housing	CDBG: \$ / HOME: \$ / LIHTC: \$ / Tax Credits: \$	Rental units rehabilitated	Household Housing Unit	175	192	109.71%	156	185	118.59%
Affordable Housing	Affordable Housing	CDBG: \$ / HOME: \$ / LIHTC: \$ / Tax Credits: \$	Homeowner Housing Rehabilitated	Household Housing Unit	45	6	13.33%	12	4	33.33%
Affordable Housing	Affordable Housing	CDBG: \$ / HOME: \$ / LIHTC: \$ / Tax Credits: \$	Housing for Homeless added	Household Housing Unit	0	0		0	0	
Affordable Housing	Affordable Housing	CDBG: \$ / HOME: \$ / LIHTC: \$ / Tax Credits: \$	Housing for People with HIV/AIDS added	Household Housing Unit	0	0		0	0	
Affordable Housing	Affordable Housing	CDBG: \$ / HOME: \$ / LIHTC: \$ / Tax Credits: \$	Buildings Demolished	Buildings	5	1	20.00%	1	0	0.00%

Affordable Housing	Affordable Housing	CDBG: \$ / HOME: \$ / LIHTC: \$ / Tax Credits: \$	Housing Code Enforcement/Foreclosed Property Care	Household Housing Unit	10000	5182	51.82%	2000	1153	57.65%
Creating Livable Communities	Non-Housing Community Development	CDBG: \$	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	125000	71003	56.80%	25000	14447	57.79%
Creating Livable Communities	Non-Housing Community Development	CDBG: \$	Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit	Households Assisted	25	1	4.00%			
Economic Development	Non-Housing Community Development	CDBG: \$	Facade treatment/business building rehabilitation	Business	2	0	0.00%			
Economic Development	Non-Housing Community Development	CDBG: \$	Jobs created/retained	Jobs	20	0	0.00%			
Economic Development	Non-Housing Community Development	CDBG: \$	Businesses assisted	Businesses Assisted	8	71	887.50%	5	71	1,420.00%

Homelessness	Homeless	CDBG: \$10000 / HOME: \$ / ESG: \$ / Competitive McKinney-Vento Homeless Assistance Act: \$	Tenant-based rental assistance / Rapid Rehousing	Households Assisted	120	49	40.83%	30	30	100.00%
Homelessness	Homeless	CDBG: \$10000 / HOME: \$ / ESG: \$ / Competitive McKinney-Vento Homeless Assistance Act: \$	Homeless Person Overnight Shelter	Persons Assisted	1850	685	37.03%	300	386	128.67%
Homelessness	Homeless	CDBG: \$10000 / HOME: \$ / ESG: \$ / Competitive McKinney-Vento Homeless Assistance Act: \$	Homelessness Prevention	Persons Assisted	100	28	28.00%	5	9	180.00%

Homelessness	Homeless	CDBG: \$10000 / HOME: \$ / ESG: \$ / Competitive McKinney- Vento Homeless Assistance Act: \$	Other	Other	1750	542	30.97%	200	415	207.50%
Planning and Administration	Planning and Administration	CDBG: \$ / HOME: \$ / ESG: \$	Other	Other	1	1	100.00%			
Public Services	Non-Homeless Special Needs Non-Housing Community Development	CDBG: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	17500	9046	51.69%	3000	30712	1,023.73%
Public Services	Non-Homeless Special Needs Non-Housing Community Development	CDBG: \$	Homeless Person Overnight Shelter	Persons Assisted	0	76		0		

Table 1 - Accomplishments – Program Year & Strategic Plan to Date

Assess how the jurisdiction's use of funds, particularly CDBG, addresses the priorities and specific objectives identified in the plan, giving special attention to the highest priority activities identified.

Affordable Housing is the highest priority in the City's Consolidated Plan. The City has already exceeded its five-year goals for rental units rehabilitated with the completion of HACC project noted above and an emergency replacement of a failed sewer lateral for a 33-unit rental property for persons with disabilities through the City's CDBG Housing Rehab program. However, rehab of affordable rental, particularly small buildings, remains an important need. Rehab of owner occupied units through the CDBG Housing Rehab Program is under its unit goals in part due to rehabs being much more comprehensive than anticipated. In 2016, four projects initiated in 2015 comprising four ownership units and one rental unit were completed. Three more projects got underway in 2016 and will be completed in 2017. In addition, CDBG funded inspections performed in the CDBG Target Area identified code violations in 515 housing units that were remedied and re-inspected, helping maintain decent and safe housing. CDBG funds were used to correct violations in 39 of those units. In addition, the City's first HOME funded Tenant-Based Rental Assistance (TBRA) project, benefiting 22 households with children under the age of 18, was completed. The City funded a new TBRA activity in 2016 based on the success of that program at helping families achieve self sufficiency and housing stability.

Public facility and Infrastructure improvements undertaken in 2016 included alley paving, street resurfacing and SNAP lighting projects in primarily low/moderate income neighborhoods. New lighting was installed at Foster Field in the NRSA; this project began in 2015 and was completed in 2016. Other public facilities projects completed include window replacement at PEER Services' facility; that agency provides substance abuse counseling and treatment. Family Focus replaced the gym floor at its Weissbourd-Holmes Center, an important neighborhood facility in the NRSA.

A new Economic Development program, Sunshine Enterprises, provided technical assistance to 71 micro-enterprises/entrepreneurs in the City's NRSA, bringing much needed resources to support business development there. CDBG will continue to support this program in 2017, building on that success.

The City funded an emergency overnight shelter in cold weather to address needs of unsheltered homeless people resulting from reductions in State funding. The City successfully directed more ESG funding to Rapid Re-housing, however, the number of persons served did not increase proportionately because longer and deeper subsidies were needed due to the high cost of rental in Evanston.

Thirteen Public Services programs serving a wide range of needs and age groups were funded in 2016. Accomplishments for all excepting Graffiti Removal are shown in the charts above; please note that Public Services accomplishments are significantly higher than estimated due to the

inclusion of Graffiti Removal, which is undertaken in the CDBG Target Area and qualified on a low/mod income area basis. Its accomplishments were not included in the Consolidated Plan in this goal or in the 2015 CAPER, as noted in that document, but are included this year following guidance on the CAPER released in April 2016. More detail about individual activities is provided in the attached narrative.

CR-10 - Racial and Ethnic composition of families assisted

Describe the families assisted (including the racial and ethnic status of families assisted).

91.520(a)

	CDBG	HOME	ESG
White	910	61	116
Black or African American	1,495	100	233
Asian	108	4	7
American Indian or American Native	5	0	3
Native Hawaiian or Other Pacific Islander	3	2	2
Total	2,521	167	361
Hispanic	328	8	20
Not Hispanic	2,125	159	132

Table 2 – Table of assistance to racial and ethnic populations by source of funds

Narrative

In addition to the people assisted shown in the chart above, 377 more individuals, 84 of whom are Hispanic, were assisted with CDBG. Of these, 333 classified themselves as Other/multi-racial, 21 identified as Asian & White and 23 identified as Black/African American & White. This is consistent with increases in multi-racial individuals seen in recent years in census and American Community Survey. It also results in an underreporting of Hispanics in the table above. Additionally, of the 372 people assisted with ESG, 11 are not included in the chart above because 1 identified as American Indian/Alaska Native, 5 identified as Multiple races, and 5 responded as didn't know/refused to answer.

Demographics for HOME comprise persons renting units on which rehab was completed in 2016 and TBRA client households assisted by the program funded in 2013 which was completed in 2016. TBRA client households in the renewed program funded in 2016 are not reflected as that activity is still open. Demographic information for ESG reflects the information uploaded in the eCart and provided by the YWCA Evanston/North Shore, a domestic shelter provider that uses a comparable database rather than HMIS, as permitted for domestic violence programs.

CR-15 - Resources and Investments 91.520(a)

Identify the resources made available

Source of Funds	Source	Resources Made Available	Amount Expended During Program Year
CDBG		4,200,000	2,183,093
HOME		570,000	245,408
ESG		397,000	106,218
Other	County HOME		
Other	Evanston Affordable Housing Fund	800,000	226,207
Other	MHB Funds	2,100,000	767,055

Table 3 - Resources Made Available

Narrative

The City of Evanston expended \$2,534,719.60 in HUD federal entitlement funds in the 2016 program year, comprising: \$2,183,092.74 in Community Development Block Grant (CDBG) funds including carryover funds allocated to activities in prior years or reallocated to new activities in 2016; \$245,408.46 in HOME Investment Partnership (HOME) funds; \$106,218.40 in Emergency Solutions Grant (ESG) funds, \$226,207 in Affordable Housing Fund, and \$767,055 in Mental Health Board Funds.

Identify the geographic distribution and location of investments

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description
CDBG TARGET AREA	40	16	see attached map of CDBG Target Area
Entire Jurisdiction	20	39	Entire area covered by the City of Evanston
Entire Jurisdiction	40	39	Entire area covered by the City of Evanston
Evanston NRSA - Proposed	20	45	see attached map of NRSA
Evanston NRSA - Proposed	40	45	see attached map of NRSA

Table 4 – Identify the geographic distribution and location of investments

Narrative

Of all CDBG funds expended in 2016, 45% was expended in Evanston's Neighborhood Revitalization Strategy Area (NRSA), 16% in the CDBG Target Area, and 39% in the rest of the jurisdiction. It is worth noting that the Target Area includes the entire NRSA, so technically 61% of all 2016 funds were

expended on projects and programs within its boundaries.

CDBG resources were focused in the City's NRSA, which was approved as part of the 2015-2019 Consolidated Plan and represents the area of greatest need in our community. Evanston's low- and moderate-income residents, as well as the majority of its minority residents, are concentrated in this area. Public facilities improvements included alley and street paving, SNAP lighting and public facilities improvements, as well as micro-enterprise assistance. In addition, the CDBG Target Area, comprising 24 census block groups primarily in west and south Evanston, defines the geographic area for two programs, CDBG Targeted Code Enforcement and Graffiti Removal, which are qualified on a low/moderate-income area benefit.

The NRSA comprises parts of four census tracts, a total of nine census block groups. They are: census tract 8093, block groups 2 and 3; 8092, block groups 1, 2, and 3; 8096, block groups 2 and 3; and 8097, block groups 2 and 3. The boundaries of this area are generally the Metropolitan Water Reclamation District North Shore Channel to the north and west, Sherman Avenue to the east down to Emerson Street, then Ashland Avenue south to Main Street, which forms the southern border.

Leveraging

Explain how federal funds leveraged additional resources (private, state and local funds), including a description of how matching requirements were satisfied, as well as how any publicly owned land or property located within the jurisdiction that were used to address the needs identified in the plan.

Evanston received \$2,025,551 in HUD federal entitlement funds in the 2016 program year, \$1,603,225 in Community Development Block Grant (CDBG) , \$277,867 in HOME Investment Partnership (HOME) funds , and \$144,459 in Emergency Solutions Grant (ESG) funds. Together, with unexpended CDBG, HOME and ESG funds from prior years, plus CDBG and HOME program income totaling \$232,304, and unexpended prior year resources totaling \$2,020,700 for eligible activities in 2016. The City expended a total of \$2,565,478 in the 2016 program year to assist low- and moderate-income residents through housing and community development programs and projects.

Federal funding leveraged private, state and local funds and enabled the City of Evanston to serve those with the greatest need at the highest capacity. Additionally, federal funds served as gap financing for City programs or service provider applications that required additional funding in order to have their program, project, or service come to fruition. The grant money provided by HUD enabled organizations and the City to successfully meet the needs of the community's most vulnerable members. The City also provided \$767,055 from the general fund which was distributed via the Mental Health Board funding process to social service agencies working to provide legal, mental health, senior care, and child care services in addition to basic needs. Several of the agencies assisted also received CDBG funds. Additionally, the City contracts with Presence Behavioral Health to offer clinical and 24-hour crisis services and other crisis intervention needs.

ESG funds have been matched on a one-to-one basis using Mental Health Board funds from the City's general fund, state funds, and other resources including in-kind contributions, depending on the agencies funded, to meet the match requirement. ESG funds have a required match of 100%; each agency receiving funds met their match requirement as shown in Table 6.

See below for HOME matching funds. The City is required to provide a 25% match for HOME funds drawn down between October 1, 2015 and September 30, 2016, the federal fiscal year. All match obligations were exceeded by over 400%.

Fiscal Year Summary – HOME Match	
1. Excess match from prior Federal fiscal year	2,622,688
2. Match contributed during current Federal fiscal year	10,782,671
3. Total match available for current Federal fiscal year (Line 1 plus Line 2)	13,405,359
4. Match liability for current Federal fiscal year	49,113
5. Excess match carried over to next Federal fiscal year (Line 3 minus Line 4)	13,356,246

Table 5 – Fiscal Year Summary - HOME Match Report

Match Contribution for the Federal Fiscal Year								
Project No. or Other ID	Date of Contribution	Cash (non-Federal sources)	Foregone Taxes, Fees, Charges	Appraised Land/Real Property	Required Infrastructure	Site Preparation, Construction Materials, Donated labor	Bond Financing	Total Match
1066 Tenant-Based Rental Assistance	09/15/2016	51,335	0	0	0	0	0	0
1107 HACC Senior Redevelopment	09/22/2016	10,731,336	0	0	0	0	0	0

Table 6 – Match Contribution for the Federal Fiscal Year

HOME MBE/WBE report

Program Income – Enter the program amounts for the reporting period				
Balance on hand at beginning of reporting period \$	Amount received during reporting period \$	Total amount expended during reporting period \$	Amount expended for TBRA \$	Balance on hand at end of reporting period \$
0	0	0	0	0

Table 7 – Program Income

Minority Business Enterprises and Women Business Enterprises – Indicate the number and dollar value of contracts for HOME projects completed during the reporting period						
	Total	Minority Business Enterprises				White Non-Hispanic
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	
Contracts						
Dollar Amount	18,526,184	0	0	0	0	18,526,184
Number	1	0	0	0	0	1
Sub-Contracts						
Number	44	0	2	3	7	32
Dollar Amount	12,365,182	0	1,034,289	1,716,518	4,909,188	4,705,187
	Total	Women Business Enterprises	Male			
Contracts						
Dollar Amount	18,526,184	0	18,526,184			
Number	1	0	1			
Sub-Contracts						
Number	44	2	42			
Dollar Amount	12,725,180	359,998	12,365,182			

Table 8 – Minority Business and Women Business Enterprises

Minority Owners of Rental Property – Indicate the number of HOME assisted rental property owners and the total amount of HOME funds in these rental properties assisted						
	Total	Minority Property Owners				White Non-Hispanic
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	
Number	0	0	0	0	0	0
Dollar Amount	0	0	0	0	0	0

Table 9 – Minority Owners of Rental Property

Relocation and Real Property Acquisition – Indicate the number of persons displaced, the cost of relocation payments, the number of parcels acquired, and the cost of acquisition

Parcels Acquired		0	0			
Businesses Displaced		0	0			
Nonprofit Organizations Displaced		0	0			
Households Temporarily Relocated, not Displaced		0	0			
Households Displaced	Total	Minority Property Enterprises				White Non-Hispanic
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	
Number	0	0	0	0	0	0
Cost	0	0	0	0	0	0

Table 10 – Relocation and Real Property Acquisition

CR-20 - Affordable Housing 91.520(b)

Evaluation of the jurisdiction's progress in providing affordable housing, including the number and types of families served, the number of extremely low-income, low-income, moderate-income, and middle-income persons served.

	One-Year Goal	Actual
Number of Homeless households to be provided affordable housing units	20	30
Number of Non-Homeless households to be provided affordable housing units	32	14
Number of Special-Needs households to be provided affordable housing units	1	34
Total	53	78

Table 11 – Number of Households

	One-Year Goal	Actual
Number of households supported through Rental Assistance	35	39
Number of households supported through The Production of New Units	0	0
Number of households supported through Rehab of Existing Units	18	189
Number of households supported through Acquisition of Existing Units	0	0
Total	53	228

Table 12 – Number of Households Supported

Discuss the difference between goals and outcomes and problems encountered in meeting these goals.

The HOME TBRA activity that began in 2013 was completed in 2016. This program helped 22 families with rental assistance over the course of three years. In 2016, the City renewed funding for the program. However, these households will not be reported as accomplishments until the activity is completed in 2018. Additionally, subrecipients' report information for ESG is by individual and not household.

Discuss how these outcomes will impact future annual action plans.

The City's goals, as defined by the 2015-2019 Consolidated Plan, were established before the reporting protocols were known. As a result, some activities, such as HOME TBRA, do not report accomplishments on the same basis as the goals were established.

Include the number of extremely low-income, low-income, and moderate-income persons served by each activity where information on income by family size is required to determine the eligibility of the activity.

Number of Persons Served	CDBG Actual	HOME Actual
Extremely Low-income	27	118
Low-income	7	38
Moderate-income	2	7
Total	36	163

Table 13 – Number of Persons Served

Narrative Information

The City focused its HOME funding on 30% AMI households to address an area of greatest need. In addition, the CDBG rehab of the Hill Arboretum Apartments maintained 33 units of housing for residents and the rehab of Rimland's property maintained decent housing for residents with disabilities/special needs, which is also a high priority housing need.

CR-25 - Homeless and Other Special Needs 91.220(d, e); 91.320(d, e); 91.520(c)

Evaluate the jurisdiction's progress in meeting its specific objectives for reducing and ending homelessness through:

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

HUD requires the use of a Homeless Management Information System (HMIS) to track demographic data and social services for individuals and households served with CoC and ESG funds. The system tracks clients and services provided, helps prevent duplication of services, shows client and program characteristics and tracks outcomes. HMIS is a valuable tool for agencies and funders, including the City, which uses data collected to generate reports for the federal government. In addition, the use of local funds to support HMIS provides a critical part of the 20% match requirement for Continuum of Care funding from HUD. The City also contributed \$18,500 from the Affordable Housing Fund to support HMIS.

The Evanston agencies using HMIS are Connections for the Homeless, Housing Options for the Mentally Ill, Housing Opportunity Development Corporation, and the McGaw YMCA. The YWCA Evanston/North Shore serves victims of domestic violence and is exempt from using HMIS, but is responsible for collecting comparable data on all clients served with ESG funding in its database for reporting purposes. Additionally, the City works with the Alliance to End Homelessness in Suburban Cook County and participates in the Coordinated Entry Committee with other municipalities and service providers to understand available services, the scope of homelessness in our Continuum of Care, gaps in services, and how to best combine resources to maximize impact. The City's Health & Human Services Department uses the HMIS database to get a more complete picture of the needs and resources allocated to help people who are homeless or at high risk of homelessness and avoid duplication of services.

Connections for the Homeless is Evanston's largest provider of services to the homeless population, including the unsheltered homeless. Their Street Outreach Program accomplishments are lower than estimated for 2016 because drop-in services such as showers and laundry offered five days a week were closed in 2015 due to State budget cuts. They were reopened in April 2016 using privately raised funds but only for three hours on Tuesday and Thursday afternoons. Street Outreach services remain in jeopardy due to lack of State funding. The Outreach Program currently has case managers that develop individualized case plans for each client and assist them to obtain housing and services that may include employment counseling/placement, health services, substance abuse counseling and education. The Outreach program at Connections served 385 people in 2016. This number is a significant reduction from previous years which can be attributed to the reduction in hours.

Addressing the emergency shelter and transitional housing needs of homeless persons

The City of Evanston used ESG funds for emergency and transitional shelter for homeless individuals and families, or those threatened with homelessness, as well as for case management services, job counseling and placement/follow-up assistance for homeless adults. Mental health and substance abuse services are also provided to stabilize homeless individuals' lives while they seek employment and housing. Housing Options and Connections for the Homeless provide transitional and permanent supportive housing and services for individuals who would likely otherwise be homeless. Evanston does not have dedicated housing for persons with HIV/AIDS. In addition, two Intermediate Care Facilities are located in Evanston; Albany Care and Greenwood Care have 417 and 145 beds, respectively, for persons with mental illness. Both are licensed by the State of Illinois and work with people who are dually diagnosed with a mental health illness and substance abuse.

CDBG funds supported Interfaith Action's emergency overnight shelter during nights of extreme cold and a year round hospitality center. City funds supported street outreach and homeless stabilization services offered by Connections for the Homeless. Funding for outreach and stabilization services helped address a critical need as the agency's day services program closed in 2015 due to a lack of funding, but reopened in April 2016 with limited hours. Connections engaged 154 individuals while Interfaith Action provided shelter to 76 individuals.

Hilda's Place (Connections for the Homeless' 20-bed transitional shelter) and the YWCA Evanston-North Shore's 32-bed domestic violence shelter are supported by the City with ESG and Mental Health Board funds. Each provides shelter for up to 90 days. Hilda's Place served 90 homeless adults and the YWCA served 220 domestic violence victims.

Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: likely to become homeless after 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); and, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs

The City used ESG funds for re-housing as its primary strategy to reduce the amount of time that individuals and families (chronically homeless, families with children, veterans and their families, and unaccompanied youth) experience homelessness or spent time unstably housed. ESG funds for homeless prevention address preventing individuals and families who were recently homeless or unstably housed from becoming homeless again. The McGaw YMCA offers 172 transitional housing units with varying room rates. ESG-supported programs are required to provide case management and supportive services, and to connect clients with additional resources to increase their likelihood of achieving long-term housing stability. ESG-funded clients receive follow-up contact to determine their housing status 6 and 18 months after termination of assistance as required and provide additional supports as needed to prevent households from becoming homeless again, as well as determine program outcomes. Connections served 299 total households across all programs; this is a decrease

from last year and due to the close of EntryPoint, the agency's drop-in services. EntryPoint reopened and will also serve as a coordinated entry point in 2017 using a combination of City, ESG, federal and private funding.

YWCA Domestic Violence Services served 220 individuals in 2016. In addition, 23 persons were served using rapid re-housing funds in 2016; 8 were housed. In September the City received notice that, starting in October, grantees would be required to use fair market rent values when assisting ESG recipients. Evanston is a high rent area; all units available commanded rents significantly above the rates defined by fair market calculations. This alteration meant that several households looking for housing were unable to find units in Evanston; participants continue to receive case management services and may be housed in 2017 now that small area rent rates have been reinstated.

The City used HOME funds for Tenant Based Rental Assistance to address both the shortage of available affordable units, particularly for larger households, and the inability of some households to pay rents generally considered affordable due to the lack of availability to earn a living wage. Households with children under the age of 18, including those with children enrolled in Evanston schools, that are doubled-up/unstably housed (category 2 in the new definition of homeless) are the priority population served by this program. However, finding affordable units capable of housing a large family is a challenge. Heads of households in the TBRA program receive education/job training in addition to rental assistance in order to develop the ability to earn living wages to maintain market rate housing independent of a subsidy.

In addition to providing General Assistance to qualified individuals, the City also provides a one time Emergency Assistance grant not to exceed \$1,000 to households that suffered a financial crisis that puts it in immediate risk of homelessness. The City served approximately 139 individuals monthly in 2016 through these programs. The City also noticed an increase in the number of adults sharing living arrangements and rental expenses. In a continued effort to address Evanston's high area rental market and to help those in need of assistance, the City will increase the amount of General Assistance available for rental subsidies in 2017.

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

Evanston has two large Intermediate Care Facilities with a total of 562 beds whose residents are being evaluated for the capacity to live in community-based settings according to the terms of the Williams Consent Decree. City staff works with mental health agencies and the State of Illinois to identify potential housing options for eligible clients who choose to live in Evanston. The Alliance to End Homelessness in Suburban Cook County has a working group that is developing discharge policies and

procedures for the region. In addition, the Housing, Homelessness & Human Relations Commission is evaluating whether to form a local discharge planning working group to look at community needs and policies that relate to the transition of households from publicly funded institutions and hospitals.

ESG Prevention funds are used as described previously to help households with incomes below 30% of area median income avoid becoming homeless and re-housing funds are used to help low-income households achieve housing stability. All agencies receiving ESG funds are required to connect households to mainstream benefits as available and appropriate for their needs. In addition, the City's Mental Health Board (MHB) evaluates the effectiveness of collaborations/referrals of agencies applying for funds as a criterion for funding. One of the responsibilities of the MHB is to maintain and expand the coordination of community resources that are not under city control, and look for gaps in services and ways to improve efficiency.

CR-30 - Public Housing 91.220(h); 91.320(j)

Actions taken to address the needs of public housing

There are 566 households in the Housing First Voucher Program who currently live in Evanston. The majority of units owned by the Housing Authority of Cook County (HACC) in Evanston are for seniors and people with disabilities. In 2016, HACC completed the substantial rehab of Walchirk and Perlman public housing developments in Evanston.

City HOME funds of \$150,000 were combined with over \$3 million in Cook County HOME in this collaborative project for which the total budget is over \$20 million; the primary source of funding is Low Income Housing Tax Credits. Rehab includes updated mechanical and structural systems, such as plumbing, HVAC, and masonry. Individual apartments will also be modernized. All units are reserved for low-income senior households and for persons with disabilities.

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

The HACC has a Resident Advisory Board (RAB) established at one of its senior/disabled buildings in Evanston, the Walchirk Apartments. Some of the RAB's functions include, but are not limited to: assisting residents with access to computers, and offering in-house services such as change for laundry, copies, and postage. Residents from both Perlman and Walchirk are working with HACC's Resident Advisory Board to set up tenant councils at each building. No formal election has taken place as of yet, but the tenants are having their own informal meetings to discuss and plan while working with HACC's Resident Advisory Board.

HACC's Resident Services Coordinators work closely with other agencies such as the Levy Center to help our clients enhance their lives. Additional services are always being considered and added when possible.

Actions taken to provide assistance to troubled PHAs

The HACC is not designated as troubled.

CR-35 - Other Actions 91.220(j)-(k); 91.320(i)-(j)

Actions taken 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. 91.220 (j); 91.320 (i)

Evanston's City Council passed a new Inclusionary Housing Ordinance in November 2015 that requires all residential projects with five or more units in Transit Oriented areas, and ten or more units in non-Transit Oriented areas to have ten percent of total units affordable to households or to pay a fee in lieu of affordable units on-site of up to \$100,000 per unit. Fees in lieu will be deposited in the City's Affordable Housing Fund and will be used to develop or maintain affordable housing and provide housing related services to households whose incomes do not exceed 120% of the area median income. Developments with affordable units on site are eligible for height, unit and FAR bonuses, as well as reduced parking requirements. The new ordinance went into effect January 1, 2016.

Actions taken to address obstacles to meeting underserved needs. 91.220(k); 91.320(j)

The City works proactively to bring community stakeholders together to review services available to at-risk residents and identify gaps or unmet needs. Two initiatives inform the provision of services to at risk residents, Cradle to Career and LAN 40. LAN 40 is a City initiated review of services; working groups comprised of service providers, meet monthly to review and evaluate community services. Cradle to Career (an initiative city-wide amongst multiple stakeholders to ensure services are available for Evanston residents from birth to career in the form of education, social services and job training programs) is also actively working within the community to unite resources and identify and remedy potential gaps. This program focuses heavily on youth services, with an additional focus on the young adult transitioning into independent adulthood. Additionally, the City's Mental Health Board allocated \$767,055 to 15 agencies for 21 programs, four of which also received CDBG funding.

Energy efficiency improvements are important to sustainable neighborhoods and affordable housing, yet low- and moderate-income residents cannot afford to take advantage of rebate and incentive programs. In 2016, CDBG funds were used in energy efficiency projects, but were not substantial enough to address all aspects of energy use but contributed by using more energy efficient furnaces, etc. The City works with other community organizations to best to capitalize on existing incentive and rebate programs and enable the entire community to make cost-effective and environmentally friendly improvements to their home.

The City also partners with PACE bus, a local paratransit provider, Northwestern University, and a network of local social service providers and housing organizations to identify transit barriers and solutions for older adults (OA) and people with disabilities (PWD). These effort are funded through the securement of a \$85,000 Transit Planning 4 All Grant (TP4All) from the U.S. Department of Health and Human Service's Administration for Community Living and the U.S. Department of Transportation. The

grant is supported by the Community Transportation Association of America, Easter Seals, the National Association of Area Agencies on Aging, and Westat.

The TP4All grant efforts continue the work initiated by the local Age Friendly Evanston Task Force, and expands the populations targeted to include not only OA but also PWD. Through a series of five focus group meetings held at partner sites, the grant team meet with over 30 OA and/or PWD participants to learn of their experiences accessing transit resources, and develop and review a community wide survey. The survey will be used to understand current and desired travel demand patterns, transit barriers and preferred solutions for and by OA and PWD. In addition to the data gained by this process, the TP4All grant's focus on inclusionary planning practices will inform and assist City staff members in how to include these practices into future planning efforts.

Finally, Evanston's mission is to be the most livable city. In an effort to fulfill this goal, the City is working to align its activities, projects, and other City business as closely as possible with the STAR Communities Framework. This framework offers the lens by which to evaluate communities through a systematic and consistent process to determine opportunities and areas for improvement and growth. City Council will include Livability Principles as defined by the STAR Communities Framework, when considering all projects and initiatives. Principles include: Build Environment, Climate & Energy, Economy & Jobs, Education, Arts & Community, Equity & Empowerment, Health & Safety, and Natural Systems.

Actions taken to reduce lead-based paint hazards. 91.220(k); 91.320(j)

In 2016 the City was granted \$39,600 from Cook County's Lead Poisoning Prevention Program to abate lead-based paint hazards in housing units occupied by residents that meet eligibility requirements. The funds were used for stand-alone projects that mitigate lead hazards and layered with CDBG loan funds in Housing Rehab projects for eligible households.

The City is a delegate agency for the State of Illinois and enforces its Lead Act and codes. The Health and Human Services Department performs lead assessments to determine the source of lead in any child 6 months to 6 years with a blood lead level at or above 5.00 micrograms per deciliter. The Department will also conduct lead assessment services for home with children 6 months to 6 years who have not been tested at all for lead and/or homes where pregnant women reside. Between January 1, 2016 and December 31, 2016, 1156 Evanston children were tested for lead levels. The table below illustrates the levels of lead in residents.

City staff investigated all cases when elevated lead levels were found and took appropriate action. Children with Elevated Blood Lead (EBL) levels above 5 mg/dl (micrograms/deciliter) received case management services to educate the families about potential sources and lead safe practices. Any household with a child with an EBL between 5 and 9 was contacted by the Health Department and an assessment of the home was performed if required by a physician. The Health Department contacts the parent or guardian of any child testing at a level of 10 mg/dl or greater and performs a lead assessment of the property. Lead assessments are performed by the City's Licensed Lead Assessors in the Health

Department.

Health Department staff responds to complaints from residents about demolition and rehab projects to determine if lead is present and ensure safe practices. Staff also filed affidavits when windows are being replaced in buildings constructed before 1978 to ensure proper lead procedures and disposal of contaminated materials.

Additionally, all housing activities with federal funding must meet or exceed lead-based paint requirements. All housing rehabilitation projects have a lead assessment and require a lead clearance if lead-based paint hazards are identified.

Lead Levels	Number of children tested
0-5 ug/dl	1518
6-10 ug/dl	30
11-15 ug/dl	11
16+ ug/dl	7

Table 14 - Table 14 - Lead levels in Evanston residents in 2016

Actions taken to reduce the number of poverty-level families. 91.220(k); 91.320(j)

All CDBG-funded Public Services aim to reduce the number of poverty-level families in Evanston. Public Service funds were distributed to agencies that provided basic needs, assisted with job training and education, provided legal and mental health services and/or provided for child or senior care. For more detailed information, please refer to the document attached.

The City used HOME funds for a TBRA program aimed at stabilizing at-risk families and affording them the opportunity to receive education or job training.

The City's Economic Development Department works diligently to grow the City's economy, specifically by working to redevelop vacant or underperforming commercial corridors. Developing a variety of businesses in Evanston is critical to providing living-wage jobs for a diverse population with multiple job skills and experiences. Economic Development is accomplished by utilizing many different funding sources including, but not limited to, the CDBG Economic Development Fund, tax-increment financing (TIF) and local funds.

Evanston also works with a Community Housing Development Organization (CHDO), Community Partners for Affordable Housing (CPAH). Increased affordable housing provided through CPAH in Evanston will help alleviate the high housing cost-burden experienced by many families in the community. By using the City's HOME funds, CPAH was able to leverage an additional \$577,000 from the Illinois Attorney General's National Foreclosure Settlement Fund. This funding allowed CPAH to develop seven rental and three ownership units in Evanston. All of the units were located in parts of the City designated as revitalization areas. CPAH is currently looking at properties for acquisition and rehab using HOME CHDO funds in 2017.

Actions taken to develop institutional structure. 91.220(k); 91.320(j)

City staff works throughout the year to increase institutional structure, both within the City and throughout our partner agencies. This is accomplished through the use of ZoomGrants an online grant application and reporting system, used in 2017. CDBG and Mental Health Board Funds applications, subsequent reports, and all financial documents were collected in ZoomGrants and reviewed by the Grants Administrator and/or Grants & Compliance Specialist to ensure that expenditures charged to the CDBG grant are eligible and actual, as well as monitor the progress of the agency or City department toward achieving its goals. ZoomGrants further allows for streamlined and consistent communication with subrecipients. Additionally, staff provides technical assistance on federal grant management requirements, Davis-Bacon requirements, financial management and other grant management procedures.

In 2016 the City recognized the need to improve communications and information tracking between departments. Departments that provide or track social services will use a centralized case management system called Apricot. The purpose of the system is to help eliminate silos and duplications of effort, and to enable staff to share client/ case information across various departments. The system will also provide holistic reports with measurable outcomes.

Actions taken to enhance coordination between public and private housing and social service agencies. 91.220(k); 91.320(j)

The City is heavily invested in collaborations throughout the community, as evidenced by the Cradle to Career, the Human Services Task Force on At-Risk Populations and other initiatives. The City has successfully paired with multiple health-service providers, such as Erie Family Health Center, which provides bi-lingual medical, dental and mental health services to the community, regardless of the person's ability to pay. This has been a critical partnership that has increased the community's access to quality, affordable healthcare.

Additionally, the City's General Assistance program is currently being evaluated to see where opportunities exist to coordinate better between the City and public agencies and service providers to better serve our underserved residents. There are other community collaborations in Evanston, such as the United Way "Community Schools" program, which works to provide services to the schools with the most at-risk students. Collaborations such as these are critical to furthering the goals of our Consolidated Plan and that of the City Council, which both aim to make Evanston one of the most livable cities in America.

The City funds Open Communities to do landlord-tenant outreach, mediation, and trainings, through its Affordable Housing Fund. Open Communities receives most of its referrals from the City's 311 service. This allows better tracking of communication between Evanston residents, City staff and Open Communities.

The City of Evanston's Community Development Department regularly coordinates with public and assisted housing providers along with private and governmental health, mental health, and service agencies. Notifications of recent updates and developments are sent to an interested parties email list, including nonprofit service providers, governmental agencies, community residents, and representatives from various City departments.

The Community Development Department regularly attends meetings and other events involving the community and various stakeholders. Staff is aware of any major occurrence that which would impact housing or health of vulnerable community residents. Engaging with nonprofit service providers on a regular basis will continue to foster an environment where the City works in tandem with the community towards better development. Continuing to work with local and regional stakeholders will only serve the best interests of the Evanston community.

Because Evanston is one of four recognized local municipal health departments, the Illinois Department of Public Health required a local assessment and strategic health plan, completed in 2016, which prioritized top health needs; public health resources can be directed most effectively toward health improvement. This process, known as the EPLAN, included community stakeholders and residents and identified mental health, violence and obesity as the top health priorities. The City will work to coordinate resources to address these priorities by reviewing policy decisions and developing policy recommendations in partnership with community stakeholders including businesses and nonprofit organizations. City and CDBG funded agencies will be critical partners in providing services to address these priorities.

Identify actions taken to overcome the effects of any impediments identified in the jurisdictions analysis of impediments to fair housing choice. 91.520(a)

The Inclusionary Housing Ordinance, passed by Evanston's City Council in November 2015, requires that all new developments have 10% affordable units or pay a fee-in-lieu of including affordable units. Fees are \$100,000 for each unit not included in transit oriented developments and \$75,000 for each unit not included in non transit oriented developments. Any money generated from fees will be used to further affordable housing. The goal of the ordinance is to expand affordable housing and integrate it throughout our community, thereby providing access to housing in more Evanston neighborhoods and reducing the concentration of low-income residents in specific neighborhoods. In 2016, a planned development covered by the ordinance was approved that will have four on-site affordable units. This development will be completed in 2018.

In an effort to minimize barriers to accessing affordable housing, the City is also going to partner with Community Partners for Affordable Housing (CPAH) in 2017 to develop a more centralized wait list. CPAH will use this wait list to pull and income qualify tenants for affordable units built through the newly amended Inclusionary Housing Ordinance, as well as other market rate developments with on-site affordable units.

In addition, the City funds Open Communities, a nonprofit fair housing advocacy organization, to conduct landlord-tenant liaison and mediation work, as well as fair housing enforcement for Evanston. Open Communities holds office hours at the City each Thursday morning for walk-ins and appointments with Evanston residents. In addition, Open Communities also provides trainings for the community. Funding for the landlord-tenant work is provided by the City's local Affordable Housing Fund.

The Housing, Homelessness, and Human Relations Commission continues to research additional ways to expand affordable housing, including changes to zoning to allow rental of accessory dwelling units.

CR-40 - Monitoring 91.220 and 91.230

Describe the standards and procedures used to monitor activities carried out in furtherance of the plan and used to ensure long-term compliance with requirements of the programs involved, including minority business outreach and the comprehensive planning requirements

CDBG monitoring risk assessments includes a review of current year program and agency operating budgets, audited financial statement and Form 990 for the most recent completed fiscal year, most recent annual report, non-discrimination policy, affirmative action plan, and equal opportunity employment policy, conflict of interest disclosure forms, the agency's chart of accounts and agency operating revenues and expenses. Staff provides technical assistance, makes site visits and conducts desk monitoring on all CDBG-funded activities, reviewing financial and record keeping procedures, methods for determining income eligibility for programs and services, and project/program outcomes.

Davis-Bacon Compliance: A Project Manager was identified for each CDBG-funded construction project; that individual had primary responsibility for ensuring that procedures were followed and appropriate records were kept. Project Managers reviewed certified timesheets for compliance with prevailing wage rates. The Grants Administrator and/or Grants & Compliance Specialist attended pre-construction meetings on City projects and provided technical support to City staff and subrecipients regarding Davis-Bacon compliance.

HOME funded projects are monitored by Housing and Grants staff to ensure that funds are being used for eligible expenses and that other contractual agreements are being met. In addition to any building inspections required during construction or rehab, inspections are conducted at the completion of each project, as well as on a 1, 2, or 3 year inspection schedule as required based on the project's affordability period. Inspections are conducted by City inspectors to ensure property and code compliance as well as to ensure that HOME eligible units are occupied by low/moderate-income families, per HOME program regulations. Staff developed and implemented a comprehensive long-term monitoring process for HOME, with technical assistance from TDA. Desk reviews are conducted annually for all HOME-assisted rental and homebuyer projects with affordability requirements in place to determine compliance with the income and rent limits for HOME assisted rental units. Property owners document household income and size for each household using tenant-signed statements that include a clause allowing third party documentation of income. Source documents are required every sixth year for projects with affordability periods of 10 or more years. The thirteen rental buildings in their compliance periods are required to undergo a desk review each year.

Projects in development are monitored for budget changes, payment requests, marketing and compliance with other project terms. Construction progress is assessed by a City property inspector prior to any payments, which are approved by the Community Development Department Director.

ESG subrecipients submitted detailed reports and source documents for ESG-funded expenditures,

which were reviewed by Grants & Compliance staff for accuracy and compliance with federal requirements. ESG subrecipients are paid on a reimbursement basis following submission of documentation of eligible expenditures. Payments are made from the City's General Fund and then drawn down in IDIS.

All funded activities were reviewed for compliance with the National Environmental Protection Act (NEPA). Most were determined to be exempt or categorically excluded; one CDBG project required a full environmental review. Housing Rehab and Demolition programs use a tiered review process, with the tier 2 review conducted when specific project sites were identified. City staff continued to work with Region 5 Environmental Officers to improve and update its environmental review process.

Citizen Participation Plan 91.105(d); 91.115(d)

Describe the efforts to provide citizens with reasonable notice and an opportunity to comment on performance reports.

Public Participation and Citizen Comments

The public comment period for the 2016 CAPER opens March 6 and closes March 21, 2017, at 7:00 p.m. CST. Copies of the draft of the CAPER are available for review at the Lorraine H. Morton Civic Center and posted on the City's website beginning Wednesday, March 1, 2017.

The Housing & Community Development Act Committee will hold a public meeting to hear input on the 2016 CAPER on March 21, 2017. Notice of the meeting and the 15-day public comment period, including the opportunity to provide comment at the March 21 meeting, has been published in the Evanston Review on February 25, 2016. Notice was included in the City's e-newsletter which was delivered to more than 22,000 e-mails and sent to a list of over 50 individuals and organizations that indicated an interest in CDBG, HOME and ESG programs. The City's social media was utilized, including Facebook and Twitter, including a Spanish-language Twitter account. The meeting agenda was posted on the City's website in the City calendar section and on the CD Committee web page, as well as on information boards in the Lorraine H. Morton Civic Center, following open meeting requirements and City policy.

Any citizen comments received will be included in the final report submitted to the Evanston City Council and the Housing & Urban Development Department following the close of the public comment period.

CR-45 - CDBG 91.520(c)

Specify the nature of, and reasons for, any changes in the jurisdiction’s program objectives and indications of how the jurisdiction would change its programs as a result of its experiences.

There have been no changes in the jurisdiction’s program objectives. City priorities are determined by City Council and include maintaining City streets and facilities, economic development, and services to at risk families. All projects and funded activities align with City Council goals.

Does this Jurisdiction have any open Brownfields Economic Development Initiative (BEDI) grants?	No
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[BEDI grantees] Describe accomplishments and program outcomes during the last year.

CR-50 - HOME 91.520(d)

Include the results of on-site inspections of affordable rental housing assisted under the program to determine compliance with housing codes and other applicable regulations

Please list those projects that should have been inspected on-site this program year based upon the schedule in §92.504(d). Indicate which of these were inspected and a summary of issues that were detected during the inspection. For those that were not inspected, please indicate the reason and how you will remedy the situation.

In 2016, five HOME-assisted properties required on-site inspections. Only one of the properties was inspected by the City's Property Standards inspectors, 131 Callan Ave. No code violations were identified at this property. Due to staff transitions, the other four properties were not inspected in 2016. The addresses for these four properties are: 1929 Jackson Ave, 241-243 Callan Ave, 2223 Emerson St, and 2308 Foster St. However, the City will ensure the properties are inspected in 2017, along with any additional HOME-assisted properties due for an inspection in 2017.

The HACC HOME-assisted Senior Redevelopment Project properties at 1900 Sherman Ave and 2300 Noyes St were inspected by City Building inspectors and received certificates of occupancy prior to initial occupancy. Additionally, the City inspected all of the units for the nine new households that entered the TBRA program in 2016.

In addition to the on-site inspections, all HOME rental projects were monitored by Housing and Grants staff for compliance with HOME requirements. This included a review of tenant incomes, rent information, vacancy report and turnaround time for each unit, project operating budgets, owner income statements and insurance certificates. File inspections were conducted either at the project site or City offices of tenant selection/rejection procedures, wait list policies, rent rolls, utility allowances, affirmative marketing plans for projects with five or more units, owner/manager inspection reports/files, records of capital expenditures, repair records, correspondence relating to maintenance, building rules/procedures, and rent rates. Copies of the inspection reports and monitoring materials are maintained by Housing and Grants division staff.

Provide an assessment of the jurisdiction's affirmative marketing actions for HOME units. 92.351(b)

HOME-funded projects are required to submit a detailed marketing plan in order to insure that the project will be affirmatively marketed and that marketing includes outreach to underserved segments. In addition to the marketing efforts of the owners/sponsors, the City of Evanston maintains a resource list of affordable units that is distributed to people contacting the City for assistance in locating affordable housing.

Refer to IDIS reports to describe the amount and use of program income for projects,

including the number of projects and owner and tenant characteristics

HOME program income was drawn for the next eligible HOME expense, as required. The City received \$27,384 in program income in 2016 and drew \$27,384. Activities for which program income was expended in 2016 include \$6,846 on the HACC Senior Redevelopment project and \$20,538 for Tenant Based Rental Assistance. Both serve primarily households with incomes at or below 50% of the area median income.

Describe other actions taken to foster and maintain affordable housing. 91.220(k) (STATES ONLY: Including the coordination of LIHTC with the development of affordable housing). 91.320(j)

The City of Evanston allocates the majority of its HUD funding to foster and maintain affordable housing. Actions undertaken in 2016 to address affordable housing needs include: The City of Evanston renewed funding of its Tenant-Based Rental Assistance program by providing an additional \$250,000 to Connections for the Homeless to administer the program; completion of ten-unit rental and ownership acquisition and rehab project with the combined HOME and Illinois Attorney General Foreclosure Settlement funding undertaken by Community Partners for Affordable Housing, a CHDO; two rental units were completed and occupied in 2015 and five more units were rehabbed in 2016; partnership with Evanston Township High School and Community Partners for Affordable Housing on the fourth house being built by ETHS students in Geometry In Construction. The first ETHS house was sold to an income eligible household (120% AMI) in 2015, and the second went on the market in 2016. The third home moved to its site in the summer of 2016 and will go on the market in 2017, and the fourth home will move to its site in the summer of 2017. Three of the lots for the homes were provided through the NSP2 program. The goal is to develop one home per year; completion of the rehab of two 100-unit buildings for seniors and the disabled owned by the Housing Authority of Cook County as part of the RAD program. The project provided more accessibility accommodations than what is required by 504. This project is largely funded with Low Income Housing Tax Credits that are leveraged through a collaborative HOME project funded by the City of Evanston and Cook County; Implementation of the amended Inclusionary Housing Ordinance that includes reduction in the size of covered projects from 25 to as few as five units; covers rental, for-sale and conversions; increases the fee-in-lieu of on-site units to up to \$100,000 per unit; and reduces eligible incomes for rental and for-sale inclusionary units in Transit Oriented Development areas.

CR-60 - ESG 91.520(g) (ESG Recipients only)

ESG Supplement to the CAPER in *e-snaps*

For Paperwork Reduction Act

1. Recipient Information—All Recipients Complete

Basic Grant Information

Recipient Name	EVANSTON
Organizational DUNS Number	074390907
EIN/TIN Number	366005870
Identify the Field Office	CHICAGO
Identify CoC(s) in which the recipient or subrecipient(s) will provide ESG assistance	Cook County CoC

ESG Contact Name

Prefix	Ms
First Name	Sarah
Middle Name	0
Last Name	Flax
Suffix	0
Title	Housing and Grants Administrator

ESG Contact Address

Street Address 1	2100 Ridge Ave
Street Address 2	0
City	Evanston
State	IL
ZIP Code	60201-
Phone Number	8474488684
Extension	0
Fax Number	0
Email Address	sflax@cityofevanston.org

ESG Secondary Contact

Prefix	Ms
First Name	Jessica
Last Name	Wingader
Suffix	0
Title	Social Services Grants & Compliance Specialist
Phone Number	8478597889
Extension	0
Email Address	jwingader@cityofevanston.org

2. Reporting Period—All Recipients Complete

Program Year Start Date 01/01/2016
Program Year End Date 12/31/2016

3a. Subrecipient Form – Complete one form for each subrecipient

Subrecipient or Contractor Name: YWCA

City: Evanston

State: IL

Zip Code: 60201, 3505

DUNS Number: 077025724

Is subrecipient a victim services provider: Y

Subrecipient Organization Type: Other Non-Profit Organization

ESG Subgrant or Contract Award Amount: 0

Subrecipient or Contractor Name: CONNECTIONS FOR THE HOMELESS

City: Evanston

State: IL

Zip Code: 60201, 3057

DUNS Number: 607213295

Is subrecipient a victim services provider: N

Subrecipient Organization Type: Other Non-Profit Organization

ESG Subgrant or Contract Award Amount: 0

CR-65 - Persons Assisted

4. Persons Served

4a. Complete for Homelessness Prevention Activities

Number of Persons in Households	Total
Adults	
Children	
Don't Know/Refused/Other	
Missing Information	
Total	

Table 15 – Household Information for Homeless Prevention Activities

4b. Complete for Rapid Re-Housing Activities

Number of Persons in Households	Total
Adults	
Children	
Don't Know/Refused/Other	
Missing Information	
Total	

Table 16 – Household Information for Rapid Re-Housing Activities

4c. Complete for Shelter

Number of Persons in Households	Total
Adults	
Children	
Don't Know/Refused/Other	
Missing Information	
Total	

Table 17 – Shelter Information

4d. Street Outreach

Number of Persons in Households	Total
Adults	
Children	
Don't Know/Refused/Other	
Missing Information	
Total	

Table 18 – Household Information for Street Outreach

4e. Totals for all Persons Served with ESG

Number of Persons in Households	Total
Adults	
Children	
Don't Know/Refused/Other	
Missing Information	
Total	

Table 19 – Household Information for Persons Served with ESG

5. Gender—Complete for All Activities

	Total
Male	
Female	
Transgender	
Don't Know/Refused/Other	
Missing Information	
Total	

Table 20 – Gender Information

6. Age—Complete for All Activities

	Total
Under 18	
18-24	
25 and over	
Don't Know/Refused/Other	
Missing Information	
Total	

Table 21 – Age Information

7. Special Populations Served—Complete for All Activities

Number of Persons in Households

Subpopulation	Total	Total Persons Served – Prevention	Total Persons Served – RRH	Total Persons Served in Emergency Shelters
Veterans				
Victims of Domestic Violence				
Elderly				
HIV/AIDS				
Chronically Homeless				
Persons with Disabilities:				
Severely Mentally Ill				
Chronic Substance Abuse				
Other Disability				
Total (unduplicated if possible)				

Table 22 – Special Population Served

CR-70 – ESG 91.520(g) - Assistance Provided and Outcomes

10. Shelter Utilization

Number of New Units - Rehabbed	0
Number of New Units - Conversion	0
Total Number of bed-nights available	18,980
Total Number of bed-nights provided	14,225
Capacity Utilization	74.95%

Table 23 – Shelter Capacity

11. Project Outcomes Data measured under the performance standards developed in consultation with the CoC(s)

In accordance with the performance standards established by the City in partnership with the Alliance to End Homelessness in Suburban Cook County, lead agency for the Cook County CoC, one subrecipient, Connections for the Homeless, enters all client and service level data into the HMIS system. As a domestic violence shelter, the YWCA is exempt from this requirement; however, the subrecipient uses a different system that is able to capture comparable data and is approved by the CoC. More information about this system and its ability to report is attached as an additional document.

Data collected includes intake and application information, all case notes including budget sessions and participation in subsequent counseling programs, and other supportive services. All case managers are required to perform follow up visits with client households 6 months after assistance has been terminated.

In keeping with the goals set for 2016, eight households received rental assistance and case management, and 15 additional households received case management services under Rapid Re-Housing. Homelessness Prevention provided rent subsidies and case management services to 9 households. Households receiving assistance were reduced in both categories due to a number of factors. Average amount of Prevention subsidies increased due to the depth of need of the recipients, which required payment of arrearages and required more support to attain self

sufficiency. Overnight Shelters served 310 individuals, Hilda’s Place served 90 and the YWCA served 220. Street Outreach assisted 30 individuals; a significant reduction from last year’s reported number. However, this change does not accurately reflect the true number of street homeless people who were assisted in 2016. All served under EntryPoint, the agency’s primary outreach program, were recorded under the incorrect classification in HMIS. The Alliance is working with Connections to correct the misclassification. EntryPoint provided Street Outreach services to an additional 385 individuals that have been entered manually in the tables above, but are not reflected in the eCart tool used for reporting ESG to HUD. Additional performance measures captured by subrecipients

include:

- Engagement rate: the percent of persons exiting shelter where the destination is known = 83%
- Percentage of persons exiting shelter who used 30 shelter-nights or fewer = 36%
- Percent of persons exited to permanent housing = 21%

CR-75 – Expenditures

11. Expenditures

11a. ESG Expenditures for Homelessness Prevention

	Dollar Amount of Expenditures in Program Year		
	2014	2015	2016
Expenditures for Rental Assistance	0	12,834	0
Expenditures for Housing Relocation and Stabilization Services - Financial Assistance	0	0	0
Expenditures for Housing Relocation & Stabilization Services - Services	0	4,767	0
Expenditures for Homeless Prevention under Emergency Shelter Grants Program	0	0	0
Subtotal Homelessness Prevention	0	17,601	0

Table 24 – ESG Expenditures for Homelessness Prevention

11b. ESG Expenditures for Rapid Re-Housing

	Dollar Amount of Expenditures in Program Year		
	2014	2015	2016
Expenditures for Rental Assistance	0	18,582	0
Expenditures for Housing Relocation and Stabilization Services - Financial Assistance	0	0	0
Expenditures for Housing Relocation & Stabilization Services - Services	0	7,376	0
Expenditures for Homeless Assistance under Emergency Shelter Grants Program	0	0	0
Subtotal Rapid Re-Housing	0	25,958	0

Table 25 – ESG Expenditures for Rapid Re-Housing

11c. ESG Expenditures for Emergency Shelter

	Dollar Amount of Expenditures in Program Year		
	2014	2015	2016
Essential Services	0	0	0
Operations	0	24,805	15,000
Renovation	0	0	0
Major Rehab	0	0	0
Conversion	0	0	0
Subtotal	0	24,805	15,000

Table 26 – ESG Expenditures for Emergency Shelter

11d. Other Grant Expenditures

	Dollar Amount of Expenditures in Program Year		
	2014	2015	2016
HMIS	0	0	0
Administration	0	8,062	3,462
Street Outreach	0	11,331	0

Table 27 - Other Grant Expenditures

11e. Total ESG Grant Funds

Total ESG Funds Expended	2014	2015	2016
94,888	0	76,426	18,462

Table 28 - Total ESG Funds Expended

11f. Match Source

	2014	2015	2016
Other Non-ESG HUD Funds	0	0	0
Other Federal Funds	0	0	0
State Government	0	64,400	0
Local Government	0	30,500	0
Private Funds	0	0	15,000
Other	0	0	0
Fees	0	0	0
Program Income	0	0	0
Total Match Amount	0	94,900	15,000

Table 29 - Other Funds Expended on Eligible ESG Activities

11g. Total

Total Amount of Funds Expended on ESG Activities	2014	2015	2016
204,788	0	171,326	33,462

Table 30 - Total Amount of Funds Expended on ESG Activities

CDBG-, HOME-, and ESG-Funded Activities Undertaken in FY2016

RENTAL UNITS REHABILITATED

Rehab was completed on 185 total rental units:

- 150 units in the Perlman and Walchirk apartment buildings were rehabbed with HOME funds
- One unit in an owner-occupied two-flat, one unit owned by Rimland, a non-profit that provides housing and services for persons with autism, and 33 units for individuals with disabilities in the Hill Arboretum Apartments were rehabbed with CDBG funds through the City's Housing Rehab program

In addition, rehab was undertaken on one rental unit in an owner-occupied two-flat that is expected to be completed in 2017.

HOMEOWNER HOUSING REHABILITATED

Rehab was completed on one owner-occupied unit in a two-flat and three single-family owner-occupied homes with CDBG funds through the City's Housing Rehab program. In addition, rehab was undertaken on an owner-occupied unit in a two-flat and two single family owner-occupied homes that are expected to be completed in 2017.

Costs to administer the City's Housing Rehab program, including intake and assessment, qualification of applicants, project management and loan servicing was funded with CDBG entitlement funds. CDBG funding for the rehab projects is from the CDBG revolving loan fund and provided in the form of zero interest loans that may be amortizing or deferred based on an analysis of the financial capacity of the property owner to handle debt service. Repayments of CDBG loans are used to fund future projects.

BUILDINGS DEMOLISHED

No buildings were demolished in 2016.

HOUSING CODE ENFORCEMENT/FORECLOSED PROPERTY CARE

CDBG funds were used to perform 1,153 routine and complaint-based inspections of housing units in the CDBG Target Area. Code violations were identified in 515 housing units, an increase from 2015 of close to 200 units. Units with violations were reinspected to ensure the violations were remedied. CDBG funds were used to correct violations found at 39 of those units/properties.

NON-HOUSING COMMUNITY DEVELOPMENT

CDBG-funded Infrastructure and Public Facilities projects underway in 2016 included:

- Alley Paving. One project that included installation of drainage and paving of an unimproved alley in census tract 8095, which is in central Evanston in the City's Fourth Ward was completed in 2016. A second alley paving project was undertaken in census tract 8096 in 2016; construction is substantially complete and the project will be closed out following final inspections and billing in 2017.
- Resurfacing of two neighborhood streets in census tracts 8092 and 8103.02 were undertaken in 2016. Construction is complete and the activity will be closed following final inspections and billing in 2017.

- SNAP Lighting. Work was completed and final billed on a street lighting improvement project undertaken in 2015 on Ashland Avenue between Emerson and Church Street. In addition, construction work to install additional street lighting on two blocks of residential streets that terminate with cul-de-sacs at city parks in census tract 8092 was completed in 2016; the activity will be closed in 2017 following completion of final billing.
- A major project to install new lighting fixtures at Foster Field, a heavily-used field used for baseball, football and soccer that is adjacent to the Fleetwood-Jourdain Center in the NRSA, was completed in 2016. This project resulted in safer playing conditions after dark and extended the time during which the facility can be used.
- Substantial progress was made on the construction of YOU's new building in the NRSA in 2016. The new building is 12,000 square feet and will serve as both a Youth Center for Y.O.U. programming and as collaborative offices for Y.O.U.'s staff. The facility includes two clinical counseling rooms, a multi-purpose and performance room for recreational activities and small group performances; a demonstration kitchen that will support youth in learning cooking, health, and nutrition. Completion and occupancy is anticipated in first quarter of 2017.
- Family Focus installed a new gym floor at the Weissbourd-Holmes Center, an important neighborhood facility in the NRSA that is heavily used by afterschool, weekend and summer youth programs, improving the facility for uses including basketball and other sports as well as improving cleanliness and safety for all users.
- PEER Services, an agency that provides substance abuse counseling and treatment to youth and adults, replaced the single-pane windows in their building with energy efficient, dual-pane windows to reduce heating and cooling costs and improve the environment for counseling services by reducing noise from nearby CTA and Metra trains.
- Alley Special Assessment Assistance. This program pays the special assessments for alley paving improvements for income-qualified owner-occupied households, relieving them of the financial burden of this important infrastructure improvement. The City received one application for alley special assessment assistance, however, the household income exceeded 80% of area median so the applicant was ineligible. Funding will be carried over for this program in 2017.

BUSINESSES ASSISTED

A new Economic Development program that provide technical assistance to small businesses and start-ups assisted 71 micro-enterprises/entrepreneurs in three 12-week, 36-hour course sessions in business planning and management in the City's NRSA. This partnership with Sunshine Enterprises, a non-profit located on Chicago's south side, provided much needed economic investment in the NRSA to help existing micro-enterprises grow and support new business development by entrepreneurs.

TENANT-BASED RENTAL ASSISTANCE/RAPID REHOUSING

The City's first HOME funded Tenant-Based Rental Assistance project was completed in 2016, serving 22 households with children and providing rent subsidies and services including case management, job training and other needs to enable them to maintain their housing stability following completion of the program. The City funded a new TBRA activity in 2016 based on the success of that program; accomplishments will be reported when it is completed and closed out in 2018. In addition, eight households received rent and utility supports through ESG Rapid Rehousing and additional households received case management support through that program.

HOMELESS PERSON OVERNIGHT SHELTER

CDBG funds were used to support Interfaith Action's emergency overnight shelter on the coldest winter nights. That program provided a safe and warm place to sleep to 76 unduplicated persons. ESG funds provided operating support for the YWCA Evanston North Shore's domestic violence shelter and Connections for the Homeless' Hilda's Place; those facilities provided up to 90 days of housing and services for 310 unduplicated persons in 2016.

HOMELESSNESS PREVENTION

ESG funding was used to provide rental and utility assistance and stabilization services for nine households in 2016.

HOMELESSNESS OTHER SERVICES

Connections for the Homeless assisted 415 unduplicated persons through its outreach services funded with ESG in 2016.

PUBLIC SERVICES

Thirteen public service programs were awarded CDBG funds in 2016.

Two programs focused on the needs of Evanston seniors:

- North Shore Senior Center's Grandparents Raising Grandchildren program provided case management, programing, information and support to 22 grandparents raising their grandchildren. Participants met monthly to receive support and case management services, and to connect with other community resources for support with housing, food, legal, and education in the community .
- Meals At Home delivered two meals, one hot and one cold, up to six days per week to 114 home-bound Evanston clients, who were unable to shop and prepare their own meals. The per meal cost is determined by each client's income and ability to pay, but does not exceed \$9. Most are deeply subsidized, as participant incomes do not exceed 50% of the area median. Many clients have special dietary requirements such as no salt, renal, chopped or pureed food, helping to control health problems and create a better quality of life through the aid of proper nutrition and daily visits by program volunteers.

Three Youth programs received CDBG funds to address the needs of low and moderate income residents:

- Open Studio Project served 68 youth, with 92% falling below 80% of the area median income, through 59 sessions of the Art & Action program. Participants came from 3 schools and local non-profit agencies including PEER Services which offers treatment for substance dependencies; all were identified by case managers or youth outreach workers. Participants create mixed media art projects that included narrative components; the narratives combined with the creative process helped youth express strong emotions such as anger and frustration in positive, creative ways, encouraged problem-solving, and positive proactive behaviors in place of previous, negative expressions.
- The Mayor's Summer Youth Employment Program provided up to nine weeks of employment for 685 Evanston youth ages 14-18, an increase from the previous year. The program received additional funds from the City's general fund as allocated by the City's Mental Health Board. As a workforce development and non-law enforcement crime prevention initiative, the MSYEP emphasizes real-world labor expectations, increases the awareness of services offered by local community based organizations, and provides opportunities for career instruction, financial literacy training, occupational skills training, and social/emotional growth. The program gives participating youth up to nine weeks of entry-level work experience in a variety of jobs at community based organizations, city government departments, and private sector businesses.
- Family Focus provided services through their Future Focus youth program, providing STEM activities and engagement to 89 at risk minority youth ages 14-18 located in the West NRSA; this is an increase from the 78 students served in 2015. The program changed its focus away from anti-bullying, as there was a reduced need, and instead partnered with Northwestern University's Science in Society program, EvanstSTEM, and the Evanston based Youth Technology Corps, to offer hands on science experiments with college student mentors, a robotics club, a makers lab and other STEM focused activities. The summer programming expanded to offer literacy and creative writing workshops, culinary arts, swimming, drama, dance, entrepreneurial skills and workshops around understanding cultures. The fourth quarter centered around mock elections through a program called KIDS VOTE.

The YWCA provided services to 644 unduplicated persons including shelter for up to 90 days for women and children who are victims of domestic violence, legal advocacy and support to obtain orders of protection, financial literacy and budgeting, and other needed services. A total of 9217 nights of care were provided in 2016.

Interfaith Action's emergency overnight shelter received CDBG funding to provide a safe and warm place for homeless adults on cold winter nights, as reported above.

Employment training. Two programs that provide services to the unemployed were implemented in 2016:

- The Youth Job Center provides a range of employment services to a total of 1,054 unduplicated young adults ages 14-25 with 414 of the young adults being City of Evanston residents. Services include job readiness assessment, soft skills and computer training, resume preparation, job search and placements. YJC works with area employers to develop on-the-job training and

internships, host job fairs and to match their clients with appropriate employment opportunities.

- Housing Options provided employment services to 37 Evanston residents with severe mental illness, specifically assistance in helping participants find competitive employment and support services to keep their employment. Many program participants are transitioning into their own apartments, showing signs of program success in finding live-wage earning jobs for the clients.

Legal services were provided with CDBG funds by:

- The Moran Center provided legal and social support services to 286 unduplicated youth in the City of Evanston, ages 12-21, which have contact with the criminal justice system, school disciplinary actions and for special education needs such as Individualized Education Plans. Each client's situation was assessed by a social worker and a comprehensive plan was developed. Outcomes included maintaining compliance with probation or court orders. Both the Voices, Ideas and Perspectives (VIP) program and City of Evanston Diversion Program were offered to clients.
- LAF, formerly the Legal Assistance Foundation of Metropolitan Chicago, provided legal services to 121 Evanston residents in civil matters. LAF's 2016 accomplishments include closing a total of 26 cases in 2016, primarily regarding consumer issues, family, housing and public benefits/income maintenance, and participating in 3 community resource fairs.
- The Certificate of Rehabilitation program served a total of 96 persons. The services in this program include: screening and assessment to determine the extent of criminal history and eligibility for the Certificate of Rehabilitation; expungement of other Illinois record sealing programs; development of personal history and references to be presented to the Circuit Court Judge for eligible participants; mentoring in state legal processes from a licensed attorney; submission of all legal documents filings and petitions; and legal representation during court appearances. The number of individuals participating in the program dropped from 2015 for several reasons; many participants were served in the first year of the program and their cases were closed. Some individuals entered in the program haven't completed services due to a statutory waiting period that extends beyond 2016 so are not reflected. There are also a small number of individuals who did not continue with the program.

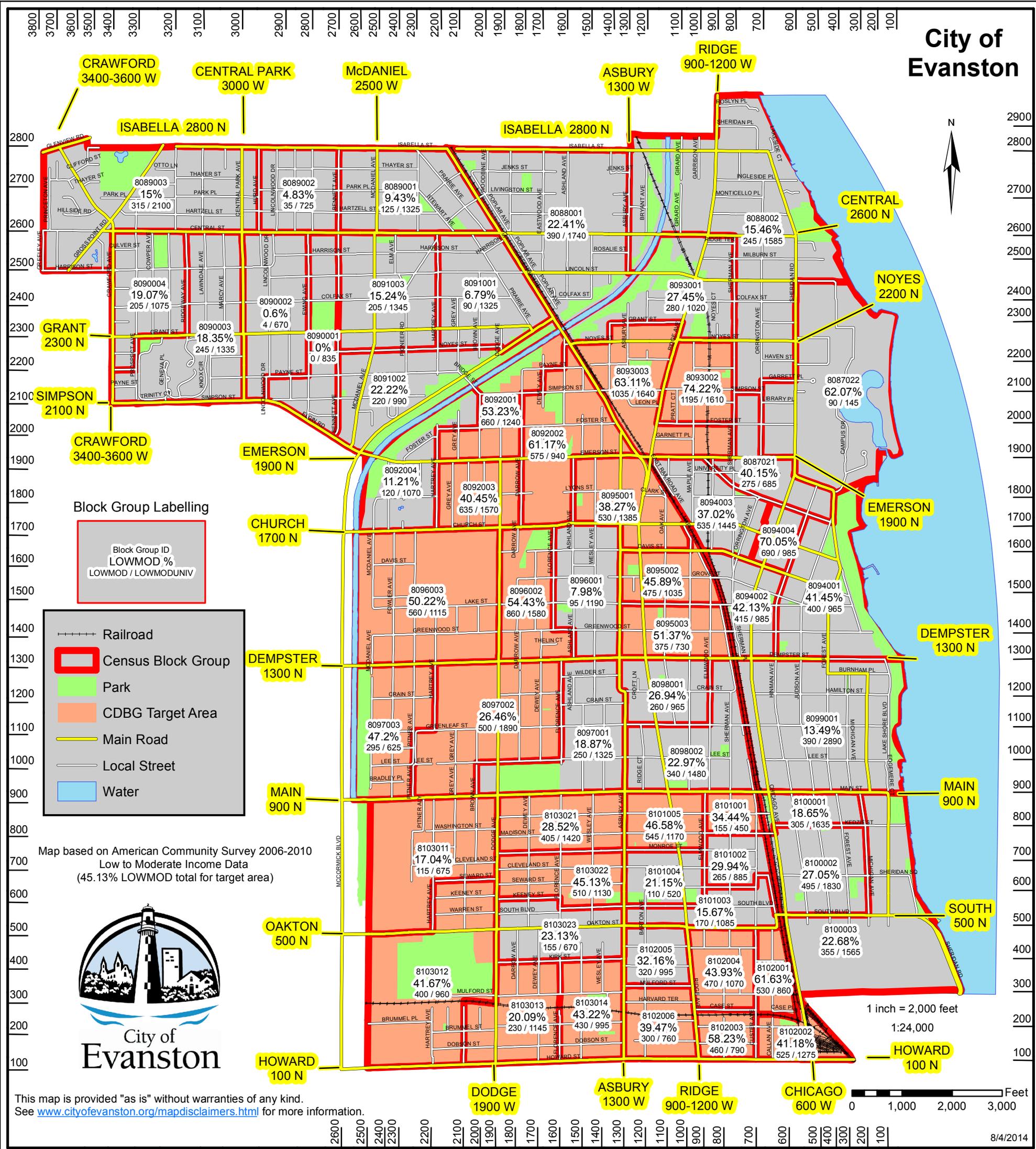
The Graffiti Specialist received 331 requests to remove graffiti tags from public property, including traffic signs and street lights, at over 140 locations in the CDBG Target Area in 2016. Each request could include at least one and on average 5 individual tags; two outlier requests included 50 tags each. Over 25,000 people of the City's low and moderate income neighborhoods comprising the CDBG Target Area benefit from this program, which improved living conditions and helped to maintain a suitable living environment.

Administration & Planning

CDBG funding in the Administration and Planning category was used for grant management and administration, monitoring and reporting. Planning work included completion of the 2017 Action Plan. Expenditures did not exceed the maximum allowable in this category, which is calculated by taking 20% of the combined 2016 CDBG grant plus 2016 program income.

CDBG Target Area

City of Evanston

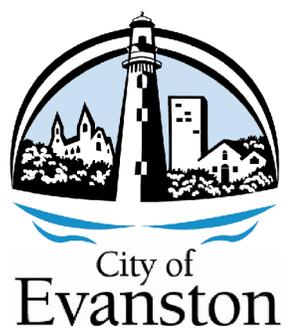


Evanston Neighborhood Revitalization Strategy Area

City of Evanston

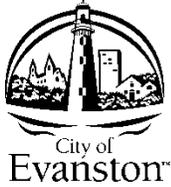


Map based on American Community Survey 2006-2010 Low to Moderate Income Data



This map is provided "as is" without warranties of any kind. See www.cityofevanston.org/mapdisclaimers.html for more information.

1 inch = 2,000 feet
1:24,000



Memorandum

To: Members of the Housing and Community Development Act Committee

From: Sarah Flax, Housing and Grants Administrator

Subject: Request from Housing Opportunity Development Corporation for \$50,000 from the CDBG Revolving Loan Fund for 743 Brummel/201 Elmwood

Date: March 16, 2017

Recommended Action:

Staff recommends approval of a \$50,000 deferred loan from the City's CDBG Revolving Loan Fund to Housing Opportunity Development Corporation (HODC) for needed repairs and improvements at its 13-unit rental building at the corner of Brummel Street and Elmwood Avenue. All units are rented at affordable rates to households with incomes \leq 80% of the area median (AMI); some units are at 30% and 50% AMI.

Funding Source:

Funding source is the CDBG Revolving Loan Fund (220.21.5285.65535) which currently has an uncommitted balance of \$125,048. Funds are restricted to rehab of owner-occupied and rental housing for households with incomes \leq 80% of the area median.

Background:

This property is an important affordable housing project acquired and rehabbed in part with City HOME funds in 1998. HODC has maintained it as affordable housing beyond the requirements of that funding and intends to maintain all units for households \leq 80% of AMI. CDBG requires that 51% of units in a property, or seven units, be affordable at that income level. HODC is an experienced developer and property manager and has the capacity to manage the rehab project and maintain compliance with affordability restrictions of CDBG funding. Roof replacement will maintain structural integrity of the building and security cameras will enhance the safety and security of residents and the neighborhood. In 2015, the committee requested that non-profits' requests for CDBG rehab loans be brought to the committee for approval. This request is similar to Over the Rainbow's request for help to replace their failed sewer lateral last year. Funds are needed for important repairs that don't fit requirements for HOME or other funding sources that are for comprehensive rehabilitation projects. The attached letter from HODC provides additional detail on the project.

A deferred loan is recommended because the building's cash flow cannot support additional debt service if all units are affordable \leq 80% of AMI.



**HOUSING
OPPORTUNITY
DEVELOPMENT
CORPORATION**

2001 Waukegan Rd, PO Box 480 ♦ Techny, Illinois 60082
(847) 564-2900 ♦ (847) 564-2992 fax ♦ hodc@hodc.org ♦ www.hodc.org

March 8, 2017

City of Evanston
Community Development Dept.
2100 Ridge Avenue
Evanston, IL 60201
c/o Nora Holden-Corbett

Re: 743 Brummel Apartments
Funding Request

Dear Nora:

On behalf of Housing Opportunity Development Corporation I am writing to request funding for repairs of our affordable rental property located at 743-5 Brummel/201-3 Elmwood in Evanston. The building needs some improvements to continue providing decent affordable rental housing for residents. We are requesting a \$50,000 grant or forgivable loan from the City's Housing Rehabilitation Program to cover the anticipated rehab costs.

As background, HODC acquired this property in 1998 thanks to Alderman Ann Rainey and partial funding from the City of Evanston. At that time HODC completed a major rehabilitation of the entire building including replacing the heating, plumbing and electrical systems, bathrooms and kitchens, floors and windows, and roof. The building contains 13 affordable rental apartments with a mix of 7 one-bedroom units and 6 two-bedroom units. All apartments are leased to low income households earning less than 80% of area median income at affordable rents with most of the units rented to very low income households and some extremely low income tenants. Current residents include working families and retired seniors. Several tenants have lived here with us for over twenty years and many work in Evanston. IHDA also provided development funding and conducts regular project monitoring.

HODC has continued to successfully operate this property for the past nearly 20 years and kept-up on all repairs but the work now required is beyond current reserves. We are requesting funding from the City for a new roof and a security system. First, the roof has had minor repairs several times over the past decade but there is evidence of seepage on the ceilings of upper floor units and general deterioration. Last fall we asked professionals, including a City inspector, to examine the roof and the consensus was that it is time for a new replacement roof. We have received an estimate for approximately \$35,000. Our desire is to start the work as soon as the winter weather changes this spring to prevent any damage. Replacing the roof will improve the



health and safety of residents by preventing future water infiltration, lengthen the useful life of the building by installing a long-lasting, high quality roof, and improve energy conservation by preventing heat loss through replacing an old inefficient roof with a modern energy-efficient roofing system.

We would also like to request funding for a security camera system to deter and record any criminal activity in and around the property. Similar to how the City helped us install security cameras at HODC's property located at 319 Dempster, we would like to install cameras around the outside of the building and within the interior entryways to provide additional surveillance protection for residents and the community. Based on the bid we received, the cost of a security camera system is approximately \$15,000 depending on the number of cameras and system features. A new security system will improve resident safety by providing a deterrent to criminal activity as well as policing tool for providing evidence if improper activities occur.

In addition to this property, HODC owns and manages four other affordable rental properties in Evanston. As a nonprofit, HODC's mission is to develop, manage and preserve housing that is affordable to low- and moderate-income households in Chicago's northern suburbs. We serve families, seniors, persons with disabilities, individuals and local workers. HODC is a Community Housing Development Organization (CHDO) as well as a HUD-certified housing counseling agency. Founded in 1983, HODC has completed 21 affordable housing projects with over 300 units and currently manages 255 affordable apartments in seven north suburban communities. With over thirty years of housing development experience, we have the capacity to complete the repairs needed in a timely manner.

Thank you for this opportunity to continue our partnership with the City of Evanston to serve the needs of low income residents. Please contact me if you have any questions or need additional information.

Sincerely,

A handwritten signature in cursive script that reads "Richard Koenig".

Richard Koenig, PhD
Executive Director