



Second Program Year Action Plan

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The Second Year Annual Action Plan includes the SF 424 and Narrative Responses to Action Plan questions that CDBG, HOME, HOPWA, and ESG grantees must respond to each year in order to be compliant with the Consolidated Planning Regulations. The Executive Summary narratives are optional.

SF 424

Complete the fillable fields (blue cells) in the table below. The other items are pre-filled with values from the Grantee Information Worksheet.

May 15, 2005	Applicant Identifier	Type of Submission	
Date Received by state	State Identifier	Application	Pre-application
Date Received by HUD	Federal Identifier	<input type="checkbox"/> Construction	<input type="checkbox"/> Construction
		<input checked="" type="checkbox"/> Non Construction	<input type="checkbox"/> Non Construction
Applicant Information			
Sandusky		UOG Code	
222 Meigs Street		76919786	
Street Address Line 2		Municipal Government	
Sandusky	Ohio	Department of Community Development	
44870	Country U.S.A.	Division of Housing	
Employer Identification Number (EIN):		Erie County	
34 6401311		7/1	
Applicant Type:		Specify Other Type if necessary:	
Local Government: City		Specify Other Type	
Program Funding		U.S. Department of Housing and Urban Development	
Catalogue of Federal Domestic Assistance Numbers; Descriptive Title of Applicant Project(s); Areas Affected by Project(s) (cities, Counties, localities etc.); Estimated Funding			
Community Development Block Grant		14.218 Entitlement Grant	
FY 2005 Second Year Action Plan		City of Sandusky, Ohio (Located in Erie County)	
\$918,886 CDBG Grant Amount	\$0 Additional HUD Grant(s) Leveraged	Describe	
\$140,233 Additional Federal Funds Leveraged	\$800,000 Additional State Funds Leveraged		
\$50,000 Locally Leveraged Funds	\$Grantee Funds Leveraged		
\$210,000 Anticipated Program Income	Other (Describe)		
Total Funds Leveraged for CDBG-based Project(s)			
Home Investment Partnerships Program		14.239 HOME	
HOME Project Titles		Description of Areas Affected by HOME Project(s)	
\$HOME Grant Amount	\$Additional HUD Grant(s) Leveraged	Describe	
\$Additional Federal Funds Leveraged	\$Additional State Funds Leveraged		

\$Locally Leveraged Funds		\$Grantee Funds Leveraged	
\$Anticipated Program Income		Other (Describe)	
Total Funds Leveraged for HOME-based Project(s)			
Housing Opportunities for People with AIDS		14.241 HOPWA	
HOPWA Project Titles		Description of Areas Affected by HOPWA Project(s)	
\$HOPWA Grant Amount	\$Additional HUD Grant(s) Leveraged	Describe	
\$Additional Federal Funds Leveraged		\$Additional State Funds Leveraged	
\$Locally Leveraged Funds		\$Grantee Funds Leveraged	
\$Anticipated Program Income		Other (Describe)	
Total Funds Leveraged for HOPWA-based Project(s)			
Emergency Shelter Grants Program		14.231 ESG	
ESG Project Titles		Description of Areas Affected by ESG Project(s)	
\$ESG Grant Amount	\$Additional HUD Grant(s) Leveraged	Describe	
\$Additional Federal Funds Leveraged		\$Additional State Funds Leveraged	
\$Locally Leveraged Funds		\$Grantee Funds Leveraged	
\$Anticipated Program Income		Other (Describe)	
<p>Congressional Districts of: Is application subject to review by state Executive Order 12372 Process?</p> <p>9th District; Marcy Kaptur 9th District; Marcy Kaptur</p> <p>Is the applicant delinquent on any federal debt? If "Yes" please include an additional document explaining the situation.</p> <p><input type="checkbox"/> Yes This application was made available to the state EO 12372 process for review on DATE</p> <p><input type="checkbox"/> No Program is not covered by EO 12372</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A Program has not been selected by the state for review</p>			
Total Funds Leveraged for ESG-based Project(s)			

Person to be contacted regarding this application		
Mary	C	Bird
CD Program Administrator	419-627-5878	419-627-5945
mbird@ci.sandusky.oh.us	www.ci.sandusky.oh.us	Charlene Mockensturm
Signature of Authorized Representative Michael J. Will, City Manager		Date Signed

Narrative Responses

GENERAL

Executive Summary

The Executive Summary is optional, but encouraged. If you choose to complete it, please provide a brief overview that includes major initiatives and highlights that are proposed during the next year.

Program Year 2 Action Plan Executive Summary:

The City of Sandusky submitted its Five-Year Consolidated Plan in May 2004. The time frame of the plan is July 1, 2004 - June 30, 2009. It describes the City's plan to create a viable urban community that offers decent affordable housing, a suitable living environment and expanding economic opportunities especially for low and moderate-income persons. The activities the City will undertake to achieve its stated objectives are detailed in this document. The consolidated planning process is intended to achieve the following:

- To promote citizen participation in the development of local priority needs benefiting low and moderate income persons;
- To develop a one-year action plan that will be the basis for assessment of performance; and
- To consult with public and private agencies on identifying needs and appropriate actions required to address the needs.

The purpose of the annual One-Year Action Plan is to update the Five-Year Consolidated Plan and to provide the City with a basis for assessment through the Consolidated Annual Performance and Evaluation Reports (CAPERs). The One-Year Action Plan describes the resources expected to be available in the coming program year from Federal, non-Federal and private sources. It includes a description of the activities that will be undertaken to meet the stated objectives in the Five-Year Consolidated Plan, including those designed to meet homelessness and other special needs. The Action Plan also describes actions to be undertaken to address obstacles in meeting the needs of the under-served, removing barriers, and enhancing coordination in the community.

Funding Levels for Fiscal Year 2005: CDBG \$918,886. The City of Sandusky does not receive HOME, ESG, ADDI or HOPWA Funding from HUD. The City will pursue the implementation of projects and activities in four major categories – Central City Development & Community Facilities, Housing & Neighborhood Development, Public Services, and Program Administration.

Activities funded with CDBG funds in this Action Plan will meet the national objectives of benefiting low- and moderate-income persons and/or preventing or eliminating slum or blighting conditions.

Fiscal year 2005 will be the 2nd year outlined in the City's 5-year Consolidated Plan.

General Questions

1. Describe the geographic areas of the jurisdiction (including areas of low-income families and/or racial/minority concentration) in which assistance will be directed during the next year.
2. Describe the basis for allocating investments geographically within the jurisdiction (or within the EMSA for HOPWA) (91.215(a)(1)) during the next year and the rationale for assigning the priorities.
3. Describe actions that will take place during the next year to address obstacles to meeting underserved needs.

Program Year 2 Action Plan General Questions response:

The City of Sandusky has an overall Low to Moderate-Income (LMI) rate of 56.3% with 11 Census Block Groups that have LMI rates of over 60%.

Two areas of the City with LMI rates ranging from 69% to 84.9% have been targeted in the City's Strategic Plan for rehabilitation. The Kilbourne area is the City's original platted area and is comprised of a 72-block area in the City's Central District. The City is beginning a planning process for the area with emphasis on its historical roots. Initial steps in revitalizing the area will be the addition of historical signage.

The other area of the City targeted for rehabilitation is the City's South Side Neighborhood. This area is comprised of two highly distressed block groups on the City south central border. Several of the 2005 proposed projects are targeted for this area. The City received a FY 2003 CDBG Community Distress Program grant of \$300,000 targeted to improve the quality of life, livability and functionality of distressed areas and neighborhoods.

The planning process for the South Side targeted area began in early 2003 with a series of meetings with the City Manager and staff from the Department of Community Development, the Department of Engineering Services, and Recreational Services. The meetings were held to determine how best to use the limited 2003 CDBG Small Cities formula allocation, which was reduced by \$44,000 or 19% of the 2002 allocation. The staff determined that to maximize CDBG grant dollars, the City should apply to the state of Ohio the 2003 CDBG Community Distress Program.

Census Tract 410, block group 2 was targeted first because of its extensive need for infrastructure improvements and dense population as noted in the 2003 Community Assessment and Strategy (CAS). City staff recommended that the first project in this investment area be a sidewalk and footbridge along Perkins Avenue. The activity is CAS investment area item1 in the FY 2003 Small Cities formula allocation.

The first public hearing, announcing that the City intended to apply for CDBG Community Distress Program, was at the Public Hearing for CDBG Formula Grant FY 2003 held at the regular commission meeting on April 28, 2003.

On May 22, 2003 the City of Sandusky discussed the Community Distress Program during the quarterly meeting of the Housing Strategy Workgroup. The Workgroup is an

organization of various agencies including Erie Metro Housing, Habitat for Humanity, and Volunteers of America that deal with housing issues in the City of Sandusky. The organizations discussed the selection of Census Tract 410, block group 2 and various strategies for revitalizing the area.

A series of four citizen participation meetings, two in early December and two in early January were planned and scheduled to be held in the gymnasium of St. Paul Lutheran Church. The church is located in the center of the targeted area and is handicap accessible.

A flyer announcing the first two meetings was mailed to over 560 households. The meetings were held on December 3, 2003 at 10:00 a.m. and December 4, 2003 at 5:30 p.m. Citizens attending, each filled out a survey. The staff gave a presentation and encouraged residents to provide input regarding what activities they thought should be in the application.

The second set of meetings were held on January 7, 2003 at 10:00 a.m. and 6:00 p.m. and also held at St. Paul. The local newspaper, Sandusky Register included coverage in a front-page newspaper article. Other surveys were mailed or dropped off at the City of Sandusky's Office of Community Development.

Surveys were compiled into a report that tabulated the activities, ranking them according to area resident's responses. Each identified activity received a point. The project within each activity with the highest number of points ranked number one and so on.

The results were then presented to the City Manager and staff to review and to make recommendations based on the citizen input.

The final list of activities was published in a Sandusky Register display ad 10 days prior to the January 26th public hearing.

In addition to the targeted areas, 2005 funding will be used for projects that address City wide projects. Exhibit A summarizes the CDBG activities by activity and expenditure amount and shows the activity descriptions for the eighteen activities to be undertaken with the 2005-2006 CDBG allocation. These reference the specific objectives outlined in the 5 Year Consolidated Plan, indicate the proposed accomplishments for the year and the numeric or other goals the City intends to meet in the coming year.

The City will not be applying to HUD for HOME, ESG or HOPWA funds in this year, so there are no descriptions under those titles.

Managing the Process

1. Identify the lead agency, entity, and agencies responsible for administering programs covered by the consolidated plan.
2. Identify the significant aspects of the process, by which the plan was developed, and the agencies, groups, organizations, and others that participated in the process.
3. Describe actions that will take place during the next year to enhance coordination between public and private housing, health, and social service agencies.

Program Year 2 Action Plan Managing the Process response:

The City of Sandusky's Department of Community Development will be the lead agency responsible for administering the programs covered by the Consolidated Plan and this 2005 Action Plan. In addition, the Department of Community Development will sub-contract with public service providers to implement special programs to benefit low to moderate-income persons. Staff of these individual agencies will be responsible for administering their own programs and reporting required information back to the Department of Community Development.

The Consolidated Plan is a requirement of the U.S. Department of Housing and Urban Development (HUD) that larger cities and all states must prepare in order to receive federal monetary assistance from HUD programs. The Plan is a comprehensive strategy developed by the community addressing the affordable housing and community development needs present within the community. Ultimately, the Plan will be used to implement the following HUD grant programs: Community Development Block Grant (CDBG), Emergency Shelter Grant (ESG), Home Investment Partnerships (HOME), and Housing Opportunities for Persons with AIDS (HOPWA). Brief descriptions of these HUD grant programs are provided in Appendix A.

As mandated by HUD, The Consolidated Plan must contain the following elements. The City of Sandusky submitted the plan to HUD on May 15, 2004.

- I. Needs/Market Conditions:
including an assessment of the community's affordable housing needs, public housing needs, homeless needs, lead-based paint concerns, fair housing concerns, identification of barriers to affordable housing, and community and economic development needs.
- II. Housing and Community Development Priorities and Strategies:
present statistical and analytical information that provides an overall picture of the housing and community development needs of the community. Once gathered, this information will help to establish priorities for assistance and the allocation of resources.
- III. One-Year Action Plan.
list of activities the community will undertake to address priority needs and local objectives with anticipated program income and funds received during the next program year under the HOME, CDBG, ESG, HOPWA, Public Housing Comprehensive Grant, and other HUD programs for meeting housing and community development objectives.

II. Guiding Principals in the Consolidated Plan Planning Process

On Thursday, January 29, 2004, the City of Sandusky convened a public hearing to get citizen input on how the city should "involve" citizens in the preparation of a citizen participation plan. At that meeting it was agreed that at least two public hearings would be convened to apprise citizens of the contents of the Consolidated Plan as it evolves. Furthermore, it was agreed that an "oversight" committee identified as the Housing Strategy Workgroup (HSW) made up of providers and extremely low, very low and low-income neighborhood consumers from the city be established to oversee the Consolidated Plan's development. The group also agreed that a focus group of HSW members be conducted "prior to" strategy development in order to get direct, structured input into the

plan. Finally, the citizens felt that surveys should be taken of both providers and consumers in order to determine program/service needs and strategies to address those needs.

The approach taken by the City of Sandusky regarding the development of the Consolidated Plan was guided by two leading principles:

- Customer Service: Focus program efforts to the most critical needs, i.e. those of extremely low-income households.
- Comprehensive Approach: The Consolidated Plan's objective is to achieve empowerment of individuals and families and ensure long-term economic independence.

These two principals are of major importance to the Plan. However, inherent in these two principals is extensive, relevant, and ongoing citizen participation. The City of Sandusky believes it is very important to have widespread, substantive participation throughout the planning process to ensure community "ownership" of the plan. A variety of techniques, including focus groups, public hearings, workshops, etc., will be used to achieve this end. A committee (the Housing Strategy Workgroup; HSW) consisting of key stakeholders in the Consolidated Plan will be formed at the start of the process. In addition, the City and the HSW will facilitate the creation of partnerships among stakeholders that will be critical for implementation of the Consolidated Plan.

Citizen Participation

1. Provide a summary of the citizen participation process.
2. Provide a summary of citizen comments or views on the plan.
3. Provide a summary of efforts made to broaden public participation in the development of the consolidated plan, including outreach to minorities and non-English speaking persons, as well as persons with disabilities.
4. Provide a written explanation of comments not accepted and the reasons why these comments were not accepted.

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

Program Year 2 Action Plan Citizen Participation response:

As part of the Consolidated Plan planning process, the City of Sandusky prepared and implemented a Citizen Participation Plan. The purpose of the plan is to ensure that citizens, especially extremely low, very low, low and moderate-income citizens, have ample opportunity to engage in developing and overseeing the implementation of the Consolidated Plan. The essential elements of the plan include the following:

- Participation: The Plan is designed to encourage and facilitate citizen participation, especially by the low, very low, and extremely low income households and those with mobility, visual, and hearing impairments. Citizens will be involved in all HSW meetings, focus groups and surveys.

- **Access to Meetings:** Citizens will be given timely notice of upcoming meetings and information review opportunities. Notices will be posted in such a manner to ensure widespread distribution. Citizens will be involved in all public hearings and HSW meetings, including focus groups.
- **Access to Information:** Citizens will be given ample opportunity to receive relevant information, review documents, and submit their comments for consideration. Citizens will have an opportunity to receive "Draft" copies of all sections of the Consolidated Plan as the sections are completed.
- **Technical Assistance:** Technical Assistance should be provided to any low income resident who requests assistance in developing proposals for the Consolidated Plan submission.
- **Public Hearings:** At least two public hearings will be held at convenient times and locations for the people who might benefit from programs and funds resulting from the Consolidated Plan. These meetings are meant to obtain views from citizens, public agencies, and other interested parties in response to proposals and comments throughout the Consolidated Plan planning process. Meeting locations will be handicapped accessible and meetings will be thoroughly publicized, especially in low-income areas.

The Sandusky Housing Strategy Workgroup (HSW):

The City of Sandusky established the Sandusky Consolidated Plan Housing Strategy Workgroup (HSW) to oversee the development and review progress on the implementation of the Consolidated Plan. The HSW is composed of a broad base of community representatives, from both the public and private sectors. Groups and organizations represented include local and county governments, social service agencies, private businesses, community organizations, churches, and residents.

The HSW meets at least four (4) times in locations, which are conveniently located and accessible to all residents. A special "focus group" session was held for HSW members in order to ensure that each member participating had an opportunity for significant input into the Consolidated Plan. As each phase of the Plan was completed, the HSW met to review, revise, and approve that particular section. The HSW reviewed and commented on (1) Needs/Market Profile, (2) Priorities and Strategies for community, economic, and affordable housing development, and (3) a one-year action plan.

The HSW focus group sessions were conducted using the Nominal Group Technique (NGT). NGT is a structured group facilitation technique that insures that all participants are involved and all participation is considered. Participants identified their perceptions of local housing and community development issues, needs, barriers, goals and possible solutions to these problems.

The results of the focus groups were summarized in a written report, which discussed the needs, priorities, goals, and possible solutions, which emerged from the focus group. The report was distributed to all participants, CPC members, and appropriate city officials. It was also made available to the general public and was included as part of the formal Consolidated Plan submission.

As part of encouraging citizen participation, the City of Sandusky convened three (3) public hearings at locations, which were conveniently located and accessible to all citizens. Public hearing (1) to discuss citizen participation as part of the Consolidated Plan and public

hearings (2) and (3) to discuss the plan's contents. A public hearing was convened as each phase of the Consolidated Plan was completed consistent with the phases noted above.

Information Provided:

The Consolidated Plan identifies the types of activities to be undertaken, and specifies the activities and the amount of funds, which are targeted to benefit very low and low-income households.

The Plan identifies needs/market conditions assessment, including affordable housing needs, public housing needs, homeless needs, lead based paint concerns, fair housing needs, barriers to affordable housing, and community and economic development needs.

Based on the results of the needs/market conditions assessment, a housing and community development Strategic Plan component was developed. The strategic plan component included the following elements:

Housing and Community Development Resources:

A comprehensive list of all public and private resources expected to be allocated under the Consolidated Plan.

Housing and Community Development Objectives and Projects:

All programs and activities to be undertaken during the Consolidated Plan period, including quantitative outcomes and target dates for completion. An Anti-Poverty Strategy addressing how the Consolidated Plan programs and other programs will reduce the number of individuals living below the poverty line will be included.

Coordination:

A discussion of Consolidated Plan programs coordinated with other programs to maximize benefit.

After the Five-Year Housing and Community Development Strategic Plan component was completed, a One-Year Action Plan was developed. The Action Plan included the following elements:

- How the Housing and Community Development resources identified in the Strategic Plan component will be matched with specific activities
- Dollar amounts requested for each activity
- A description and location of each activity
- The entity responsible for implementation of each activity
- Timeframe for each activity
- A description of other state and federal regulations applying to each activity
- Establishment of administrative structure to carry out the One-Year Action Plan

In all cases, the Consolidated Plan sought to minimize the displacement of residents from their homes or places of business.

At every public hearing and HSW meeting, the offer of technical assistance was made. Residents were informed that technical assistance is available for all low-income residents who need assistance in developing proposals for the Consolidated Plan submission. Requests for technical assistance must be made in writing and submitted to the following address:

Charlene Mockensturm, Director of Community Development
City of Sandusky
222 Meigs Street
Sandusky, Ohio 44870
419-627-5872

Access To Public Records:

Throughout the planning process, the public had access to data, information, and records used to develop the Consolidated Plan. The City of Sandusky made available a copy of the completed, approved Consolidated Plan/Action Plan 30 days prior to submission to HUD at the City of Sandusky Municipal Building, 222 Meigs Street and at the Sandusky Public Library, 114 West Adams Street, Sandusky, Ohio.

The City of Sandusky also prepared an Executive Summary that was published in the Sandusky Register to allow citizens an opportunity to comment on the Plan's contents. The Executive Summary contained the concerns, contents and purpose of the plan. In addition, the procedures for expressing comments and complaints and for requesting technical assistance was also published.

A System of Comments, Concerns, and Amendments:

The procedures for voicing comments and concerns regarding the Consolidated Plan was published with the Executive Summary and was available with the copies of the Plan at the library mentioned above. All comments and concerns were addressed in writing and mailed to the address below:

Charlene Mockensturm, Director of Community Development
City of Sandusky
222 Meigs Street
Sandusky, Ohio 44870
419-627-5872

The City answered each written comment and concern regarding the Plan with a formal response. All formally submitted comments and concerns were reviewed and addressed by the city through the HSW. Such comments and concerns were considered by the HSW and were addressed by revising the Plan as recommended by the HSW. The public had the opportunity to attend all HSW meetings and public hearings.

Amendments to the Plan shall be limited to any change within a budgetary item of 30% or more and/or a change within the programmatic/service scope of the Plan. Any amendment shall be preceded by public comment period of two weeks and a public hearing convened at a location convenient and accessible to citizens.

Annual updates of the Consolidated Plan will involve the oversight and review of the Plan by the HSW and Sandusky City Commission. Furthermore, the City, in conjunction with the HSW, will annually hold at least two (2) public hearings and provide for publishing of an Executive Summary of the Plan as noted above. Finally, annual updates will provide for a thirty- (30) day comment period. The system of comments, concerns and amendments as previously described will apply to all Plan updates. The 2nd year action plan public process is found in Exhibit B.

Institutional Structure

1. Describe actions that will take place during the next year to develop institutional structure.

Program Year 2 Action Plan Institutional Structure response:

The City Sandusky is the lead agency for the implementation of the Community Development Block Grant Program. However, as with any successful program, public support is necessary. The City is privileged to work with representatives of special services and with area housing providers. City staff routinely meets with the following agencies and organizations to coordinate projects and programs:

- Erie Metropolitan Housing Authority
- Volunteers of America NW Ohio
- Bay Area Neighborhood Development Corporation
- Erie-Huron County CAC
- Serving Our Seniors
- Habitat For Humanity
- Safe Harbour
- Erie County Health Department
- The Commons of Providence Assisted Living
- Boys and Girls Club of Sandusky

These organizations work together to improve program and service delivery and reduce inefficiencies.

The city will, as part of all its contracts with the various agencies that will be implementing projects with CDBG funds, provide technical guidance and direction in the development or continuation of strong institutional structures for these agencies. This will include incorporating specific language from federal regulations into grant contracts, encouraging strategic plan development, providing staff training assistance, and implementing a to-be-developed city Risk Assessment and Monitoring Plan.

Monitoring

1. Describe actions that will take place during the next year to monitor its housing and community development projects and ensure long-term compliance with program requirements and comprehensive planning requirements.

Program Year 2 Action Plan Monitoring response:

Programs operated by the City, such as Code Enforcement and Housing Rehabilitation are monitored by the responsible Division Director and the Finance Department. Frequent reports of program activities will be made to the Division managers and the Director of Community Development.

The City will monitor any sub-recipient program's progress and compliance with the regulations. Monthly reports will contain detailed invoice documentation, achievement of goals and a narrative description of the progress of program activities. The CD Program Administrator will make occasional site visits to observe the activities and examine financial and participant income records if applicable.

The monitoring procedures will follow those outlined in the Five Year Consolidated Plan in Section III: Five Year Strategic Plan, which appears below.

Monitoring Standards and Procedures:

1. Consolidated Plan Compliance Monitoring

In order to evaluate and monitor the benefits of federal funds received, the City will maintain records on who is served on the basis of income, race and ethnicity, family composition, and geographic locations and other variables for all programs. The staff will present reports, based on program beneficiaries' socio-economic data to the Housing Strategy Workgroup (HSW) and other related boards. These reports will track progress of different programs in obtaining the goals and objectives of the City's Consolidated Plan. These reports will also evaluate progress in achieving stated goals and provide updates on various program activities.

Applications for Certificates of Consistency Review and recommended changes or alterations for programs will be evaluated by the City Department of Community Development. This Summary of Certificates Of Consistency issued by the City will also be presented to Housing Strategy Workgroup at their regular meetings. Sub-recipient reporting requirements, sub-recipient compliance monitoring reports and reports for non-contractual agencies, whose projects receive Certificates Of Consistency with the Consolidated Plan also will be included in the reports. The City will use simplified reporting requirements, for which socio-economic data for beneficiaries will be developed, to facilitate consistent tracking and coordination between all service providers. An annual summary of the Grant Performance Report will be provided to the City Commission, the Housing Strategy Workgroup, and any area lenders, special needs population providers, churches, neighborhood groups and other public and private organizations with an interest in housing and related supportive services.

2. Programmatic Monitoring of Sub-Grantee Administered CDBG Projects

Primary responsibility for ensuring the Community Development Block Grant (CDBG) monies are in compliance with requirements is vested in the Department of Community Development. There is a structured management system in place. In all phases of project development and implementation, a checklist is reviewed to monitor the projects. All contracts, sub-recipients and contractors are periodically reviewed to insure that one of the national objectives of the Community Development Block Grant funded activities are being met. Once funds are allocated for a project, a contract review meeting is held with the recipient to discuss the funding agreement and compliance requirements.

All sub-recipient agreements are required to have a work program and work budget. On-site reviews are conducted at least once during the contract. Progress reports are periodically submitted to the Housing Strategy Workgroup.

The overall management of the CDBG Program is monitored by the staff of the Community Development Department and by the City Finance Department.

3. Programmatic Monitoring Of In-House CDBG Programs

The responsibility for design, administration and monitoring of all housing rehabilitation programs is delegated to the Department Community Development by the City Commission through the City Manager's Office. The Department of Community Development is also responsible for developing the Consolidated Plan, the design of housing programs and the in-house programmatic monitoring and oversight functions. The Rehab Specialist is responsible for housing program rehabilitation vendor and contractor lists, certifications and procurement procedures. The day to day administration of housing and rehabilitation programs is performed by the housing and CDBG Program Administrator. Monitoring for financial verifications is performed by the Department of Community Development.

The housing rehabilitation process will be developed to insure a coordinated effort for effective management. Each program is targeted to specific populations, and applications and other documents are designed with appropriate cues to control the process. Each program has its own set of income eligibility guidelines, its own ranking form and Socio-Economic Database, which will be completed at periodic intervals to insure the program benefits are received by the target populations. A case-by-case status summary is also maintained for each program. This in-house monitoring process ensures continuous review and oversight controls within the system.

Housing Rehabilitation, Rental Rehab and Home Repair ; Five Phase Process:

Phase One Activities- In this phase, activities range from initial program design to preliminary selection of property owners for different programs. The housing and CDBG program administrator will oversee the program design stage, synchronizing the activities of key City departments to secure policy guidance and input that is used to ensure intra- and interdepartmental cooperation.

Phase Two Activities- In this phase, work items mainly deal with case processing an ongoing review from unit inspections to unit eligibility analysis to final project selections and on to the stage of bid documents preparation. Monitoring by the Department in this phase includes making one-to-one contact with all program applicants to facilitate the process of rehab management. The Rehab Specialist is responsible for oversight of the procurement procedures and Vendor Lists updates. Disadvantaged business enterprises (DBE) participation reports are reviewed in this process at least annually.

Phase Three Activities- In this phase, the program participants progress from the initiation of bidding processes to the preparation and execution of all loan closing documents, to the actual preconstruction conference with the Notice to Proceed being issued to the general contractor in the home repair and owner and renter rehabilitation programs.

Phase Four Activities- In phase four, as the rehab cases proceed from construction work start stage to work completion, program review and monitoring devices are initiated to restore timely construction management. Progress inspection reports to conduct on-site inspections for invoice worked items are used for each case. Random contacts with property owners in the contractor job inspections are made to ensure quality of workmanship and owner satisfaction. All change orders, and contract amendments are reviewed and approved prior to work execution.

Phase Five Activities- In this final stage, rehabilitation and repair cases progress from the project closeout stage to long-term monitoring until project maturity. At this time, all work completion documents are reviewed for accuracy and record maintenance. The housing and CDBG program administrator ensures that each case is reviewed annually to ensure compliance with all federal and local program requirements.

4. Department Structure and Capacity Building

The City of Sandusky in 2004 entered a new phase of growth in its CDBG Programs and thus its administrative structure. Prior to July of 2004, before attaining Entitlement status, the City operated a few CDBG programs under the State of Ohio's Small Cities Program. The Director of the Community Development Department and her staff were experienced with the design and administration of a variety of HUD funded programs both in Sandusky and in other communities.

The additional programs facilitated by the increased funding available as an Entitlement community required that the City hire additional staff, as well as re-assigning the duties of the more experienced staff.

Lead-based Paint

1. Describe the actions that will take place during the next year to evaluate and reduce the number of housing units containing lead-based paint hazards in order to increase the inventory of lead-safe housing available to extremely low-income, low-income, and moderate-income families.

Program Year 2 Action Plan Lead-based Paint response:

According to a report prepared by the Legislative Subcommittee of the Ohio Childhood Lead Poisoning Prevention Program Advisory Committee, "lead poisoning is the most common childhood environmental health issue in the state of Ohio." A variety of studies have shown that children are more susceptible to the debilitating consequences that develop from lead poisoning and exposure. Research shows that children absorb twice as much lead through their respiratory tract and six to nine times more through their digestive tract than adults do.

Blood-lead levels are measured by blood testing and, specifically, by the number of micrograms of lead per deciliter (ug/dL) of blood. It has been known for some time that high blood-lead levels can harm the nervous system, kidneys, liver, the process by which blood is formed, as well as the reproductive, cardiovascular, immune, and gastrointestinal systems. Part of the difficulty in assessing the risk from lead exposure is that its effects, particularly at lower levels, are subtle. Just a decade ago, "low exposure" levels and blood-lead levels were not considered a threat to health, while today the same levels and exposure are considered to be harmful. Long-term scientific studies are the only way that these effects can be accurately measured, and only recently have several of these been completed. These studies indicate that even low blood-lead levels of 10 to 15 ug/dL can cause reduced gestational age and reduced weight at birth, as well as reduced growth rates for children up to seven to eight years of age. Also, the odds of dropping out of high school are seven times higher and the incidences of reading disabilities are six times higher for children exposed to moderate lead levels. In addition, these children have lower class standings, increased absenteeism and lower vocabulary and grammatical-reading scores, even after discounting other factors. As a result of the findings made by these studies, the Center for Disease Control (CDC) and Prevention has established a level of 1.0 ug/dL as the level above which permanent neurological effects may occur in children.

The sources of lead exposure are dust and soil contaminated by lead paint, as well as, drinking water contaminated by lead pipes, although the most common source is from lead-based paint. With the elimination of lead-based paints and leaded gasoline in recent years, there is less exposure to lead and in fact, blood-lead levels in the general population have been decreasing. Unfortunately, as discussed above, even moderate levels can be harmful, and the exposure through lead-based paint is still prevalent, particularly in areas with older and deteriorating housing stock. Children can ingest paint chips directly, but also are exposed through paint in the soil from exterior paint chips and residue, and dust from interior surfaces. Therefore, the lead-based paint issue becomes of more concern with respect to public and private housing rehabilitation activities, which cause great amounts of dust and paint scrapings.

With respect to specific inspection and abatement procedures required by HUD, final guidelines were set forth in HUD's Guidelines for the Evaluation and Control of Lead Based Paint Hazards in Housing, the 1997 Revision. The 1997 guidelines provide detailed, comprehensive, technical information on how to identify lead-based paint hazards in housing and how to control such hazards safely and efficiently. The goal of the publication is to help property owners, private contractors, and government agencies sharply reduce children's exposure to lead without unnecessarily increasing the cost of housing.

Traditionally, one of the problems in addressing the lead-based paint issue has been the lack of regulation and organization reporting which makes it difficult to determine the extent of the problem. However, estimates have been developed based upon housing and demographic information. An estimate of the number of households at risk has been projected based on the HUD provided estimating factors. Using this Information the City prepared an estimate of the number of housing units affected by lead-based paint.

Based upon ratios provided by HUD, the number of units with lead paint is 8,503, or 79.4% of all residential units in the City of Sandusky. The number of units with lead-based paint that are occupied by low or moderate-income families is estimated to be 1,169 or 11%. Based on projections used by HUD, this would indicate that LMI persons inhabit 47.6% of the units determined to have a lead hazard. These figures indicate the number of units affected by lead paint, not the number of children affected.

There have been 113 incidents of elevated blood levels within the City of Sandusky, based on the information reported to the Ohio Department of Health. This number varies by the frequency ODH has provided funds to run testing clinics in the jurisdictions.

Lead-Based Paint Hazard Evaluation and Reduction -will be targeted at units built prior to 1978 that are occupied by low and moderate-income households. The lead activity will be conducted in conjunction with the owner-occupied rehabilitation activity citywide. Temporary Relocation Activities will be provided as supportive activities for households undergoing LBP reduction.

Any unit within the City of Sandusky that is to undergo testing and/or abatement will be done by the City's Rehab Specialist who is licensed to perform the work by the Ohio Department of Health. The city will actively seek licensed and qualified contractors to participate as lead abatement contractors. The city will support any interested private contractors in obtaining training and certifications for supervisors and lead abatement workers. The Rehab Specialist for the City performs lead paint assessments and initial dwelling inspection, identification and qualification. The State of Ohio will license all inspection/assessment and abatement workers/contractors.

HOUSING

Specific Housing Objectives

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

1. Describe the priorities and specific objectives the jurisdiction hopes to achieve during the next year.
2. Describe how Federal, State, and local public and private sector resources that are reasonably expected to be available will be used to address identified needs for the period covered by this Action Plan.

Program Year 2 Action Plan Specific Objectives response:

Following are a list of specific objectives the City of Sandusky aims to achieve in the 2005 Program Year.

H-1.1 Priority Objective: Owner Rehabilitation

Goal: To improve condition of existing housing stock by providing housing rehabilitation assistance to current homeowners.

Objectives:

1. Rehabilitate owner occupied housing units using CDBG funds. Coordinate with lenders and the Community Action Organization (CAO) Weatherization programs to leverage funds.
2. Provide home repairs for homeowners to address urgent needs or accessibility modifications using CDBG funds.
3. Incorporate elimination of lead based paint hazards into rehabilitation and home repair projects.

Funding: \$106,409 will be budgeted from the FY 2005 CDBG allocation and

\$15,000 will be budgeted from program income; in addition, staff will apply to the State of Ohio for \$500,000 in HOME funds.

H-2.1 Priority Objective: Homebuyers Down Payment Assistance

Goal: Continue down-payment assistance programs to transform renters into homeowners.

Objectives:

1. Partner with Bay Area Neighborhood Community Development Corporation (BANDC) for homebuyer counseling and credit repair.
2. Provide down-payment funds to enable renters and first time homebuyers to purchase homes within Sandusky.
3. Increase the rate of homeownership and citizen investment in the neighborhood.
4. Provide households with greater access to wealth building through the building of equity in a home.

Goal: Provide housing rehabilitation to first time homebuyers.

Objectives:

1. Overcome housing quality issues in lower priced homes for first time homebuyers.
2. Improve quality of neighborhood housing.
3. Reduce initial expenses of homeownership for first time homebuyers, thus enhancing success as homeowners.

Funding: \$10,000 will be budgeted from the FY 2005 CDBG allocation.

H-2.2 Priority Objective: Household Education

Goal: Provide financial education, budget assistance, and skills training to current homeowners and homebuyers.

Objectives:

1. Increasing current and future owners' abilities to successfully organize finances and home maintenance to ensure retention of their housing.
2. Reduce foreclosures.
3. Enhance neighborhood and household stability.
4. Enhance compliance with housing codes.

Funding: \$25,000 will be budgeted from the FY 2005 CDBG allocation.

H-1.4 Priority Objective: Selective Demolition

Goal: Improve neighborhood appearance and livability, preserving market value of neighborhoods.

Objectives:

1. Eliminate blighting influences on neighborhoods

2. Reduce population loss.
3. Eliminate safety hazards presented by unsafe structures.
4. Make properties available for land banking and redevelopment.

Funding: \$80,000 will be budgeted from the FY 2005 CDBG allocation.

Needs of Public Housing

1. Describe the manner in which the plan of the jurisdiction will help address the needs of public housing and activities it will undertake during the next year to encourage public housing residents to become more involved in management and participate in homeownership.
2. If the public housing agency is designated as "troubled" by HUD or otherwise is performing poorly, the jurisdiction shall describe the manner in which it will provide financial or other assistance in improving its operations to remove such designation during the next year.

Program Year 2 Action Plan Public Housing Strategy response:

The City of Sandusky recognizes the importance of Erie Metropolitan Housing Authority (EMHA) as an affordable housing provider. Though no collaborative projects are planned at this time, the City Community Development Department and EMHA are developing a collegial relationship, serving on each other's boards and committees, and developing a dialogue on their various roles in promoting affordable housing. There may be opportunities for EMHA to refer landlord applicants to the City for Rental Rehab Loans when properties are in need of rehabilitation. EMHA is also testing the Section 8 Home Purchase program and the housing counseling provided by BANDC will be available to EMHA tenants interested in becoming homeowners.

Barriers to Affordable Housing

1. Describe the actions that will take place during the next year to remove barriers to affordable housing.

Program Year 2 Action Plan Barriers to Affordable Housing response:

The City proposes to undertake the following activities for year 2005-2006 to remove barriers to affordable housing:

- The city will continue to provide the educational materials that will improve fair housing choices by giving individuals the power of knowledge. This will include continuing the current education programs, actively support Fair Housing Month activities and by funding a testing program.
- The City will encourage residential development for all income levels in appropriate locations, maintain and enhance property values and continue to use housing code enforcement to improve property conditions and maintain property values. The City will explore a land banking program and continue housing preservation programs.

- The City will continue to help residents overcome accessibility barriers. The Emergency Repair program will be available to provide funding for eligible applicants that require accessibility improvements such as installation of a handicap ramp. Staff will create educational materials that inform residents about their right to reasonable accommodations under the law. Landlords and builders will also be encouraged to construct or renovate with accessibility issues in mind.
- To provide more choices in affordable housing the City will work on several initiatives including reviewing taxation and zoning policies to determine its effect of housing affordability and new neighborhood development and reviewing building code/inspection policies to determine impacts on housing affordability. In addition, the City will continue the down payment assistance program, revitalizing targeted neighborhoods, developing additional housing opportunities downtown and encourage the maintenance of existing neighborhood stock.

HOME/ American Dream Down payment Initiative (ADDI)

1. Describe other forms of investment not described in § 92.205(b).
2. If the participating jurisdiction (PJ) will use HOME or ADDI funds for homebuyers, it must state the guidelines for resale or recapture, as required in § 92.254 of the HOME rule.
3. If the PJ will use HOME funds to refinance existing debt secured by multifamily housing that is that is being rehabilitated with HOME funds, it must state its refinancing guidelines required under § 92.206(b). The guidelines shall describe the conditions under which the PJ will refinance existing debt. At a minimum these guidelines must:
 - a. Demonstrate that rehabilitation is the primary eligible activity and ensure that this requirement is met by establishing a minimum level of rehabilitation per unit or a required ratio between rehabilitation and refinancing.
 - b. Require a review of management practices to demonstrate that disinvestments in the property has not occurred; that the long-term needs of the project can be met; and that the feasibility of serving the targeted population over an extended affordability period can be demonstrated.
 - c. State whether the new investment is being made to maintain current affordable units, create additional affordable units, or both.
 - d. Specify the required period of affordability, whether it is the minimum 15 years or longer.
 - e. Specify whether the investment of HOME funds may be jurisdiction-wide or limited to a specific geographic area, such as a neighborhood identified in a neighborhood revitalization strategy under 24 CFR 91.215(e)(2) or a Federally designated Empowerment Zone or Enterprise Community.
 - f. State that HOME funds cannot be used to refinance multifamily loans made or insured by any federal program, including CDBG.
4. If the PJ is going to receive American Dream Down payment Initiative (ADDI) funds, please complete the following narratives:
 - a. Describe the planned use of the ADDI funds.

- b. Describe the PJ's plan for conducting targeted outreach to residents and tenants of public housing and manufactured housing and to other families assisted by public housing agencies, for the purposes of ensuring that the ADDI funds are used to provide down payment assistance for such residents, tenants, and families.
- c. Describe the actions to be taken to ensure the suitability of families receiving ADDI funds to undertake and maintain homeownership, such as provision of housing counseling to homebuyers.

Program Year 2 Action Plan HOME/ADDI response:

The City of Sandusky will not receive ADDI funds from HUD during the fiscal year 2005-2006.

HOMELESS**Specific Homeless Prevention Elements**

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

1. Sources of Funds—Identify the private and public resources that the jurisdiction expects to receive during the next year to address homeless needs and to prevent homelessness. These include the McKinney-Vento Homeless Assistance Act programs, other special federal, state and local and private funds targeted to homeless individuals and families with children, especially the chronically homeless, the HUD formula programs, and any publicly-owned land or property. Please describe, briefly, the jurisdiction's plan for the investment and use of funds directed toward homelessness.
2. Homelessness—In a narrative, describe how the action plan will address the specific objectives of the Strategic Plan and, ultimately, the priority needs identified. Please also identify potential obstacles to completing these action steps.
3. Chronic homelessness—The jurisdiction must describe the specific planned action steps it will take over the next year aimed at eliminating chronic homelessness by 2012. Again, please identify barriers to achieving this.
4. Homelessness Prevention—The jurisdiction must describe its planned action steps over the next year to address the individual and families with children at imminent risk of becoming homeless.
5. Discharge Coordination Policy—Explain planned activities to implement a cohesive, community-wide Discharge Coordination Policy, and how, in the coming year, the community will move toward such a policy.

Program Year 2 Action Plan Special Needs response:

The City will continue to fund the Emergency Repair Program with the Housing Program Income RLF. These funds will particularly serve the elderly and the disabled with accessibility repairs and serving to prevent homelessness due to housing emergencies. This year the City has developed an application process for housing and service agencies to make proposals for the use of CDBG funds and will specifically support more projects that address the needs of the homeless and special needs populations.

The City of Sandusky will ensure that activities undertaken coordinate with the existing continuum of care through the continuation of the Housing Strategy Workgroup. The meetings of the Housing Strategy Workgroup bring together various agencies that deal with housing and housing related issues in the city. Working together alleviates duplication of services and allows for cooperative planning and development for the existing resources. The HSW also gives agencies the chance to discover new opportunities available and to identify gaps in the existing housing delivery system.

The Volunteers of America of Northwest Ohio is the lead agency in managing the continuum of care process. The Volunteers of America movement was organized to reach out and provide education and support to all people. Volunteers of America measure its success in positive change in the lives of individuals and the community as a whole. They provide transitional housing for homeless men, women and families at the Crossroads facility in Sandusky. Participants in the Crossroads project can stay up to 24 months and are given access to support services that include: case management, employment training/support, nursing clinic, nutrition counseling, money management, transportation, meals and links to other support services. They also manage the Serenity House facility that provides transitional housing for homeless men and women. VOA served a total of 1359 persons at both facilities in 2004.

Families with low household income and higher housing costs are at risk of becoming homeless. There is a continued need for homelessness prevention programs that provide the emergency assistance to families during periods of financial crisis. The Care and Share Program of Sandusky provides emergency assistance for rent, utilities, and medicine as a last resort for those individuals in a critical situation. The Erie County Department of Job and Family Services provides additional emergency funding for persons in financial crisis. The Erie County Veterans Service Office provides grants for housing related costs in emergency situations to veterans and their dependents. Victims of domestic violence can receive temporary shelter from the Safe Harbor Shelter.

The City of Sandusky has supported the efforts of homelessness prevention and serving the needs of the homeless population by providing Community Development Block Grant funds to Volunteers of America. These funds are important to the continuum of care for the homeless population. The residents of the various shelters in Sandusky are provided access to counseling programs, life skills classes and job training. These are important as they transition to becoming viable community members and continue down the path towards self-sufficiency. Chemical dependency programs are also required, as it is a major contributor to individuals and families becoming homeless.

An additional member of the homelessness prevention team is Erie Residential Living, Inc. This private non-profit corporation provides supported living in two 8-person units in Sandusky. The residents are developmentally disabled and receive support services with the aim to provide the tools needed for greater independence.

Emergency Shelter Grants (ESG)

(States only) Describe the process for awarding grants to State recipients, and a description of how the allocation will be made available to units of local government.

Program Year 2 Action Plan ESG response:

The City of Sandusky will not receive Emergency Shelter Grant funds from HUD During the fiscal year 2005-2006.

COMMUNITY DEVELOPMENT

Community Development

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

1. Identify the jurisdiction's priority non-housing community development needs eligible for assistance by CDBG eligibility category specified in the Community Development Needs Table (formerly Table 2B), public facilities, public improvements, public services and economic development.
2. Identify specific long-term and short-term community development objectives (including economic development activities that create jobs), developed in accordance with the statutory goals described in section 24 CFR 91.1 and the primary objective of the CDBG program to provide decent housing and a suitable living environment and expand economic opportunities, principally for low- and moderate-income persons.

*Note: Each specific objective developed to address a priority need, must be identified by number and contain proposed accomplishments, the time period (i.e., one, two, three, or more years), and annual program year numeric goals the jurisdiction hopes to achieve in quantitative terms, or in other measurable terms as identified and defined by the jurisdiction.

Program Year 2 Action Plan Community Development response:

The CDBG Program for 2005 addresses the community development concerns and needs identified in the City's Consolidated Plan for fiscal years 2004 to 2009. The goals and objectives of the City Commission as well as the funding criteria of the CDBG funding process also encourage projects that address these needs. These needs can be categorized into the following broad categories:

- Neighborhood Enhancement
- Housing Stock Preservation
- Creation of Affordable Housing
- Economic Development & Business Expansion/Retention
- Nuisance Abatement
- Public Improvements

Of the 2005 projects, all eighteen activities address at least one of the areas of need either directly or indirectly. Three of the eighteen directly improve the condition of existing housing for LMI persons. Two activities directly enable the construction of more affordable housing in Sandusky, some for special needs persons. Two are parks improvements that will enhance neighborhood livability. Financial literacy training and homebuyer counseling will advance the goal of increasing homeownership, public facilities improvements will enhance distressed neighborhoods, and economic development loans will directly increase the number of jobs available to LMI persons. Administration and implementation activities are necessary to actualize the programs.

The City continues to support its economic development objectives through the Downtown Development Manager position, and the advocacy and networking provided by the Economic Development staff.

The City will support the empowerment of neighborhood associations and enlist them in neighborhood improvement projects as well as drawing upon them for input in future community development program planning.

Following are a list of specific objectives the City of Sandusky aims to achieve in the 2005 Program Year in addition to the projects listed the City will set aside funds for a Solid Waste Recycling Center.

D-1.2 Priority Objective: Increase Connections to the Bike Path

Goal: Provide all citizens equal access to a major City recreational amenity.

Objectives:

1. Promote the desirability of all neighborhoods
2. Promote alternative transportation mode
3. Promote the desirability of the City as a place to live

Funding: \$40,000 will be budgeted from the FY 2005 CDBG allocation.

Priority Strategy D-3: *Complete infrastructure improvements in neighborhoods; complete separation of storm and sanitary sewers; continue street resurfacing and complete construction of accessible sidewalk ramps.*

Rationale: The City has developed capital improvements schedules to address its need to separate combined sewers, adequately maintain streets in the neighborhoods and to comply with ADA requirements for accessibility. The City will utilize CDBG funds to carry out these activities in low to moderate-income neighborhoods.

D-3.1 Priority Objective: Complete Separation of Storm and Sanitary Sewers on Shoreline Drive and Putnam Street

D-3.1.1 Goal: Reduce combined sewer overflows after heavy rains.

Objectives:

1. Reduce health risks.
2. Improve neighborhood livability
3. Extend capacity-life of sewer treatment plant as storm water loads are eliminated.

Funding: \$207,300 will be budgeted from the FY 2005 CDBG allocation.

D-3.1.2 Goal: Continue street resurfacing program in neighborhoods. Wilson Street will be resurfaced using CDBG funds and matching Distress Grant funding.

Objectives:

1. Improve neighborhood livability
2. Improve neighborhood image
3. Promote traffic safety

Funding: \$75,000 will be budgeted from the FY 2005 CDBG allocation.

D-3.1.3 Goal: Complete construction of accessible sidewalk ramps.

Objectives:

1. Achieve full compliance with ADA
2. Improve access for citizens with mobility disabilities.
3. Improve neighborhood livability

Funding: \$58,500 will be budgeted from the FY 2005 CDBG allocation.

Priority Strategy D-6: *Redevelop vacant commercial and industrial buildings; leverage new grant programs to produce incentives for private developers to redevelop properties for new mixed use projects in the downtown and Bay Front Corridor; reduce impediments to industrial expansion created by transportation right-of- ways; stimulate development of a new industrial park setting.*

Rationale: Economic development is the activity that provides the best opportunity for the City to raise the incomes of its residents and stabilize its future. The City has adopted an integrated economic development strategy that promotes redevelopment of aging business centers and promotes development of new, modern industrial space. Sandusky once had a thriving industrial port and many factories and warehouses were built on the waterfront. As these buildings have fallen into disuse, they present a redevelopment opportunity for both housing and commercial endeavors. This is valuable space for a city that is nearly landlocked. Because of their previous uses and ages, many of these buildings are believed to harbor environmentally hazardous materials, which would have to be assessed and remediated in accordance with EPA, permit procedures prior to reuse. These are expensive activities that often create a disincentive to redevelopment of the properties. The State of Ohio has new grant funding (Clean Ohio) available for use in assessing hazards and for remediation. The City plans to utilize CDBG funds to match and leverage these grant funds. Thereby, it can offset start up costs and reduce risk to a prospective developer, stimulating the renovation and reuse of these structures. This is a key component to continued revitalization of the downtown and the waterfront.

The City's current industrial park is almost fully occupied and in order to provide appropriate space for attracting new businesses or room for expanded businesses it plans to set aside and develop a second industrial park in a favorable area. Some existing industries that contemplate expansion on their current sites are somewhat limited by the physical layout of their business in relation to roads and railroads. The City will explore creative solutions to these barriers to promote job creation.

D-6.1 Priority Objective: Obtain Brownfield Remediation Grants

Goal: Utilize CDBG as matching funds to leverage grants available for Phase I & II Environmental Property Assessments.

Objectives:

1. Conduct these assessments in pre-development phase to reduce risk to developers
2. Revitalize the downtown and Bay Front Corridor
3. Increase available housing options
4. Promote tourism and heritage related economic activity

Funding: The City plans to apply for a Section 108 Loan along with BEDI.

D-6.2 Priority Objective: Reduce Impediments to Industrial Expansion

Goal: Find creative solutions to impediments to operations and expansions created by transportation facilities.

Objectives:

1. Address a major impediment to business expansion
2. Job creation and retention through expansion of existing businesses

Funding: \$195,000 will be budgeted from the FY 2005 from Program Income into the Revolving Loan Fund.

D-7 Priority Objective: Construct a Basketball Court in Churchwell Park and provide scholarships for eligible youths to participate in City Recreation Programs.

Goal: To improve the recreational experience in the parks.

Objectives:

1. Expand use of the parks as a neighborhood amenity.
2. Increase the success of festivals and events.
3. Improve the city's image to visitors.

Funding: \$6,900 will be budgeted from the FY 2005 CDBG allocation.

D-8 Priority Objective: Promote Establishment & Growth of New Businesses

Goal: Increase the number of "home-grown" businesses in Sandusky.

Objectives:

1. Create more jobs.
2. Create a new pool of owners and managers within the community.
3. Direct economic development efforts toward the most promising segment of the future economy.

Funding: \$50,000 will be budgeted from the FY 2005 CDBG allocation.

D-9.2 Priority Objective: Renovate historic buildings in the downtown.

Goal: Improve economic activity in the downtown.

Objectives:

1. Improve the city's image and attractiveness.
2. Enhance historic component to tourism.
3. Re-define the city's sense of "place".

Funding: \$50,000 will be budgeted from the FY 2005 CDBG allocation.

Antipoverty Strategy

1. Describe the actions that will take place during the next year to reduce the number of poverty level families.

Program Year 2 Action Plan Antipoverty Strategy response:

The City of Sandusky does not have the resources to directly improve the poverty status of its citizens. The Erie County Department of Jobs and Family Services provides the most assistance available in terms of linking a household with sources of income to which they may be entitled; including TANF, Unemployment Compensation, Child Support etc.

The City will give priority in its selection of applicants for its CDBG programs to those with a total household income of less than 80% of medium income. In this way, it can direct non-cash housing assistance to households below the poverty level, so as to at least reduce their costs of maintaining adequate housing. It will also direct some CDBG funds to supporting the efforts of non-profit agencies in the creation of housing that is affordable to low income and special needs populations.

NON-HOMELESS SPECIAL NEEDS HOUSING

Non-homeless Special Needs (91.220 (c) and (e))

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

1. Describe the priorities and specific objectives the jurisdiction hopes to achieve for the period covered by the Action Plan.
2. Describe how Federal, State, and local public and private sector resources that are reasonably expected to be available will be used to address identified needs for the period covered by this Action Plan.

Program Year 2 Action Plan Specific Objectives response:

Sandusky is blessed to have several very active agencies that provide assisted housing to the elderly, homeless, and mentally and physically disabled. The flip side to having such proactive and dependable service agencies is an increase in demand. The city has been overpopulated with section 8 vouchers and certificates. The Erie County Metropolitan Housing manages the section 8 voucher and certificate program. Although they cover all of Erie County, the certificate and vouchers are being overwhelming used within the city. This is putting further strain on the social service agencies since they are dealing with an unusually high percentage of households in need.

Volunteers of America

The Volunteers of America is a movement organized to reach out and provide education and support to all people. Volunteers of America measure its success in positive change in the lives of individuals and the community as a whole. They provide transitional housing for homeless men, women and families at the Crossroads facility in Sandusky. Participants in the Crossroads project can stay up to 24 months and are given access to support services that include: case management, employment training/support, nursing clinic, nutrition counseling, money management, transportation, meals and links to other support services. VOA also operates, in conjunction with the ADAMHS Board, adult care facilities that serve as a group home for mental health consumers where individuals receive daily living skills training. Additionally, VOA and ADAMHS Board have scattered site subsidized rental units for individuals and families referred by the local mental health agency and are eligible for 508 certification. VOA also operates the Sandusky VOA Living Center, which provides permanent housing for low-income individuals. The complex contains 21 units and opened in 1993.

Erie Huron Community Action Commission, Inc.

The Erie Huron CAC provides emergency home repair assistance to senior citizens. The agency also operates the Community Plaza, which is a HUD funded 27-unit apartment building in Sandusky. In an effort to prevent homelessness, EHCAC provides assistance with deposit, rent or mortgage payments through federal and state grant programs.

Firelands Habitat for Humanity

The Firelands Habitat for Humanity group serves families with incomes between 25 and 50 percent of the median income for the area. They work in partnership with the participating family by constructing a new unit that is sold with a no interest mortgage. Families must work on their own or other units under construction for a certain number of hours to participate in the program. The program utilizes volunteer labor, donated materials and lots to keep the prices affordable to the low and very low-income families.

Harborview Corporation

Harborview provides senior housing with 100 section 8 scattered site units. Harborveiv provides rental assistance to the elderly participants. They have 15 to 20 individuals requesting assistance on a waiting list at any one time. Many times, the timing is not right when a unit becomes available; the person is not in a position to move.

The Housing Strategy Workgroup identified the area of affordability and availability as a concern and need on several levels, and in almost all income categories. There is a need for additional financial resources to operate the group homes and residential living for persons with developmental and physical disabilities. These funds are needed to bring down the cost of rent for the individuals, especially in the very low-income category. Additionally, the utility costs for both elderly and very low-income persons with disabilities are a growing problem. The increase in utility cost leave many older residents with the unnamable choice between adequate food for themselves and/or their household and paying utility bills. Several resource agencies within the city provide a limited amount of assistance and expanding the programs is a goal of these agencies, including, Serving Our Seniors and the Veterans Services Office.

Another need is an increase of affordable housing for the elderly, especially assisted living units. The lack of affordable senior housing also puts additional constraints on the housing supply by keeping individuals in homes that would be affordable to low and moderate income individuals longer. Additional development of senior housing is needed to meet current demand.

There is currently sufficient access to supportive services such as case management within developmentally disabled population. There are also several agencies that provide counseling services at the various group homes and living centers. Funding is always an issue for the agencies providing the services. The city has historically and will continue to provide financial assistance to agencies meeting the supportive service needs of the special needs population.

Housing Opportunities for People with AIDS

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

1. Provide a Brief description of the organization, the area of service, the name of the program contacts, and a broad overview of the range/ type of housing activities to be done during the next year.
2. Report on the actions taken during the year that addressed the special needs of persons who are not homeless but require supportive housing, and assistance for persons who are homeless.
3. Evaluate the progress in meeting its specific objective of providing affordable housing, including a comparison of actual outputs and outcomes to proposed goals and progress made on the other planned actions indicated in the strategic and action plans. The evaluation can address any related program adjustments or future plans.
4. Report on the accomplishments under the annual HOPWA output goals for the number of households assisted during the year in: (1) short-term rent, mortgage and utility payments to avoid homelessness; (2) rental assistance programs; and (3) in housing facilities, such as community residences and SRO dwellings, where funds are used to develop and/or operate these facilities. Include any assessment of client outcomes for achieving housing stability, reduced risks of homelessness and improved access to care.
5. Report on the use of committed leveraging from other public and private resources that helped to address needs identified in the plan.
6. Provide an analysis of the extent to which HOPWA funds were distributed among different categories of housing needs consistent with the geographic distribution plans identified in its approved Consolidated Plan.
7. Describe any barriers (including non-regulatory) encountered, actions in response to barriers, and recommendations for program improvement.
8. Please describe the expected trends facing the community in meeting the needs of persons living with HIV/AIDS and provide additional information regarding the administration of services to people with HIV/AIDS.
9. Please note any evaluations, studies or other assessments that will be conducted on the local HOPWA program during the next year.

Program Year 2 Action Plan HOPWA response:

The City of Sandusky will not receive HOPWA funds from HUD during the fiscal year 2005-2006.

Specific HOPWA Objectives

Describe how Federal, State, and local public and private sector resources that are reasonably expected to be available will be used to address identified needs for the period covered by the Action Plan.

Program Year 2 Specific HOPWA Objectives response:

N/A

Other Narrative

Include any Action Plan information that was not covered by a narrative in any other section.

CITY OF SANDUSKY FISCAL YEAR 2005 LISTING OF COMMUNITY DEVELOPMENT BLOCK GRANT PROPOSED PROJETS				
The programs and activities described in the individual project sheets reflect the City's estimated Fiscal Year 2005 allocation for CDBG of \$918,886 plus an estimated available RLF program income of \$210,000. In addition, the City will match these funds with \$50,000 in private investment and approximately \$940,233 from other grant sources to complete the proposed projects.				
2005 CDBG PROPOSED PROJECTS	SOURCE	PROPOSED AMOUNT	MATCH SOURCE	AMOUNT
Administration	CDBG			
<i>Subtotal</i>		\$183,777		
Housing & Rehabilitation Programs:				
Rehabilitation of Single Family Units	CDBG		CHIP	\$500,000
Rehabilitation of Single Family Units	RLF			
Direct Homeownership Assistance	CDBG			
Clearance and Demolition	CDBG			
Downtown Building Façade & Code Program	CDBG		Private	\$50,000
<i>Subtotal</i>		\$261,409		\$550,000
Economic Development:				
Economic Development	RLF			

Micro-Enterprise Assistance	CDBG			
Subtotal		\$245,000		\$0
Public Services:				
Homebuyer Counseling	CDBG			
Youth Services - Parks & Rec Scholarships	CDBG			
Public Service Projects	CDBG			
Subtotal		\$37,500		\$0
Public Facilities:				
Sidewalks - Mills, Putnam, Wilson, Perkins	CDBG		Distress	\$53,200
Street Improvements - Wilson Street	CDBG		Distress	\$75,000
Water/Sewer - Putnam Street	CDBG		Distress	\$115,000
Water/Sewer - Shoreline Drive	CDBG			
Solid Waste Disposal - Recycling Center	CDBG			
Parks & Rec - Churchwell Park Basketball Hoop	CDBG		Distress	\$4,400
Parks & Rec - Pedestrian Bike Path	CDBG		MPO	\$140,233
Subtotal		\$391,800		\$387,833
Removal of Barriers:				
Handicap Ramps			Distress	\$32,400
Subtotal		\$9,400		\$32,400
Fiscal Year 2005 Grand Total		\$1,128,886		\$970,233