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 Program Year 2016 Consolidated Annual Performance and Evaluation Report (CAPER) describes the activities and outcomes completed between July 1, 2016 and June 30, 2017 under the County of Kent's Community Development Block Grant (CDBG) and HOME Investment Partnerships (HOME) program. The Action Plan for this period was the first of the Five Year Regional Consolidated Plan 2016-20120 with the City of Grand Rapids and the City of Wyoming. During this period, the County of Kent received the following resources:

Community Development Block Grant (CDBG) - $1,497,686.00; HOME Investment Partnerships program (HOME) - $667,268.00; Program Income (CDBG, Moderate HOME Rehab and NSP) - $133,327.74; Continuum of Care (CoC) - $1,324,620.00

The goals of the Kent County Community Development (KCCD), in accordance with the regulations prescribed by the U.S. Department of Housing and Urban Development, are to achieve the following outcomes for low and moderate income (LMI) Households:

- Goal 1: Improve the Condition of Existing Housing.
- Goal 2: Increase the Supply of Affordable Housing.
- Goal 3: Improve Access to Stability of Affordable Housing.
- Goal 4: Reduce Blight and Code Violations.
- Goal 5: Increase Civic Engagement and Public Safety.
- Goal 6: Enhance Infrastructure and Public Facilities.
- Goal 7: Increase Access to Jobs, Education and Other Services.

- Goal 8: Increase Economic Opportunities.

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
Enhance Infrastructure and Public Facilities	Non-Housing Community Development	CDBG: $	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	63340	22375	35.33%	12668	22375	176.63%
Improve Access/Stability of Affordable Housing	Affordable Housing Homeless	CDBG: $	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	1500	0	0.00%	300	0	0.00%
Improve the Condition of Existing Housing	Affordable Housing	CDBG: $	Homeowner Housing Rehabilitated	Household Housing Unit	545	138	25.32%	109	138	126.61%

Increase Access to Jobs, Education & Other Service	Non-Homeless Special Needs Non-Housing Community Development	CDBG: $	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	44098	22375	50.74%	8820	160	1.81%
Increase Access to Jobs, Education & Other Service	Non-Homeless Special Needs Non-Housing Community Development	CDBG: $	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	0	346		0	346	
Increase the Supply of Affordable Housing	Affordable Housing	HOME: $	Rental units constructed	Household Housing Unit	5	0	0.00%	1	0	0.00%
Increase the Supply of Affordable Housing	Affordable Housing	HOME: $	Homeowner Housing Added	Household Housing Unit	20	0	0.00%	4	0	0.00%
Reduce Blight and Code Violations	Affordable Housing Non-Housing Community Development	CDBG: $	Buildings Demolished	Buildings	6	0	0.00%	1	0	0.00%

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.

KCCD has clearly assessed the needs of the 32 Local Units of Government (LUOG) that make up our Consortium and operating in our first of the Kent County Regional Consolidated Plan (2016-2020). The plan informs the County's yearly decision-making process identfying priority needs of the community identified in 8 Goals. Based upon accomplishments of activities completed this year, Kent County Community Development is currently ahead of the expected outcomes for our primary goal to Improve the Condition of Existing Housing at a rate of 126%. Although there is still room for improvement, no significant amendements have been made to the Regional Plan due to the increasing opportunites for affordable housing development and partnerships we have established in the community.

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	703	13	0
Black or African American	159	12	0
Asian	22	0	0
American Indian or American Native	5	0	0
Native Hawaiian or Other Pacific Islander	0	0	0
Total	**889**	**25**	**0**
Hispanic	60	1	0
Not Hispanic	487	24	0

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

Narrative

The County of Kent has allocated the majority of all our entitlement funding received from HUD to 32 participating local units of government based upon the proportion of the low and moderate income population residing in each community. As indicated in our Regional Consolidated Plan our target population based on Race/Ethnicity were those individuals between 30-50% AMI.

The Fair Housing Center of Western Michigan was allocated $40,000 in PY2016. They completed a total of 34 housing tests throughout Kent County's rental market, based either upon specific allegations of housing discrimination, or in response to available housing as indicated by newspaper advertising, classified ads, geographically-based weekly publications, traditional marketing materials, community-based bulletin sites, actual site postings and housing placement services. Tests were conducted by trained testers in accordance with generally accepted testing methodology at the direction of FHC-WM's Director of Advocacy or its Test Coordinator, and were designed to detect measurable differences in the treatment of testers who differed in a single characteristic. The difference was determined through comparative analysis of paired housing testers' experience as reported on standardized test forms. The housing tests completed were controlled to determine discrimination based on the basis for which the complaint had been submitted including: age, color, disability, family status, gender, income, marital status, national origin, race, and religion. Throughout the year 415 clients were served in the Kent County target area of this grant.

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	public - federal	3,000,471	1,705,159
HOME	public - federal	2,219,218	543,640
ESG	public - federal	0	0

Table 3 - Resources Made Available

Narrative

The County of Kent, along with the City of Wyoming and the City of Grand Rapids, adopted the 2016-2020 Kent County Regional Consolidated Plan. The County of Kent's First Program Year Action Plan is part of the adopted Regional Consolidated Plan and based upon its goals, objectives and priority needs.

The County of Kent had a total of $5,219,689.15 available for the Community Development Program during the period of July 1, 2016 through June 30, 2017. This amount consisted of $1,497,686 in an annual entitlement grant from the U.S. Department of Housing and Urban Development, $1,369,457.71 unexpended CDBG funds at the end of the previous program year, $667,268 in the annual HOME Investment Partnership grant, $1,551,949.70 of unexpended HOME funds at the end of the previous program year and $133,327.74 received from program income. At the conclusion of this 2016-2017 reporting period, a total of $2,024,389.87 for CDBG activities and $543,640.43 for HOME activities.

Identify the geographic distribution and location of investments

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description

Table 4 – Identify the geographic distribution and location of investments

Narrative

The County of Kent's (herein referred to as Kent County of the Consortium) FY 2017-2018 Second-Year Action Plan covers 32 cities, townships, and villages in Kent County except for the City of Lowell who opted out for this funding round and the cities of Grand Rapids and Wyoming, which operate their own entitlement CDBG programs. (The western half of the Village of Casnovia, which is located in Muskegon County, is also part of the County of Kent CDBG Program's jurisdiction.)

CDBG-funded service programs will directly benefits only low- and moderate-income homeowners and residents, including seniors and the disabled. The remaining projects are geographically targeted to primarily residential areas that have a high concentration of low- and moderate-income residents. CDBG Target Areas are determined by HUD income standards, in census tracts that have

39.06% or more of their residents classified by HUD as low- or moderate-income persons.

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.

Public resources are leveraged by individual LUOG's when planning their local projects. Depending on the LUOG, the funds may come from their general fund, local foundations, or state funds. Kent County Community Development staff provides guidance during the project application period, instructing LUOG's to find matching funds for projects. The Department provides letters of commitment to nonprofit and LUOG's seeking matching funds for their projects. In addition, the County of Kent provides in-kind services to facilitate the operation of the Kent County Community Development Department, which is over and above the federal dollars available for administration of federal grants.

Federal resources from HUD leveraged private first mortgage dollars for several households who received homebuyer assistance. Households assisted with HOME subsidy for homebuyer assistance would not have been able to purchase a home without the "gap" funding provided to write down their first mortgage and/or pay closing costs.

Fiscal Year Summary – HOME Match	
1. Excess match from prior Federal fiscal year	16,036
2. Match contributed during current Federal fiscal year	135,910
3. Total match available for current Federal fiscal year (Line 1 plus Line 2)	151,946
4. Match liability for current Federal fiscal year	115,665
5. Excess match carried over to next Federal fiscal year (Line 3 minus Line 4)	36,281

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

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 begin-ning 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	0	0	0	0	0	0
Number	0	0	0	0	0	0
Sub-Contracts						
Number	0	0	0	0	0	0
Dollar Amount	0	0	0	0	0	0

	Total	**Women Business Enterprises**	**Male**
Contracts			
Dollar Amount	0	0	0
Number	0	0	0
Sub-Contracts			
Number	0	0	0
Dollar Amount	0	0	0

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	0	0
Number of Non-Homeless households to be provided affordable housing units	113	0
Number of Special-Needs households to be provided affordable housing units	0	0
Total	**113**	**0**

Table 11 – Number of Households

	One-Year Goal	Actual
Number of households supported through Rental Assistance	0	0
Number of households supported through The Production of New Units	4	0
Number of households supported through Rehab of Existing Units	109	138
Number of households supported through Acquisition of Existing Units	0	0
Total	**113**	**138**

Table 12 – Number of Households Supported

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

The County of Kent provides affordable housing with HOME funding. However, CDBG funds are utilized to support the ability of low income families to stay in the affordable homes. The minor and moderate home repair program provides opportunities for families with limited resources to make repairs to their largest investment, thereby allowing them to remain in quality affordable housing.

Actions taken this past FY 2016 to foster and maintain affordable housing including working with local nonprofits to identify affordable housing projects in the community and establishing an request for proposals through our consortium partnership with the City of Wyoming to identify agencies throughout the community that potentially have housing projects in mind that are eligible for funding through the HOME program. The County of Kent has also allocated $900,000.00 in HOME funds towards Tenant Based Rental Assistance program.

Although the there is a shortfall of housing stock, we are in the process of 6 contracted projects that will help us in reaching our goal of the creation and sustainability of affordable housing in Kent County.

Discuss how these outcomes will impact future annual action plans.

Future impact from these activities will increase the amount of low and moderate income persons with opportunity for transitional housing and affordable home ownership opportunities along with creating suitable and sustainable housing.

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 Households Served	CDBG Actual	HOME Actual
Extremely Low-income	49	0
Low-income	70	0
Moderate-income	19	0
Total	**138**	**0**

Table 13 – Number of Households Served

Narrative Information

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

In addition we will continue to work as partners on the ENTF, and participate in the Strategic Planning Body of the CoC to further advance the efficient application, distribution and implementation of resources allocated to service providers throughtout the County. The Continuum of Care will receive FY 2017-2018 Supportive Housing Program (SHP), and CDBG funding from the City of Grand Rapids.

Addressing the emergency shelter and transitional housing needs of homeless persons

Although the emergency shelter programs are centered in the City of Grand Rapids, they serve families and individuals throughout Kent County. Families in transition or experiencing homelessness may seek assistance funded by MSHDA and HUD through the City of Grand Rapids and MSHDA. Kent County and Grand Rapids CDBG funds will be used to support additional services.

Kent County will provide a transitional housing option through our HOME Tenant Based Rental Assistance program.

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

Kent County provides, through its Health Department, Community Mental Health Department, and Department of Human Services, a number of programs and activities to serve this population on a county-wide basis. No major changes to the established service-delivery system are envisioned in the 2017-2018 program year, although state and local funding sources continue to be down-sized and the impacts of welfare reform are unclear. Aside from these traditional activities, in 2017-2018, Kent County will attempt to undertake the following:

In order to provide affordable housing opportunities to this population, Kent County has created the Kent County Housing Commission, pursuant to Act 18 of the Michigan Public Acts of 1933, as amended. It would be anticipated that such an agency will take the steps necessary to increase the supply of standard rental units available to house this population and to subsidize the rental rates in order to make such units affordable by means of Housing Choice (Section 8) Vouchers.

Kent County will continue its contractual relationship with the Fair Housing Center of Greater Grand Rapids (FHC), under which Kent County provides funds to the FHC to affirmatively further and promote fair housing for persons with special needs.

Kent County will initiate research through HUD, MSHDA, and RHS to identify potential sources of funding for new housing construction to meet the identified needs of this population

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

The Housing Continuum of Care has identified high-priority sub populations such as Veterans, chronically homeless individuals, families and youth ot focus concentrated efforts at reducing the amount of homelessness in those categories to zero. Kent County will support those efforts through applications from homeless service and housing providers for state and federal funds, as consistent with the CoC's strategic plan.

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

Actions taken to address the needs of public housing

The City of Rockford, City of Grand Rapids and City of Wyoming operating public housing units. Kent County does not operate public housing.

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

N/A

Actions taken to provide assistance to troubled PHAs

N/A

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)

The Five-Year Consolidated Strategy and Plan identified a number of general areas of activities wherein Kent County could assess the negative effects of public policies, rules, and regulations on the availability of affordable housing. Analysis of Impediments to Fair Housing in Kent County: This report identified impediments to fair housing within Kent County. Kent County will continue to review the information and initiate actions recommended as being necessary to remove fair housing barriers.

Kent County will continue to support fair housing efforts, particularly through its relationship with The Fair Housing Center of West Michigan (FHCWM). Kent County will continue to contract with the FHCWM to perform educational and testing programs throughout the Kent County CDBG Program Participating Communities.

In addition, utilizing our HOME Investment partnership program funds, we will work with our non-profit development partners to acquire and rehabilitate foreclosed housing for rental or re-sale. By providing development subsidies in more of the communities outside of the traditional hyper-segregated urban core, and inner rings of the suburban sprawl, we will be able to promote the decentralization of poverty, and create more economically integrated communities. Affordable housing will then be available to residents in place, in the entirety of Kent County.

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

The County of Kent's strategy to reduce poverty relies on promoting current and future programs, which assist low-income families, the elderly, the disabled, at-risk youth and those at risk of becoming homeless. We have established a Tenant Based Rental Assistance program utilizing our HOME funds and as of October 2, 2017 merged with Community Action Agency of Kent County to give our clients streamline services to housing and supportive services such as utility and emergency rental assistance.

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

In order to address the most common sources of childhood exposure to lead which are deteriorated lead-based paint and lead-contaminated dust and soil, Kent County will continue to partner with the “Get the Lead Out!” Home Repair Services program offered through the City of Grand Rapids in partnership with the Kent County Health Department. In addition, Kent County adheres to the

environmental review policies established under NEPA on all development projects, including Homeowner Rehabilitation, Minor Home Repair, HOME Investment Partnerships, etc. Properties rehabilitated with CDBG/HOME funds are required to undergo lead testing and abatement when rehabilitation thresholds are met or lead testing indicates contamination. We will continue to require environmental reviews of our projects, with particular concern towards units constructed before 1978.

Kent County also plans to partner with the City of Grand Rapids Housing Rehabilitation department to contract their services for Lead Risk assessments throughout Kent County for Low-moderate homeowners.

It should also be noted that both national studies and local experience has shown that rental units have a higher prevalence of lead-based paint hazards when compared to owner-occupied units (30% and 23%, respectively). Our HOME Investment Partnership will address this by rehabilitating older properties and creating affordable rental and for-sale units that are safe for occupancy and free of lead paint hazards for low- moderate-income households. We plan to rehabilitate at least 10 units of affordable housing that will address help reduce the lead-based paint hazards. The Kent County Housing Commission will also work to eliminate the lead-based paint hazard through adherence to the Housing Quality Standards inspections of all of the Section 8 HCV program properties. Two staff members have been certified as visual lead assessors. They perform HQS inspections of 100% of the HCV units thereby eliminating the lead-paint hazard among our low and very low-income clients.

Finally, the County of Kent in collaboration with the City of Grand Rapids have established a Lead Risk assessment activity to promote prevention and abatement of lead based paint risk in homes throughout Kent County that are not currently being served.

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

The County utilizes fifteen percent of its annual CDBG entitlement grant to support services in the community which are designed to increase access to basic services for very low income individuals. These services include transportation for the elderly and persons with disabilities, youth services, meals for seniors both home-delivered and at congregate dining sites, and support for senior centers which provide information and referral to seniors. In addition, housing programs offered by the County through the CDBG, HOME and other HUD-funded programs assist low-income individuals either directly with housing subsidies or through improvements to their living environment. By improving access to services people can gain the tools they need to meet their daily needs and those of their children.

The Kent County Housing Commission addresses alleviation of poverty through its Family Self Sufficiency (FSS) program. Voucher holders voluntarily participate in the FSS program, in which they work with a caseworker to create a personal plan to save money, increase their education and/or job skills, and in some cases, purchase a home.

The primary factor that influences the degree of poverty is the ability of a household or individual to

generate household or personal income. Private income generation is not a factor that can be directly controlled by Kent County. However, the County does involve itself in programs that have an impact, albeit indirectly, on household or personal income

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

The County of Kent has taken lead to develop numerous task force and board committee memberships to assist in the development of streamlined services throughout Kent County. Such efforts and memberships include, Kent County Local Unit of Government CDBG Taskforce (chair), Grand Rapids Homeless Coalition (committee member),

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

Kent County will continue to work as partners on the ENTF, and participate in the Strategic Planning Body of the CoC to further advance the efficient application, distribution and implementation of resources allocated to service providers throughtout the County. The Continuum of Care will receive Supportive Housing Program (SHP), and CDBG funding from the City of Grand Rapids.

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

Kent County Community Development Department and Fair Housing Center of Western Michigan reviewed its existing analysis of the impediments to fair housing in the Kent County CDBG service area, as required under 24 CF 570.904(c) of HUD's regulations pertaining to the CDBG program, to assure its continuing applicability and accuracy. As a result of that review, resources were devoted to educational and enforcement activities in order to affirmatively further fair housing in the amount of $40,000.

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

The Kent County Community Development Department has an annual monitoring schedule for CDBG subgrantees maintained in a standardized monitoring calendar. During the life of the projects the Community Development Manager provides on-going review of each LUOG activity assisted with CDBG funds to verify that the subgrantee is operating in accordance with the contract and applicable regulations as well as to ensure that the project files contain all of the required documentation. Kent County Community Development performs annual monitoring to each service organization to verify that the subrecipient is operating in accordance with the contract and applicable regulations as well as to ensure that the service files contain all of the required documentation. The on-staff Auditor and Community Development Manager coordinate field visits to complete monitoring and ensure programs are conducted according to HUD's Guidelines.

Kent County Community Development Department sends a risk assessment to all nonprofit subrecipients to identify high, medium and low risk. County staff evaluates the risk assessments to determine the groups that require on-site monitoring. On-site monitoring is done every 3 years for low risk subrecipients, every 2 years for medium risk subrecipients and annually for high risk subrecipients. However, all groups receive ongoing monitoring through staff interactions through the year. Kent County Community Development Department notifies the service organization or contractor by phone or email that a monitoring visit needs to be scheduled. A Notification Letter is sent at least 14 days prior to the on-site visit. A remote monitoring is scheduled via U.S. mail at least 30 days from the scheduled date of review. Kent County Community Development Department performs structured reviews at the location where project/program activities are carried out. File review, staff interviews and site inspections, if warranted, are held at this time. Notes from the exit conference, or a preliminary letter/report may be provided to the subrecipient/contractor via email within a few days of the on-site monitoring visit. This allows the subrecipient/contractor to provide missing documentation or to resolve minor issues before the Initial Determination Letter is sent.

Monitoring visits for all public service subrecipients took place in April, May and June of 2017. The monitoring did not result in any corrective actions for the KCCD nonprofit partners. Staff is providing ongoing counseling to improve subrecipient financial management systems as well as record keeping and reporting. Overall our partners have had satisfactory monitoring visits.Subrecipients have been advised that accurate reporting of Federal Grant awards should be documented on their Schedule of Expenditures of Federal Awards (SEFA) according to the requirements of the A-133. The County

compared expended amounts reported on the SEFA to the county records.

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.

A notice was published in the Grand Rapids Press on October 6, 2017 for the comment period and public hearing on the CAPER. The public hearing was held on Tuesday, October 17, 2017 at 4:00 pm. No citizens attended the public hearing so the meeting was closed at 5:00 pm. In addition, no written comments were received during the 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.

Kent County made no changes to the objectives, however, the approach to the distribution of funding local units of government will change for FY 2018. In the past our agency distributed CDBG funds based upon a formula created for each community. The funding a community would receive would be based upon their population and target area threshold. Our agency has adopted a Request for Proposals process to distribute CDBG funding to those LUOG's that have projects in target areas and that meet the National objectives. The RFP process was established through a taskforce compiled of our agency and representatives from each of the 32 Local Units of Government. This taskforce primary objective was to establish a more equitable and streamlined process to prevent 1.5 Timeliness issues in the future. Thus the Urban County participants agreed that an RFP process would help expend funds quicker and make a larger impact in the communities and ultimately meet the 1.5 Timeliness requirement for CDBG expenditures in the community.

Does this Jurisdiction have any open Brownfields Economic Development Initiative (BEDI) grants?

No

[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.

Genesis 44th Street project - Four units were inspected and passed

Olivia's Gift - Supportive Housing - Six units were inspected and passed

Heartside YWCA (DV Shelter project) - Four units were inspected, two units passed and two were failed due to leaking and mold build up. A deficiency report was submitted to the agency with 30 days to remedy the problem.

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

Kent County and the City of Wyoming HOME Consortium, issued out a request for proposals to current vendors, private non-profits, developers, faith-based organizations with eligible 501(C)(3) and community housing agencies to create affordable housing opportunities for low to moderate income households. The RFP announcement was submitted via email, newspaper along with a Public Hearing with Kent County & the City of Wyoming HOME Consortium. These efforts generated multiple activity submittals and awarded the development of 4 Single Family and 1 Multi Family unit development.

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

No program income was obtained during FY 2016 for HOME projects.

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 Kent County participates in the community planning process for homeless shelters and services, known as the Housing Continuum of Care (HCOC). The HCOC determines unmet needs, develops strategies, and recommends goals and activities for the coming year while providing guidance on funding priorities for federal, state, and City homelessness resources. Staff attends HCOC meetings and actively supports the Continuum of Care Coordinator.

The County of Kent also provides affordable housing with HOME funding. However, CDBG funds are utilized to support the ability of low income families to stay in the affordable homes. The minor and moderate home repair program provides opportunities for families with limited resources to make repairs to their largest investment, thereby allowing them to remain in quality affordable housing.

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	KENT COUNTY
Organizational DUNS Number	187501866
EIN/TIN Number	386004862
Indentify the Field Office	DETROIT
Identify CoC(s) in which the recipient or subrecipient(s) will provide ESG assistance	

ESG Contact Name

Prefix	Ms
First Name	Susan
Middle Name	E
Last Name	Cervantes
Suffix	0
Title	Director

ESG Contact Address

Street Address 1	121 Franklin Street SE
Street Address 2	Suite 110
City	Grand Rapids
State	MI
ZIP Code	-
Phone Number	6166327950
Extension	7961

Fax Number	6166327405
Email Address	susan.cervantes@kentcountymi.gov

ESG Secondary Contact

Prefix	Mr
First Name	Robert
Last Name	O'Connor
Suffix	0
Title	Financial Specialist
Phone Number	6166327983
Extension	7983
Email Address	robert.oconnor@kentcountymi.gov

2. Reporting Period—All Recipients Complete

Program Year Start Date	07/01/2016
Program Year End Date	06/30/2017

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

Subrecipient or Contractor Name
City
State
Zip Code
DUNS Number
Is subrecipient a vistim services provider
Subrecipient Organization Type
ESG Subgrant or Contract Award Amount

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 16 – 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 17 – 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 18 – Shelter Information

4d. Street Outreach

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

Table 19 – 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 20 – 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 21 – 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 22 – 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 23 – Special Population Served

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

10. Shelter Utilization

Number of New Units – Rehabbed	
Number of New Units – Conversion	
Total Number of bed - nigths available	
Total Number of bed - nights provided	
Capacity Utilization	

Table 24 – Shelter Capacity

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

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			
Expenditures for Housing Relocation and Stabilization Services - Financial Assistance			
Expenditures for Housing Relocation & Stabilization Services - Services			
Expenditures for Homeless Prevention under Emergency Shelter Grants Program			
Subtotal Homelessness Prevention			

Table 25 – 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			
Expenditures for Housing Relocation and Stabilization Services - Financial Assistance			
Expenditures for Housing Relocation & Stabilization Services - Services			
Expenditures for Homeless Assistance under Emergency Shelter Grants Program			
Subtotal Rapid Re-Housing			

Table 26 – ESG Expenditures for Rapid Re-Housing

11c. ESG Expenditures for Emergency Shelter

	Dollar Amount of Expenditures in Program Year		
	2014	**2015**	**2016**
Essential Services			
Operations			
Renovation			
Major Rehab			
Conversion			
Subtotal			

Table 27 – ESG Expenditures for Emergency Shelter

11d. Other Grant Expenditures

	Dollar Amount of Expenditures in Program Year		
	2014	**2015**	**2016**
Street Outreach			
HMIS			
Administration			

Table 28 - Other Grant Expenditures

11e. Total ESG Grant Funds

Total ESG Funds Expended	2014	2015	2016

Table 29 - Total ESG Funds Expended

11f. Match Source

	2014	2015	2016
Other Non-ESG HUD Funds			
Other Federal Funds			
State Government			
Local Government			
Private Funds			
Other			
Fees			
Program Income			
Total Match Amount			

Table 30 - Other Funds Expended on Eligible ESG Activities

11g. Total

Total Amount of Funds Expended on ESG Activities	2014	2015	2016

Table 31 - Total Amount of Funds Expended on ESG Activities