

**Ashland Housing and Human
Services Commission**
Regular Meeting Agenda



April 24, 2014: 4:30 – 6:30pm
Siskiyou Room – 51 Winburn Way

1. (4:30) **Approval of Minutes** (5 min)
March 27, 2014
2. (4:35) **Public Forum** (5 min)
3. (4:40) **Student Fair Housing Discussion** (20 min)
4. (5:00) **Brief Overview of Housing Program** (20 min)
Linda Reid, Housing Program Specialist
5. (5:20) **SS Grant Recommendation to Council Review and approval** (25 min)
6. (5:45) **Commission Goal Setting Discussion** (10 min)
Joshua Boettiger, Commission Chair
7. (5:55) **CDBG Annual Action Plan Review and Approval** (10 min)
Linda Reid, Housing Program Specialist
8. (6:05) **Liaison Reports discussion** (15 min)

Liaison Reports
Council (Pam Marsh)
SOU Liaison (Andrew Ensslin)
Staff (Linda Reid)
General Announcements
9. (6:20) **May 22, 2013 Meeting Agenda Items**
Rules for commission and committees-Barbara Christensen and David Lohman
Commissioner items suggested (5 min)
Quorum Check – Commissioners not available to attend upcoming regular meetings should declare their expected absence.
10. (6.25) **Upcoming Events and Meetings**

Next Housing Commission Regular Meeting
4:30-6:30 PM; May 22, 2014 in the Siskiyou Room of the Community Development Building
11. (6:30) **Adjournment**

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Community Development office at 541-488-5305 (TTY phone is 1-800-735-2900). Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to the meeting (28 CFR 35.102-35.104 ADA Title 1).

CITY OF ASHLAND

Ashland Housing and Human Services Commission Draft Minutes March 27, 2014

CALL TO ORDER

Chair Joshua Boettiger called the meeting to order at 4:30 in the Council Chambers located at 1175 E Main Street, Ashland OR 97520.

Commissioners Present:	Council Liaison
Joshua Boettiger	Pam Marsh
Heidi Parker	
Connie Saldana	SOU Liaison
Michael Gutman	Andrew Ennslin, absent
Regina Ayars	
Rich Rohde	Staff Present:
Coriann Matthews	Linda Reid, Housing Specialist
Sue Crader	Carolyn Schwendener, Admin Clerk
Gina DuQuenne	

Approval of Minutes

Ayars/Parker m/s to approve the minutes of the February 27, 2014 Housing and Human Services Commission. Voice Vote: All Ayes; minutes were approved as presented.

PUBLIC FORUM

No one was present to speak

CDBG APPLICATION PRESENTATIONS

Reid explained that the City of Ashland is an entitlement jurisdiction and receives a direct allocation of Community Development Block Grant Funds (CDBG) from the Department of Housing and Urban Development (HUD). The City received their final allocation notice today in the amount of \$170,078.00. Of that amount \$136,063.00 is available for award. Three applicants are applying for those funds two of whom are applying for public service projects and one for capital improvement. Up to 15% of the total allocation or approximately \$25,000 can be awarded to Public Service Projects and the remainder is available for capital improvement projects.

Maslow Project – Ashland School Based Outreach

Karen Phillips, the Development Manager for Maslow Project and Lacey Renee, Program Manager were present to speak about their application. Ms. Phillips began by thanking the Commission for their previous support which was instrumental in helping them expand their services in Ashland. Maslow Project is a nonprofit advocacy organization providing goal-oriented, wrap around support services to homeless children and teens as well as their families. They do this by providing resources for basic needs, removing barriers to education and employment, and fostering self-sufficiency in a collaborative and empowering environment.

Questions by the Commissioners;

You mentioned your target goal is to serve about 100 children. Do you have any idea how many other family members you might be serving?

This year they have served eighty-two individuals twenty-four of which were adults and the remaining 70 percent were children. Roughly 30 percent of the people they work with are adults.

Do you have plans for the sustainability for the program? How does your fund raising work and is it in place?

Our budget mentions \$13,000 in private donations. That money is already in place. \$8,000 comes from the Butler Fund and \$5,000 from regular donors. An additional amount of \$4,913 comes from the Ashland School District (under title X). Individual fund raising is a big part of our budget as well as the money they receive from CDBG funds which represents a portion of the Case Manager's salary.

How does the in school program work?

The Ashland Case Manager is stationed at Ashland Senior High School but serves all the schools in the Ashland district. The Case Manager serves as a “one stop” point of contact for homeless youth who need access to basic needs including hot meals, food boxes, clothing, hygiene supplies, sleeping bags, bus tokens and emergency assistance.

What is the Butler Fund?

A local family foundation (Don Butler)

You have a new donor established graduate fund. Can you explain that?

This fund was established by an Ashland resident to honor their sister who had served most of her life teaching Inner-City at risk youth. The family wanted to memorialize her passing by making sure that at risk children have access to continuing education by removing some of the barriers to post secondary education. The family made an initial donation of \$5,000 and did a Community match ending up raising a total of \$14,000. Students that have graduated or received their GED can apply for assistance with books, transportation to school, laptops, tuition etc, just about anything that might be a barrier to receiving further education.

The \$10,000 that you are asking for is to fund the salary of the Ashland Case Manager. If you were to not to receive CDBG funds or receive less than you asked for, would the project be able to continue?

It would continue at a proportionally reduced rate and we would work to find ways to supplement it. Our days of service might be reduced.

St. Vincent DePaul – Home Visitation Program

Rich Hansen, Charlotte Dorsey and Beth Hill were present to represent the fifteen volunteers who make up St. Vincent DePaul's Ashland Home Visitation Program. Hansen started out by thanking the Commissioners for the confidence they have placed in their organization by awarding them public service grants over the past several years. The combination of the City Funds, their volunteers and their own budget monies have developed what they consider a proven force to prevent the growth of homelessness in Ashland. In some cases they have been able to move individuals and families without homes into housing. This was rarely achieved before the CDBG money came along. The 2011/2012 grant of \$14,000 enabled St. Vincent DePaul to help nineteen households or forty-two individuals including twenty-four adults and eighteen children. The monies they received helped them place seventeen Ashland residences into housing and keep another eight families in their housing.

Questions by Commissioners;

When you start working with a family that is homeless do you help them get to the shelter in Medford?

Yes with some exceptions. The clients must be able to pass a drug test which includes the use of marijuana (even if the use is with a medical marijuana card). Family dogs are not allowed in the shelter. If any clients have illnesses they don't want to pass it along to others in the shelter so they might be taken to a hotel instead. The shelter in Medford has forty-eight beds and the Ashland clients are not always willing to relocate. Hansen stated that one of the advantages of the program is that housing is just one of the many ways to help they also provide groceries, help with prescriptions, utility payments etc. anything they might need to help supplement them.

What is the application process to get deposit and rental assistance?

Ms. Dorsey explained that there has to be a readiness for people to want to go into housing. We count on our volunteers to sit with families and listen to determine if they have a desire for housing. Sometimes emotional/physiological issues can prevent people from wanting to go inside. When someone comes to us for help we may offer to use our St. Vincent De Paul's funds to help with a month's rent. The HUD Grant has Federal Government Rules and the rules and regulations for using the funds are somewhat restrictive. It is however a very generous grant and we can help people with rent up to three months, stated Hansen. Almost everyone that seeks help from them is at the poverty level and need assistance.

Explain your plans for sustainability.

Hansen explained that they have an advantage over other non profits in that they have a thrift store in Medford that generates about \$750,000 dollars each year. That money is what really funds St. Vincent. It has proven to be sustainable and has continually maintained the \$750,000 yearly even when the economy was bad.

Habitat for Humanity – Capital Improvement Project

Tiffany Schmelzer newly appointed Development Director with Habitat for Humanity was present to answer questions and review their application. Ms. Schmelzer explained that it's been very difficult for Habitat to secure land in Ashland for new construction. This proposal is for low income homeowner repair projects. Often Low income homeowners are without adequate resources for regular home maintenance or necessary repairs. The program consists of two components. A Brush With Kindness (ABWK) is geared for smaller projects and the Critical Home Repair program for larger needs. The Funding will allow the completion of ten small ABWK projects and two Critical Home Repair projects.

Questions from the Commissioners;

We are very interested and excited about your project knowing that there is a need for accessibility. Do you also do work on manufactured homes?

Yes. We have done decks, handicapped ramps, plumbing, electrical, windows, flooring, roof repair, insulation etc.

To what extent is the program self sustaining after you get it going?

All overhead costs including staff salaries are completely covered by our restore. The restore located in Medford is similar to a thrift store. All repayments from mortgages and repair projects are recycled and used for the next homeowner repair projects.

The repair program is a three year payback could we assume if we funded this program for three years there would then be an investment in the program that would continue to roll on its own?

Yes it would.

Do you have any people who are currently waiting to be part of this program?

No, if we receive the grant money we will then go out into the community to see who needs help. We currently partner with churches as well as senior service agencies, Lyons Clubs and Rotary Clubs. These organizations are aware of the program and we will speak with them hopefully to get referrals.

A State Individual Development Account Fund (IDA) for home repairs was mentioned. Could you explain what this is?

This is a program that allows home owners to put money into an account and it is matched three to one for up to a three year period. The money can be used for a down payment or pay for repairs.

What happens if the client can't make a payment?

Because Habitat owns the loans if something happens that a client cannot pay for the work a lien can be placed on the property which requires that the loan gets paid back after the mortgage. Habitat has the reputation as being the most lenient bank in the United States because they always work with the home owners.

If the home owner sells the home before the loan is paid do you receive the money from the proceeds?

Yes. A (MOU) Memorandum of Understanding agreement is signed before the start of the project. The client signs a promissory note stating they will pay off the lien that is owed upon the sale of the property.

STAFF EVALUATION OF CDBG GRANT APPLICATIONS

Reid explained that all three applications are eligible projects that meet goals the City has set out to accomplish. Because the City does not have enough social service money to fully fund both organizations staff is recommending doing a 68/32 split. The following is staff's recommendation.

- \$18,000 to St. Vincent De Paul-Home Visitation Program
- \$7,500.00 to Maslow Project for Case Management services
- \$41,300 to Rogue Valley Habitat for Humanity to offer home rehabilitation and repairs to qualified low income homeowners.
- \$69,200 in unallocated funds to be carried forward to be awarded in the 2015 program year.

Marsh asked why the City did not come forward with another application again this year for their energy assistance program. Reid said they have devoted some money to it out of CLG grant fund that was left over and we did not prioritize that activity this year.

The Commissioners discussed the projects and agreed that the recommendations were appropriate. The Council

will be reviewing the CDBG applications and making a final decision on April 15th at 7:00 pm in Council Chambers.

Saldana/Gutman m/s to approve the staff recommendation for funding the three grants. Voice Vote: All Ayes, motion passed unanimously.

The Commissioners expressed their gratitude to the applicants for the work that all three organizations are doing and expressed their support.

NORMAL AVENUE PLAN UPDATE

Goldman informed the Commission that the City is in the process of completing a neighborhood plan for the 94 acre north Normal Avenue area. Although future development of this area is expected to occur in an incremental way, as individual parcels propose annexation for specific housing developments, with an adopted neighborhood plan in place each individual development proposal can better coordinate the provision of streets, pedestrian connections, utilities, storm water management and open space.

Goldman gave a power point presentation touching on the affordable housing component. One of the conditions of annexation is that the applicant has to provide a percentage of affordable housing. Although the requirement is a sliding scale; approximately one out of four units must be affordable.

The commission felt strongly that this neighborhood plan is a major source of future growth in the City in regards to affordable housing. It was agreed to put further education about this topic back on the April agenda.

Brandon will include in his future staff reports that affordable housing is an important component of our City and future development.

LIAISON REPORTS DISCUSSION

Council – Marsh reported that a delegation from SOU came to City Council and asked for consideration of the fair housing protection of students. The Council did not discuss this at their meeting but have scheduled it for the Tuesday April 1st meeting. Marsh said it is likely that the council will refer this issue to this Commission for some guidance.

The Council is in the process of goal setting. In the past this was more of an annual exercise but this year is something much more strategic. The idea is to look out over a half dozen years and look at the issues we are dealing with now and how we expect to unroll those over the next few years reported Marsh. Once an Initial draft has been put together they will circulate it asking for feedback from all the Commissions and citizens of the Community.

General Announcements – Marsh announced that the Ashland Food Bank is trying to start an at home delivery program, specifically for seniors. Please be thinking about this and refer people to us.

Parker announced that the volunteers have really come through for the homeless shelters. The overnight shelters will be ending the second week in April. It's been an amazing effort on lots of people, seeing over twenty people every night.

Ayars encouraged everyone to come by and visit the new Resource Center on Clover lane. The goal is have the showers ready for use by April 15th. Volunteers for the showers are still needed. The shower trailer will be at this years' Homeless Connect at the Medford Armory.

Saldana announced she is on the Life Long Housing Committee and they will be having a Symposium on April 26, 2014 from 9:00 am to 3:00 pm at the Scottish Rights Center in Ashland.

APRIL 23RD AGENDA ITEMS

Quorum Check – Ayars will be absent and Parker will be late.

Social service grant recommendation and approval

Brief overview of Housing incentives and programs

Normal Ave plan discussion

Housing Needs Analysis overview.

UPCOMING EVENTS AND MEETINGS

Housing and Human Services Commission regular meeting – April 24, 2014, 4:30 pm in the Siskiyou Room of the Community Development Building located at 51 Winburn Way

ADJOURNMENT - The meeting was adjourned at 6:25 p.m.

respectfully submitted by Carolyn Schwendener

Council Communication

April 1, 2014, Business Meeting

Direction to Housing and Human Services Commission regarding students as a protected class in the Fair Housing ordinance

FROM:

Dave Kanner, city administrator, dave.kanner@ashland.or.us

SUMMARY:

At its March 18 meeting, the Council voted to add to the April 1 agenda a discussion of directing the Housing and Human Services Commission to study and develop a recommendation on whether students should be added as a protected class in the City's Fair Housing ordinance.

BACKGROUND AND POLICY IMPLICATIONS:

At the March 18 business meeting, four Southern Oregon University students appeared under public forum to request that the City consider adding students as a protected class in the Fair Housing ordinance. ([Link to meeting minutes here.](#)) The Council subsequently agreed to place on the April 1, 2014, agenda a discussion of direction to the Housing and Human Services Commission to study and develop a recommendation on whether students should be added as a protected class in the City's Fair Housing ordinance.

FISCAL IMPLICATIONS:

None.

STAFF RECOMMENDATION AND REQUESTED ACTION:

N/A

SUGGESTED MOTION:

I move to direct the Housing and Human Services Commission to study and develop a recommendation on whether students should be added as a protected class in the City's Fair Housing ordinance.

ATTACHMENTS:

None



10.110 Fair Housing

10.110.010 Declaration of policy

It is hereby declared to be the policy of Ashland, Oregon, in the exercise of its policy power for the public safety, public health, and general welfare to assure equal opportunity to all persons to live in decent housing facilities regardless of race, color, religion, sex, sexual orientation, gender identity, national origin, source of income, or familial status and, to that end, to prohibit discrimination in housing by any persons.

(Ord 2746, 1994; Ord 3077, 2012)

10.110.020 Definitions

When used herein:

A. "Real property" includes buildings, structures, lands, tenements, leaseholds, cooperatives and condominiums.

B. "Discrimination" or "discriminatory housing practice" means any difference in treatment based upon race, color, religion, sex, sexual orientation, national origin, disability or familial status; or any act that is unlawful under this ordinance. (Ord. 2713, 1993)

C. "Person" includes individuals, children, firms, associations, joint adventures, partnerships, estates, trusts, business trusts, syndicates, fiduciaries, corporations and all other groups or combinations.

D. "Owner" includes a lessee, sub-lessee, co-tenant, assignee managing agent or other person having the right of ownership or possession, or the right to sell, rent or lease any housing accommodation.

E. "Financial Institution" includes any person, as defined herein, engaged in the business of lending money or guaranteeing losses.

F. "Housing accommodation" or "Dwelling" means any building, mobile home or trailer, structure, or portion thereof which is occupied as, or designed, or intended for occupancy, as, a residence by one or more families, and any vacant land which is offered for sale or lease for the construction or location thereon of any such building, mobile home or trailer, structure, or portion thereof or any real property, as defined herein, used or intended to be used for any of the purposes set forth in this subsection.

G. "Open Market" means the market which is informed of the availability for sale, purchase, rental or lease of any housing accommodation, whether informed through a real estate broker or by advertising by publication, signs or by any other advertising methods directed to the public or any portion thereof, indicating that the property is available for sale, purchase, rental or lease.

H. "Older Person" A person of age fifty-five (55) or older.

I. "Familial Status" Means a relationship between one or more individuals who have not attained 18 years of age and an adult with whom the individual(s) is (are) domiciled and who is (1) a parent or person having legal custody of the individual(s), or (2) an adult to whom such parent or person having such custody has given written permission to provide housing for the individual(s). "Familial Status" also means the condition of being an individual, regardless of age or domicile, who is pregnant or is in the process of securing legal custody of an individual who has not attained 18 years of age.

J. "Disability" means a physical or mental impairment which substantially limits one or more major life activities. "Disability" includes having a record of such an impairment or being regarded as having such an impairment

K. "Sexual orientation" means attraction to or selection of a sexual partner according to gender. "Sexual orientation" includes having a history of that attraction or selection, or being identified with that attraction or selection. "Sexual orientation" is limited to heterosexuality, homosexuality, and bisexuality.

L. "Source of Income" means financial resources a person uses to support himself or herself and his or her dependents, including but not limited to money and property from any occupation, profession or activity, from any contract, settlement or agreement, from federal or state payments, court ordered payments, gifts, bequests, annuities, life insurance policies, and compensation for illness or injury, but excluding any money or property derived in a manner made illegal or criminal by any law, statute or ordinance.

M. "Gender Identity" means a person's actual or perceived sex, including a person's appearance, expression or behavior, whether or not that identity, appearance, expression or behavior is different from that traditionally associated with the person's sex at birth.

N. "Fair Housing Officer" means the City Attorney or designee who will serve as the designated Fair Housing Officer.

(Ord 3077, 2012)

10.110.030 Unlawful practices

In connection with any of the transactions set forth in this section which affect any housing accommodation in the open market, or in connection with any public sale, rental or lease of any housing accommodation, it shall be unlawful within the City of Ashland for a person, owner, financial institution, real estate broker or real estate salesman, or any representative of the above, to:

A. Refuse to sell, rent or lease, or deny to or withhold any housing accommodation from a person because of race, color, religion, national origin, disability, sex, sexual orientation, gender identity, source of income or familial status; or

B. To discriminate against a person in the terms, conditions or privileges of the sale, rental or lease of

any housing accommodation, or in the furnishing of facilities of services in connection therewith; or

C. To represent to a person that any housing accommodation is not available for inspection, sale, rental or lease when in fact it is so available, or to refuse to permit a person to inspect any housing accommodation on the open market because of race, color, religion, or national origin, disability, sex, sexual orientation, gender identity, source of income, or familial status; or

D. To make, publish, print, circulate, post or mail, or cause to be made, published, printed, circulated, posted or mailed, any notice, statement or advertisement, or to announce a policy, or to sign or to use a form of application for the sale, rental, lease or financing of any housing accommodation, or to make a record of inquiry in connection with the prospective sale, rental, lease or financing of any housing accommodation, which indicates any discrimination or any intent to make a discrimination.

E. To retaliate or discriminate in any manner against a person because that person has opposed a practice declared unlawful by this article, or because that person has filed a complaint, testified, assisted or participated in any manner in any investigation, proceeding, hearing or conference under this ordinance; or

F. Inquire into the sexual orientation of a purchaser, renter, or lessee, or prospective purchaser, renter or lessee. (Ord. 2746, 1994)

G. A refusal to permit, at the expense of the a person with disabilities, reasonable modifications of existing premises occupied or to be occupied by such person if such modifications may be necessary to afford such person full enjoyment of the premises, except that, in the case of a rental, the landlord may where it is reasonable to do so condition permission for a modification on the renter agreeing to restore the interior of the premises to the condition that existed before the modification, reasonable wear and tear excepted.

(Ord 2746, 1994; Ord 3077, 2012)

10.110.040 Exemptions

A. This ordinance shall not apply to:

1. A religious organization, association, or society or any nonprofit institution or organization operating, supervised, or controlled by or in conjunction with a religious organization, association, or society, which limits the sale, rental, or occupancy, of dwellings which it owns or operates for other than commercial purposes to persons of the same religion, or which gives preference to such persons, unless membership in such a religion is restricted on account of race, color, sex, sexual orientation, national origin, disability or familial status.

2. A private club not in fact open to the public, which as an incident to its primary purpose or purposes, provides lodgings which it owns or operates for other than a commercial purpose, and

which limits the rental or occupancy of such lodgings to its members or gives preference to its members.

3. The leasing or renting of a room or rooms within an individual living unit which is occupied by the lessor as his or her primary residence.

B. The requirements of this ordinance on prohibition of discrimination on the basis of familial status shall not apply to:

1. Dwellings provided under any State or Federal program specifically designed to assist older persons, or to dwellings in bona fide retirement communities designed and operated for older persons or dwellings otherwise intended and operated exclusively for older persons, equipped with facilities specifically designed for the physical and social needs of such persons.

2. Applicability of reasonable local, State, or Federal restrictions regarding the maximum number of occupants permitted to occupy a dwelling unit.

3. Any housing provided, owned or operated by the State or Federal Government.

4. Any housing unit of less than four hundred (400) square feet gross floor area.

C. The prohibitions in section 10.110.030 against discrimination on the basis of sexual orientation and gender identity do not apply to;

1. To the leasing or renting of a room or rooms within an individual living unit which is occupied by the lessor as his or her residence.

2. To the leasing or renting of a room or rooms within individual units where one of the units is owner occupied;

3. To space within a church, temple, synagogue, religious school, or other facility used primarily for religious purposes.

D. The prohibitions in section 10.110.030 against discriminating on the basis of source of income do not prohibit:

1. Inquiry into and verification of a source or amount of income;

2. Inquiry into, evaluation of, and decisions based on the amount, stability, security or creditworthiness of any source of income;

3. Screening prospective purchasers and tenants on bases not specifically prohibited by this chapter or state or federal law;

4. Refusal to contract with a governmental agency under 42 U.S.C. 1437(f)(a) "Section 8".

E. The prohibitions in section 10.110.030 against discriminating on the basis of gender identity do not prohibit:

1. Health or athletic clubs or other entities that operate gender-specific facilities involving public nudity such as showers and locker rooms, from requiring an individual to document their gender or transitional status. Such documentation can include but is not limited to a court order, letter from a physician, birth certificate, passport, or driver' s license.

(Ord 3077, 2012)

10.110.050 Procedures

Any person aggrieved by an unlawful practice prohibited by this ordinance may file a complaint with the Fair Housing Officer no more than one year after the alleged unlawful practice occurred. The Fair Housing Officer or a duly authorized representative shall investigate each complaint and attempt to resolve each complaint. Failure to achieve a resolution acceptable to both parties and compliance with this ordinance shall cause the Fair Housing Officer to forward the complaint and findings to appropriate state and federal officials.

(Ord 3077, 2012)

10.110.060 Enforcement and Administration

A. The provisions of this section are in addition to state and federal law, nothing in this section precludes complainants from pursuing other remedies available under any appropriate government agency or under the statutes and procedures established in ORS Chapter 659A.

B. Any person claiming to be aggrieved by an unlawful discriminatory act under the provisions of this code shall have a cause of action in any court of competent jurisdiction for damages and such other remedies as may be appropriate. Election of remedies and other procedural issues relating to the interplay between administrative proceedings and private rights of action shall be handled as provided for in ORS 659A.870. 659A.885 and 659A.890. The court may grant such relief as it deems appropriate, including but not limited to such relief as is provided in ORS 659A.885.

(Ord 3077, 2012)

10.110.080 Severability of invalid provisions

In case any one or more of the sections, subsections, clauses, or provisions of this ordinance, or the application of such sections, subsections, clauses or provisions to any situations, circumstances, or person, shall for any reason be held to be unconstitutional or invalid, such unconstitutionality or invalidity shall not affect any other sections or provisions of this ordinance or the application of such sections, subsections, clauses or provisions to any other situation, circumstance or person, and it is intended that this ordinance shall be constructed and applied as if such had not been included in this ordinance.

(Ord 2527, 1989; Ord 2713, 1993; Ord 3077, 2012)

PRINT

CLOSE

Housing and Human Services Commission Memo

TITLE: Affordable Housing Overview
DEPT: Community Development
DATE: April 24, 2014
SUBMITTED BY: Linda Reid, Housing Program Specialist

Financing and Incentives for Affordable Housing

City of Ashland

- **Mixed Use parking credits:** Buildings which are both commercial and residential are only required to provide enough parking for the commercial square footage.
- **Residential Overlay in C-1 and E-1 zones:** Residential densities of between 30 and 60 dwelling units per acre are permitted in the downtown overlay district providing off street parking is not required.
- **SDC Deferrals and Waivers:** The city will defer or waive the Systems Development Charges (SDC) on new construction that provides affordable housing as defined by the Ashland Affordable Housing Program (established under resolutions 1993-39 and amended by resolution 2006-13, affordable housing is defined as housing affordable to households making 80% Area Median Income (AMI) or below).
- **Engineering and Community Development Fee Waivers:** Same as above.
- **Affordable Housing Trust Fund:** Competitive grants.
- **Partnerships with affordable housing to access state and federal grants**
- **CDBG funds:** Access through partnership with non-profits.
- **Annexation/zone change:** Partner or donate land to non-profit affordable Housing developers to fulfill the affordable housing requirement
- **Density Bonus:** A percentage of additional density can be approved on developments that provide affordable housing to buyers or renters making between 60% and 120% AMI.

State-OHCS

- **Financing-**(See attached)
 - Pass through Revenue Bond financing
 - Vertical Housing Program-(Must be designated by the jurisdiction)
 - Low-income Housing Tax Credits (LIHTC)
 - Oregon Housing Tax Credits (OHTC)

Federal

- **Financing**
 - **Rural Development:** USDA's department of Rural Development (RD) offers several different financing programs for developers providing affordable housing.



- **The Department of Housing and Urban Development:** HUD offers several different financing programs for developers providing affordable housing.
- **National Housing Trust Fund:** A national housing trust fund has been established, and a funding mechanism has been identified for the trust fund. However these funds and the process by which funding is obtained is yet to be determined.

Types of affordable housing

Affordable Housing: In general terms affordable housing refers to a household’s ability to find housing within their financial means. The standard measure of affordability as defined by the U.S. Department of Housing and Urban Development (HUD) is when the cost of rent and utilities (gross rent) is less than 30% of household income. When gross rent levels exceed 30% of income, particularly by a large percentage, it places a significant burden on household finances. Householders who pay more than 30% of their income toward housing costs are called “Cost burdened”. Householders who pay more than 50% of their income toward housing costs are called “severely cost burdened”. When households are housing “cost burdened” their ability to pay for the other necessities of life are compromised. There are four broad terms that are commonly used when talking about housing affordability.

- **Workforce Housing:** the term “workforce housing” generally refers to housing for that segment of the population that earns too much to qualify for government assisted ownership and rental programs, but too little to purchase units without assistance or afford to rent without experiencing cost burden. This population often falls into the 80% to 120% of Area Median Income (AMI) category.
- **Affordable Housing:** As stated previously this term refers to a household’s ability to find housing within their financial means. HUD defines housing affordability is housing costs that are 30% or less of a households income.
- **Low-Income Housing:** refers to housing which is targeted to households making below a certain income level, between 80% and 30% AMI. These units are typically mandated by their funding mechanisms to rent or sell at a rate which is below market rate and which theoretically would be affordable to a household at the targeted income level.
- **Subsidized Housing:** refers to housing which is targeted to those with the lowest incomes of 30% AMI and below, and is made affordable due to a “subsidy” to buy down the rental cost.

2014-2015 HUD Income Guidelines								
Income Level	Number of Persons in Family							
	1	2	3	4	5	6	7	8+
Extremely Low Income (30%)	11100	12700	14300	15850	17150	18400	19700	20950
Low Income (50%)	18500	21200	23850	26450	28600	30700	32800	34950
Income at 60% of Median	22200	25400	28600	31700	34300	36800	39400	41900
Moderate Income (80%)	29650	33850	38100	42300	45700	49100	52500	55850
Median Income (100%)	37000	42400	47700	52900	57200	61400	65600	69900
Income at 120% of Median	44400	42400	57200	63400	68600	73600	78800	83800



SOCIAL SERVICES GRANT PROPOSAL TO THE COUNCIL

The Housing and Human Services Commission will;

- Work with staff to develop program specific Strategic Plan with measurable goals and objectives to inform the decision making process in awarding social service grant funds.
- Work with Council to define broad priorities for the use of the funds and measurable goals. *goal/outcome identification*
- Review the previously drafted strategic plan for the use of Social Service Funds to see if there are priorities identified which are still relevant. *Review of history and purpose of program*
- Engage current and former grantees, social service organizations, and the public in reviewing the current process, elicit suggestions on potential changes to the process and to gain feedback on potential goals. *Application process evaluation/recommendation*
- Utilize the social service inventory and gaps analysis and other pertinent demographic reports to inform goals and objectives. *Identify priority needs/quantify goals/outcomes*
- Draft a short (4-5 page) strategic plan to be reviewed periodically and revised as needed.

The strategic plan will include:

- i. A brief history/background of the Social Service Grant program, an evaluation of the current application process including feedback from past, current, and potential applicants.
 - ii. An outline of the goals of the social service grant program including identified “priority needs/uses”
 - iii. Quantified target goal outcomes over an identified period of time
 - iv. A methodology for quantifying and measuring goal outcomes
- Provide a recommendation regarding the existing process of granting Social Service Grant funds.

Year	Social Service Grant Recipient	Amount	CDBG Grant Recipient	Amount
2003	Access, Inc (Housing)	\$5,000.00	RVCDC-land Acquisition	\$193,000.00
	CASA of Jackson County, Inc. (Housing)	\$2,500.00	RVCDC-Predevelopment costs	\$21,000.00
	Center for Non-Profit Legal Services, Inc.	\$5,000.00	City of Ashland-Accessibility Improvements	\$12,800.00
	Children's Dental Clinic of JC	\$1,750.00	City of Ashland-Grant Administration	\$51,200.00
	Community Health Center	\$30,000.00		
	Community Works-Dunn House	\$19,000.00		
	Community Works-Help Line	\$8,000.00		
	Community Works-Parent Education	\$2,000.00		
	Community Works-Rape Crisis	\$2,700.00		
	Community Works-Personal Safety	\$1,300.00		
	ICCA (Homeless Services)	\$25,000.00		
	JC Children's Advocacy Center	\$3,000.00		
	Mediation Works	\$2,400.00		
	Ontrack, Inc (Drug Treatment)	\$2,000.00		
	Planned Parenthood of SW Oregon	\$1,750.00		
	RV Manor-Senior Volunteer	\$1,500.00		
	RVManor-Foster Grandparent	\$1,000.00		
	SDS RVCOG Food & Friends	\$1,500.00		
2004	Access, Inc (Housing)	\$5,000.00	ACLT-Duplex Purchase	\$270,000.00
	CASA of Jackson County, Inc. (Housing)	\$2,500.00	ACLT-Duplex Rehab	\$15,000.00
	Center for Non-Profit Legal Services, Inc.	\$5,000.00	City of Ashland-Accessibility Improvements	\$16,841.00
	Children's Dental Clinic of JC	\$1,750.00	City of Ashland-Program Administration	\$51,200.00
	Community Health Center	\$30,000.00		
	Community Works-Dunn House	\$19,000.00		
	Community Works-Help Line	\$8,000.00		
	Community Works-Parent Education	\$2,000.00		
	Community Works-Rape Crisis	\$2,700.00		
	Community Works-Personal Safety	\$1,300.00		
	ICCA (Homeless Services)	\$25,000.00		
	JC Children's Advocacy Center	\$3,000.00		
	Mediation Works	\$2,400.00		
	Ontrack, Inc (Drug Treatment)	\$2,000.00		
	Planned Parenthood of SW Oregon	\$1,750.00		
	RV Manor-Senior Volunteer	\$1,500.00		
	RVManor-Foster Grandparent	\$1,000.00		
	SDS RVCOG Food & Friends	\$1,500.00		
2005	Access, Inc (Housing)	\$5,000.00	RVCDC Quincy Gardens Townhomes-3 units	\$190,000.00
	CASA of Jackson County, Inc. (Housing)	\$2,500.00	City of Ashland-CDBG Administration	\$47,500.00
	Center for Non-Profit Legal Services, Inc.	\$5,000.00		
	Children's Dental Clinic of JC	\$1,750.00		
	Community Health Center	\$30,000.00		
Community Works-Dunn House	\$19,000.00			

Community Works-Help line	\$8,000.00
Community Works-Parent Education	\$2,000.00
Community Works-Rape Crisis	\$2,700.00
Community Works-Personal Safety	\$1,300.00
ICCA (Homeless Services)	\$25,000.00
JC Children's Advocacy Center	\$3,000.00
Mediation Works	\$2,400.00
Ontrack, Inc (Drug Treatment)	\$200.00
Planned Parenthood of SW Oregon	\$1,750.00
RV Manor-Senior Volunteer	\$1,500.00
RV Manor-Foster Grandparent	\$1,000.00
SDS RVCOG Food & Friends	\$1,500.00

2006 Access, Inc (Housing)	\$5,000.00	ACLT-Bridge Street Acquisition	\$328,800.00
CASA of Jackson County, Inc. (Housing)	\$2,500.00	ICC-Transitional Housing Coordinator (PS)	\$32,000.00
Center for Non-Profit Legal Services, Inc.	\$5,000.00	City of Ashland-Program Administration	\$42,701.00
Children's Dental Clinic of JC	\$1,750.00		
Community Health Center	\$30,000.00		
Community Works-Dunn House	\$19,000.00		
Community Works-Help line	\$8,000.00		
Community Works-Parent Education	\$2,000.00		
Community Works-Rape Crisis	\$2,700.00		
Community Works-Personal Safety	\$1,300.00		
ICCA (Homeless Services)	\$25,000.00		
JC Children's Advocacy Center	\$3,000.00		
Mediation Works	\$2,400.00		
Ontrack, Inc (Drug Treatment)	\$200.00		
Planned Parenthood of SW Oregon	\$1,750.00		
RV Manor-Senior Volunteer	\$1,500.00		
RV Manor-Foster Grandparent	\$1,000.00		
SDS RVCOG Food & Friends	\$1,500.00		

2007 Community Health Center	\$32,000.00	RVCDC-Youthbuild Program (CP)	\$31,190.00
Southern Oregon Drug Awareness	\$1,030.00	City of Ashland-Land Acquisition TBD (CP)	\$152,801.00
Children's Dental Clinic	\$3,104.00	City of Ashland-Program Administration	\$42,547.00
Planned Parenthood	\$2,060.00		
Ontrack	\$3,000.00		
Community Works-Dunn House	\$15,000.00		
Community Works-Sexual Assault Victims Services	\$2,575.00		
Community Works-Parent Education	\$1,442.00		
Community Works-Helpline	\$7,210.00		
Community Works-Street Outreach	\$5,979.00		
Help Now! (Low Income Legal Assistance)	\$1,100.00		
WinterSpring Center for Living with Loss and Grief	\$1,000.00		
Souther Oregon Child Study and Treatment Center	\$2,900.00		

	Center for Non-Profit Legal Services	\$6,000.00		
	Children's Advocacy Center	\$2,700.00		
	RV Manor-Foster Grandparent	\$1,200.00		
	RV Manor-Retired Senior Volunteer Program	\$1,500.00		
	Mediation Works	\$2,200.00		
	Access Inc (Food share-emergency food)	\$5,500.00		
	Jackson County Sexual Assault Response Team	\$2,350.00		
	Interfaith Care Community	\$13,600.00		
	Jackson County Court Appointed Special Advocates (CASA)	\$2,500.00		
	Trinity Respite Care	\$1,700.00		
	Souther Oregon Child Study and Treatment Center	\$1,350.00		
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2008	Community Health Center	\$32,000.00	Fair Housing Council of Oregon-AI	\$10,000.00
	Southern Orgon Drug Awareness	\$1,030.00	Fair Housing Council of Oregon-FH Project	\$10,000.00
			Housing Authority of Jackson County-Snowberry	
	Children's Dental Clinic	\$3,104.00	Brook public Facilities Improvement	\$345,000.00
	Planned Parenthood	\$2,060.00	City of Ashland-Program Admin	\$30,964.00
	Ontrack	\$3,000.00		
	Community Works-Dunn House	\$15,000.00		
	Community Works-Sexual Assalt Victims Services	\$2,575.00		
	Community Works-Parent Education	\$1,442.00		
	Community Works-Helpline	\$7,210.00		
	Community Works-Street Outreach	\$5,979.00		
	Help Now! (Low Income Legal Assistance)	\$1,100.00		
	WinterSpring Center for Living with Loss and Grief	\$1,000.00		
	Souther Oregon Child Study and Treatment Center	\$2,900.00		
	Center for Non-Profit Legal Services	\$6,000.00		
	Children's Advocacy Center	\$2,700.00		
	RV Manor-Foster Grandparent	\$1,200.00		
	RV Manor-Retired Senior Volunteer Program	\$1,500.00		
	Mediation Works	\$2,200.00		
	Access Inc (Food share-emergency food)	\$5,500.00		
	Jackson County Sexual Assault Response Team	\$2,350.00		
	Interfaith Care Community	\$13,600.00		
	Jackson County Court Appointed Special Advocates (CASA)	\$2,500.00		
	Trinity Respite Care	\$1,700.00		
	Souther Oregon Child Study and Treatment Center	\$1,350.00		
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2009	Access, Inc.	\$5,700.00	HAJC-Snowberry Public Facilities Improvement	\$165,367.00
	CASA of Jackson County, Inc.	\$2,000.00	City of Ashland-Program Administration	\$41,556.00
	Center for Non-Profit Legal Services	\$6,039.00		
	Children's Dental Clinic	\$3,285.00		
	Community Health Center	\$35,000.00		
	Community Works-Dunn House	\$15,270.00		
	Community Works-Sexual Assalt Victims Services	\$2,600.00		

Community Works-Helpline	\$10,250.00
Community Works-Street Outreach	\$8,000.00
Help Now! (Low Income Legal Assistance)	\$1,133.00
Jackson County Children's Advocacy Center	\$4,000.00
Jackson County Sexual Assault Response Team	\$2,480.00
Mediation Works	\$2,100.00
Ontrack, Inc (Drug Treatment)	\$3,000.00
Pathway Enterprises, Inc.	\$3,120.00
Planned Parenthood	\$4,000.00
RV Manor-Senior Volunteer	\$2,000.00
RVManor-Foster Grandparent	\$1,500.00
SOASTC	\$1,200.00
S. Ore. Child Study and Treatment Center	\$2,815.00
Southern Orgon Drug Awareness	\$1,500.00
WinterSpring Center for Living with Loss and Grief	\$1,350.00

2010 Access, Inc.	\$5,700.00	Ashland Supportive Housing-Rehab	\$110,861.00
CASA of Jackson County, Inc.	\$2,000.00	St. Vincent De Paul-Home Visitation Program	\$30,000.00
Center for Non-Profit Legal Services	\$6,039.00	ADA Improvements-Audible Signals	\$27,623.00
Children's Dental Clinic	\$3,285.00	City of Ashland-Program Administration	\$44,909.00
Community Health Center	\$35,000.00		
Community Works-Dunn House	\$15,270.00		
Community Works-Sexual Assalt Victims Services	\$2,600.00		
Community Works-Helpline	\$10,250.00	CDBG-R Conservation Program	\$51,217.73
Community Works-Street Outreach	\$8,000.00	CDBG-R Program Admin	\$4,404.27
Help Now! (Low Income Legal Assistance)	\$1,133.00		
Jackson County Children's Advocacy Center	\$4,000.00		
Jackson County Sexual Assault Response Team	\$2,480.00		
Mediation Works	\$2,100.00		
Ontrack, Inc (Drug Treatment)	\$3,000.00		
Pathway Enterprises, Inc.	\$3,120.00		
Planned Parenthood	\$4,000.00		
RV Manor-Senior Volunteer	\$2,000.00		
RVManor-Foster Grandparent	\$1,500.00		
SOASTC	\$1,200.00		
S. Ore. Child Study and Treatment Center	\$2,815.00		
Southern Orgon Drug Awareness	\$1,500.00		
WinterSpring Center for Living with Loss and Grief	\$1,350.00		

2011 Children's Dental Clinic	\$4,000.00	St. Vincent De Paul-Home Visitation Program	\$30,000.00
SOCSTC	\$2,880.00	ACCESS, Inc.-Hyde Park Lot Acquisition	\$136,142.00
Community Health Center	\$37,000.00	City of Ashland-Program Administration	\$37,251.00
Rogue Valley Manor Community Services RSVP	\$1,500.00		
Rogue Valley Manor Community Services FGP	\$1,500.00		
Community Works Sexual Assault Victim Services	\$2,730.00		

Community Works, Helpline	\$10,625.00
Community Works, Dunn House Shelter	\$16,000.00
Community Works, Inc.	\$8,250.00
CASA of Jackson County	\$2,120.00
St. Vincent De Paul	\$5,000.00
Center for Non-Profit Legal Services	\$7,000.00
OnTrack Inc.	\$3,500.00
ACCESS, Inc.	\$6,000.00
Sexual Assault Response Program	\$5,000.00
Planned Parenthood of Southwestern Oregon	\$4,000.00
Mediation Works	\$1,000.00
Children's Advocacy Center	\$2,605.00

2012 Children's Dental Clinic	\$4,000.00	St. Vincent De Paul-Home Visitation Program	\$14,000.00
SOCSTC	\$2,880.00	Maslow Project-School Based Services	\$10,000.00
Community Health Center	\$37,000.00	Living Opp ACES Center renovations	\$20,000.00
Rogue Valley Manor Community Services RSVP	\$1,500.00	City of Ashland-Program Administration	\$32,833.00
Rogue Valley Manor Community Services FGP	\$1,500.00		
Community Works Sexual Assault Victim Services	\$2,730.00		
Community Works, Helpline	\$10,625.00		
Community Works, Dunn House Shelter	\$16,000.00		
Community Works, Inc.	\$8,250.00		
CASA of Jackson County	\$2,120.00		
St. Vincent De Paul	\$5,000.00		
Center for Non-Profit Legal Services	\$7,000.00		
OnTrack Inc.	\$3,500.00		
ACCESS, Inc.	\$6,000.00		
Sexual Assault Response Program	\$5,000.00		
Planned Parenthood of Southwestern Oregon	\$4,000.00		
Mediation Works	\$1,000.00		
Children's Advocacy Center	\$2,605.00		

Proposed Timeline Elements-Revised 04/10/14

<i>Steps</i>	<i>Task</i>	<i>Date</i>	<i>Deliverable</i>	<i>Linda's To Do list</i>
1	Gather data and compile a Gaps Analysis	February/April 2014	Matrix of services vs. needs	
2	Brainstorming Agenda item at the H&HS meeting	February-14	Data presentation-brainstorm any other informational needs/gaps among commission members	
3	Draft a Recommendation for Council (and budget committee?)	April-14	Staff to prepare a recommendation based on discussion from commission members of what proposal will be presented to council.	
4	Bring to H&HS for review and approval	April-14	Brief review and approval of draft recommendation to council at the March Meeting if there is time.	
5	Present a recommendation to the council to work with the H&HS Commission to draft a strategic plan	June 2 or 16, 2014	Recommendation/Timeline	

Strategic Plan Timeline

1	H&HS agenda or subcommittee item: plan community outreach meeting, what will it look like, what do we want to learn?	June-14	Generate a list of invitees, draft an email-flyer, send it out to invitees. Feedback from community outreach meeting participants on; social service process, grant fund amounts, reporting requirements, grant fund uses, and priority needs for the community	Draft a list of 10 year's worth of Social Service Grantees and other Social Service provider contacts within the community
2	Hold a meeting to gain feedback from SS Grant recipients and Community Members at regular H&HS meeting time/date	July 24, 2014 or an earlier date in July (I may be out of the office 7/19-08/02)		Reserve the Community Center for this event
3	Draft an outline/preliminary document/Review at regular meeting	July/August 2014	Draft document	Compile draft document
4	Study Session with council/budget committee? to go over findings, review draft document and discuss priorities?	August-14	Find out if the priorities proposed by the SS grant recipients and community members are amenable to them and if they have anything that they would like to add.	
5	Revise document with suggestions from Council/budget committee, incorporate priorities suggested by Council	August/September 14	Final version of the strategic plan	
6	H&HS comm review and recommendations of draft document	August/September 14		
7	Draft an ordinance to adopt the strategic plan for the use of Social Service Grant Funds	September-14		
8	Bring draft document and ordinance with recommendations from advisory commission to council for review and adoption	September/October 2014		
9	Complete revisions and bring forward for first reading/second reading?	October/November 2014		
10	Document is adopted-30 days later is enacted	November/December 2014	Completed adopted Strategic Plan	



**CITY OF
ASHLAND**

**FINAL ACTION PLAN: ONE YEAR USE OF FUNDS
Program Year 2014
(July 1, 2014 – June 30, 2015)**

Prepared for:
The U.S. Department of Housing and Urban Development

By:
The City of Ashland
Department of Community Development
Planning Division
Ashland, Oregon

Mission Statement

The following mission statement is taken from the City of Ashland's current Strategic Plan.

HOUSING

The City has a responsibility to ensure that proper amounts of land are set aside to accommodate the various housing needs in the City, and that its land development ordinances are broad enough to allow for variation in housing type and density.

ECONOMY

The City seeks to provide opportunities for a variety of economic activities in the City, while continuing to reaffirm the economic goals of Ashland citizens. Economic development in Ashland should serve the purpose of maintaining and improving the local quality of life.

SOCIAL AND HUMAN SERVICES

To ensure that all people in Ashland live in a safe, strong, and caring community, the City seeks to enhance the quality of life and promote self-reliance, growth and development of people. To these ends, the City will strive to provide resources and services to meet basic human needs.

Executive Summary

The City of Ashland is an Entitlement Community. The city anticipates an annual allocation of \$170,078 in Community Development Block Grant funds for Program Year 2014 (July 1, 2014-June 30, 2015) by the Department of Housing and Urban Development (HUD).

This document, the CDBG Action Plan for Program Year 2014 describes the project(s) that the City will undertake and the manner in which the project(s) are consistent with the priorities of the Five-Year Consolidated Plan. Within this document is a table summarizing the projects to be funded by CDBG dollars in Program Year 2014 (page 3).

The City Council has identified that a total of \$136,000 in available grant funds, is to be awarded to three projects: \$18,000 to St. Vincent de Paul-Home Visitation Program for emergency rental and security deposit assistance, \$7,500 to Maslow Project for outreach and case management for homeless youth enrolled in the Ashland School District, and \$41,300 to Habitat for Humanity Rogue Valley for a homeowner rehabilitation program.

The table provided below shows the projects awarded CDBG funds in Program Year 2013:

CDBG Funded Projects for Program Year 2013

Project ID	Recipient Organization	Activity Name	Location	CDBG Funds	# Households or Persons Assisted Annually
2014-1 (Consolidated Plan Goal 14)	City of Ashland	CDBG Administration	City Wide	\$34,000	city wide
2014-2 (Consolidated Plan Goals 6.1, 6.2 & 8.2)	St. Vincent De Paul	Home Visitation Program-Homeless prevention	City Wide	\$18,000	15 low income households
2014-3 (Consolidated Plan Goals 6.1)	Maslow Project	School Based Services for Homeless Youth	City Wide	\$7,500	Approx 35-99 homeless youth (aggregate)
2014-4 (Consolidated Plan goal 3.3)	Habitat for Humanity Rogue Valley	Home repair program	City Wide	\$41,300	12 Homes repaired

Self-Evaluation

Since 2010, the City has funded a variety of activities including affordable housing projects, respite care for special needs populations, and emergency assistance for households at risk for homeless. In the 2011 Program year the City awarded grant funds to ACCESS, Inc to acquire a piece of property on which to develop six units of housing affordable to households making 60% of the Area Median or less. This project was completed in Spring of 2013 and was occupied by Summer of the same year. The completion of this development has helped the City get closer to meeting the Consolidated Plan sustainability of decent housing (DH) goal 3.1.

In 2010 the City awarded funding to Ashland Supportive Housing (ASH) to rehabilitate an existing single family housing unit to be used as a respite care center for peoples with disabilities. ASH's respite home opened in the fall of 2011, the completion of this respite home assisted the City in meeting Consolidated Plan Availability/Accessibility of Decent Housing (DH-1) goal 1.2; assisting 14 individuals in receiving services that improve general welfare and self-reliance. In the 2012 and 2013 Program Years, the City funded the interior and exterior remodel of Living Opportunities' Ashland Community Employment Services Center. This activity allowed the City to meet numerical goal established in the Consolidated Plan under Availability/Accessibility of Decent Housing (DH-1) goal 3.1 assisting non-profit organizations that provide support services for special needs populations. Lastly, the City has funded the St. Vincent De Paul-Home visitation program for the previous four years running. This program works with the homeless and households at risk of homelessness offering resources and assistance to stabilize the households and move them back to self sufficiency. The SVDP Home Visitation Program is administered by an all volunteer staff, so all program funds go

directly to assist participants. The SVDP program has assisted the City in meeting Availability/Accessibility of Decent Housing goal 1.1 assisting non-profit organizations that assist homeless and at-risk populations with housing and other services. This goal aims to assist 150 individual and families per year and the SVDP program along with the City's contributions to the Project Community Connect Event work to meet that goal. In Program years 2012 and 2013 the City also awarded funds to the Maslow Project to provide outreach, case management, and resources to homeless youth enrolled in schools, this activity also serves to meet the goal established in DH 1.1. The outcomes of these programs and the activities funded in the current program year will be reported in more detail in the 2013 CAPER.

Citizen Participation

A Public hearing was held on March 27, 2014 to consider comments on the potential uses of the 2014 CDBG allocation. Additionally at that meeting the Ashland Housing and Human Services Commission reviewed the applications submitted for CDBG grant awards. After opening a hearing to solicit comments about how the City should apply the CDBG funds (no public testimony was provided), the Housing and Human Services Commission forwarded an award recommendation to the City Council. The City Council held a public hearing on April 15, 2014, at which time the CDBG applicants testified during the public hearing and the Council selected award recipients.

The Housing and Human Services Commission held a public hearing on April 24, 2013 to elicit comments on the draft Action Plan and provide recommendations for potential changes. The public comment period on the 2014 one-year Action Plan began on April 18th and ran through May 19th.

All meetings are noticed in the *Ashland Daily Tidings*, and posted on the City of Ashland website. The availability of the draft plan was also posted on the City of Ashland web page on April 18, 2014 and an Adobe Portable document (PDF) of the Action Plan was available for download throughout the public comment period.

A legal notice notifying the public of the availability of the draft Action Plan and the comment period was published on April 18, 2014 in *The Ashland Daily Tidings*.

As of the date of submission no comments have been received.

Sources of Funds

There are several available private and public funding sources to assist developers of affordable housing, area non-profit service providers, and organizations that assist at-risk and low-income populations. This section provides an overview of the potential funding sources for projects or services provided to the aforementioned populations. Only the programs and resources most likely to be utilized by organizations providing services to City of Ashland residents or that provide area wide benefit will be included in this narrative. The City of Ashland is an Entitlement Jurisdiction for Community Development Block Grant funds. Most other resources are provided on a competitive basis through state or federal programs.

1) Community Development Block Grant (CDBG) Program

CDBG funds are an entitlement received by the City of Ashland based on a formula allocation. The City expects to receive \$170,078 in formula grant funds for fiscal year 2014. The eligible uses of these funds permit the city to provide direct funding for community development projects such as streets, sidewalks and other public infrastructure in low-income neighborhoods. The City of Ashland also awards funds to agencies and organizations that provide housing and related services to low to moderate income and special populations through a competitive process that requires a 10% match. Similarly CDBG funds often allow the grantees to leverage substantial resources from state and federal funding sources. The City of Ashland has instituted a 15% set aside for public service projects that benefit low to moderate income populations and homeless, at-risk and special needs populations.

Total Fiscal Year 2014-2015 resources expected to be available for allocation in this program year

Expected 2014 Community Development Block Grant Fund	\$ 170,078
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The funds identified above represent both federal and local CDBG resources available for allocation to eligible activities. The City intends that 100% of these funds will be invested in or support the delivery of activities that primarily benefit very low, low, and moderate income persons. This table does not reflect funding sources provided by federal, state, and local resources outside of the CDBG program which may be utilized in projects and services that help to meet goals identified in the City's five year Consolidated Plan. The City has not received program income from the Housing Rehabilitation Loan program since 2007. The cumulative total comprised of pay-offs received since the close of fiscal year 1997, the year that the first Home Rehabilitation Loan program was awarded a City of Ashland CDBG grant, is \$49,217. Three projects were completed in PY 2010 expending all but \$46 of the program income. For fiscal year 2014 the Housing Authority of Jackson County does not expect to receive any program income from the City of Ashland's Housing Rehabilitation Loan Program. Program income derived from Housing Rehabilitation Loan repayments are only eligible for use in further Housing Rehabilitation Loan projects

2) Home Program

The City of Ashland is not currently a participating jurisdiction for HUD's HOME funds. Some local developers of affordable housing are eligible to apply to Oregon Housing and Community Services Department which allocates funds based on a statewide Consolidated Plan.

3) Low-Income Energy Assistance and Weatherization

ACCESS, Inc. serves as the CAP agency providing service to all of Jackson and most of Josephine County. ACCESS, Inc. receives U.S. Department of Energy funds which are distributed through Oregon Housing and Community Services. These funds are used to provide low-income households with help in paying their energy bills and weatherizing their homes. Furthermore, the City of Ashland owns and operates the Electric Utility; the City is in the unique position to assist very-low income households in meeting their energy needs, specifically during the winter months when energy costs and use are highest. To this end the City targets assistance to Low-income Ashland utility customers who need help to pay their heating bills over the course of each winter. Applicants must have an active electric utility account with the City and the Applicant's household income may not exceed 125% of the Federal Poverty Guidelines. The City of Ashland also offers a Senior and Disabled Discount on electric usage charges. In program year 2012, the cumulative total the city provided out of the general fund toward this program was \$99,908 in assistance, benefiting 216 low-income households; the City also assisted 165 seniors and 75 peoples with disabilities.

4) Low-income Housing Tax Credit Program

The Federal Low-Income Housing Tax Credit Program assists both for-Profit and non-profit housing developers in financing affordable housing projects for low-income families and individuals. Some local developers of affordable housing are eligible to apply to Oregon Housing and Community Services (OHCS) Department which allocates funds based on a statewide Consolidated Plan. The Housing Authority of Jackson County completed a 60 unit housing project in 2011 and ACCESS completed a six unit complex on land purchased with City of Ashland CDBG funding in 2013 both projects also utilized tax credits awarded from OHCS.

5) Exemptions from Local Property Taxes

Non-profits that provide services for low and moderate income persons are often eligible for exemptions from local property taxes. ACCESS, Inc. and the Housing Authority of Jackson County are two such entities.

6) Homeless Populations

Oregon Housing and Community Services receives federal and state resources to be used to support services benefitting homeless populations. These funds include: Emergency Housing Account, Emergency Shelter grants, State Homeless Assistance Program, Shelter plus Care, and Supplemental Assistance for Facilities to Assist Homeless populations. Additionally, under the Federal Continuum of Care program administered by HUD, local governments and agencies can apply for federal funding for programs and services to prevent and combat homelessness. The Jackson County Continuum of Care is an annual recipient of McKinney Vento funds. The City of Ashland does not directly receive any funds to assist homeless persons or persons at risk of becoming homeless. At the end of the last program (2012) year, the City of Ashland awarded \$100,000 in General Funds to support the operation of a local day center to assist residents with resources and assistance, including services to homeless and at risk populations. Two entities; ACCESS and a new non-profit established for this very purpose called Options for Homeless Resident's of Ashland (OHRA), partnered to administer the funds and establish and run the day center. The day center offers a number of resources including computer access, resource referrals, shower and bathroom access, a small self service kitchen and a space for service providers who do not currently have locations within the City to meet with clients locally. City of Ashland residents can also still access available services, programs and funds through ACCESS, Inc. the regional CAP agency that serves Jackson and Josephine Counties at the day center. Similarly, many non-profit agency's that provide housing or support services for homeless populations are eligible to apply for funds through Oregon Housing and Community Services or through the Jackson County Continuum of Care.

Continuum of Care funds for the current year were recently announced

7) Public Housing Assistance-Section 8 Housing Choice Voucher Program

The Housing Authority of Jackson County is the local provider of HUD funded housing programs such as the Housing Choice Voucher program and the Public Housing program. The Housing Authority also operates a Family Self sufficiency program for families receiving federal housing assistance. The family self sufficiency program offers an Individual Development Account program that provides a three to one savings match to promote self sufficiency through furthering education, providing down payment assistance for homeownership and the promotion of micro-enterprise. Currently the Housing Authority receives approximately 1390 Housing Choice Vouchers for all of Jackson County. Just over 100 of those vouchers are provided to City of Ashland residents.

8) USDA Rural Development Mutual Self Help Home Loans/SHOP

The Department of Agriculture's Rural Development offers several loan options to assist low to moderate income households attain homeownership. In recent years the City of Ashland has awarded Rogue Valley Community Development Corporation (RVCDC) CDBG funds to help leverage funds and initiate two Self help homeownership projects that utilized funds from Rural Development programs. Rogue Valley Community Development Corporation has utilized Self Help Ownership Program (SHOP) grant funds awarded to Community Frameworks from HUD on these projects. Similarly USDA Rural Development also offers low-interest loans and grants to assist low to moderate homeowner's complete health and safety repairs on their homes. RVCDC went out of business in 2011 and the remaining land trusted properties that they owned were sold to Neighborworks Umpqua. Neighborworks Umpqua is also eligible to utilize SHOP funds and also offers several federal and state programs in Douglas County.

9) City General Fund Grants

The City of Ashland offers two types of grants, Social Service Grants and Economic Development Grants. The City's Social Service Grant program allocates approximately \$118,000 annually to help fund public service agencies and organizations providing essential safety net services for City of Ashland residents. The City's Economic Development Grant program provides over \$150,000 in grants annually.

10) **Land Donation/Systems Development Charge Deferrals/Fee Waivers**

In recent years the City of Ashland has offered city owned land to developers of affordable housing through a competitive RFP process to assist in buying down the land costs thereby encouraging the development of affordable housing. The City offers incentives to private developers and affordable housing developers by deferring Systems Development Charges and waiving Community Development Fees for providing ownership and rental units priced for low and moderate income households. These incentives result in the non-collection of funds that would otherwise contribute to the City's General Fund.

Summary of Specific Annual Objectives

The Action Plan allocates \$170,078 in new 2014-2015 CDBG funds. The funds will be used to support the following activities:

Emergency Rental and Utility Assistance- St. Vincent De Paul-Home Visitation Program was awarded \$18,000 in public service funds to provide emergency rental and utility assistance to qualified households.

Outcome Statement: *Availability/Accessibility of Decent Housing*

Case Management for Homeless Youth- Maslow Project –School Based Services for Ashland Homeless Youth was awarded \$7,500 in public service funds to provide outreach case management and resources to homeless youth in the Ashland School District.

Outcome Statement: *Availability/Accessibility of Economic Opportunities and Decent Housing*

Home repairs and improvements for qualified low-income homeowners-Habitat for Humanity Rogue Valley- was awarded \$41,300 to complete home repair projects and needed upgrades for income qualified homeowners.

Outcome Statement: *Sustainability of Decent Housing*

Program Administration -\$34,000 will be used for general program administration.

**Table 3-A
Summary of Specific Annual Objectives**

Specific Obj. #	Outcome/Objective Specific Annual Objectives	Projects (CDBG Funded)	Performance Indicators	Year to be completed	Expected Number	Actual Number	Percent
DH-1 Availability/Accessibility of Decent Housing							
DH-1.1	Provide assistance to non-profit organizations that assist the homeless and those at risk of homelessness, provide transition assistance to the homeless and help prevent homelessness. HUD Matrix = 05 Q	Home Visitation Program St. Vincent De Paul	Number of households at risk of homelessness that have received services designed to improve health and safety, and counseling.	2014	15		
DH-1.1	Provide assistance to non-profit organizations that assist the homeless and those at risk of homelessness, provide transition assistance to the homeless and help prevent homelessness. HUD Matrix = 05D	School Based Services for Homeless Youth-Maslow Project	Number of homeless or at risk youth that have received services designed to improve health and safety, and counseling.	2014	35-99		
DH-3 Sustainability of Decent Housing							
DH-3.3	Retain existing affordable housing, rental and ownership, by supporting rehabilitation programs which recapture the rehabilitation costs for further use in Ashland. HUD Matrix=14A	Habitat for Humanity – A Brush with Kindness and Critical Home Repair programs	Number of homes that receive rehabilitation under the Brush with Kindness or Critical Home repair programs.	2014	12		

Outcome measures

In addition to the table above, included in this submission is Table ‘3C’ (OMB 2506-0117) for each of the activities receiving CDBG funds for the 2014 program year. Within the 3C tables the City has indicated the Objective and Outcome categories and incorporated the identification of the CPD outcome statement as an Objective number.

Allocation priorities and Geographic Distribution

The City of Ashland is a small entitlement community with limited resources to apply to CDBG funded activities. As the City of Ashland primarily uses CDBG funds to assist projects that seek to create or retain affordable housing (these priorities are noted in Housing Goals 1-3 in the City’s 2010-2014 Consolidated Plan). The City aims to utilize CDBG funds to benefit the greatest number of households as opposed to a direct application of funds to a particular neighborhood as part of a revitalization strategy. With a limited number of applications received for CDBG funds the City has not had to further delineate a spending priority based on location as selection criteria in evaluation of proposals. However, as land values are slightly lower in designated low-moderate income census block groups the City is

often in the position of making awards to acquire property or rehabilitate housing in such neighborhoods. The jurisdiction has no plans to dedicate a percentage of CDBG funds to any one area.

For a number of years the City has struggled to retain existing affordable rental housing units and create new affordable rental housing units. An insufficient quantity of new affordable rental housing units have been built within the City in recent years, this has been attributed to the high cost of land, which despite the recent economic downturn continued to remain higher (decrease at a lesser rate) than that of surrounding area. The goals specified in the 2010-2014 Consolidated Plan that aimed to provide services to homeless, at-risk, and special needs populations have seen some major projects implemented in the last year to assist that population. These activities will be described in greater detail in the 2014 CAPER. Furthermore, Homeless populations and those at risk of homelessness now have greater access to regional service providers, most of which are located in and around the City of Medford approximately 13 miles from Ashland. The 2010-2014 Consolidated Plan established the goal (6) of providing support services for homeless prevention and transition. The goal further states that services that are part of a comprehensive approach to improve the living conditions of clients are a priority. The City received two proposals in 2014 which will assist the City in addressing this goal.

Annual Affordable Housing Goals

Goal 1: *To increase the supply of affordable rental housing for extremely low-, low- and moderate-income families. Where possible, give funding priority to those projects that will provide benefits to residents with the lowest incomes.*

Goal 2: *To increase the homeownership opportunities for extremely low-, low-, and moderate-income households. Where possible, give funding priority to those projects that will provide benefits to residents with the lowest incomes.*

Goal 3: *To maintain the existing affordable housing supply. Where possible, give funding priority to those projects that will provide benefits to residents with the lowest incomes. Also, give funding priority to those programs which retain the units as affordable in perpetuity, or recapture the rehabilitation costs for further use in Ashland.*

During the 2014 CDBG Program Year the City of Ashland expects to meet and exceed the five year home repair goal identified in the 2010-2014 consolidated Plan.

Needs of Public Housing

The City of Ashland does not own or operate any public housing within the City. Additionally, the Housing Authority of Jackson County which serves the Ashland area in this regard does not currently own or operate any Public Housing units located within the city. The Housing Authority has no proposed Public Housing projects within the Ashland City limits for the 2014 CDBG program Year.

Homelessness and other Special Needs Populations

Goal 6: *Support services for homelessness prevention and transition. Where possible, give funding priority to services that are part of a comprehensive approach that improves the living conditions of clients. Safety net services or services that meet basic needs shall only be funded with CDBG dollars if it can be demonstrated that clients receiving those benefits are part of a program that will eventually help them obtain self-sufficiency.*

Goal 7: *Encourage the development of emergency and transitional housing for homeless families with children and/or individuals.*

Goal 8: *To support housing and supportive services for people with special needs. People with special needs include the elderly, the frail elderly, persons with developmental disabilities, persons with physical disabilities, persons with severe mental illness, persons with alcohol or other drug dependencies and persons with HIV/AIDS or related illness.*

For Program Year 2014, the City has awarded public service funds to the St. Vincent De Paul, Home Visitation program in an effort to prevent homelessness. The city has also awarded funding to Maslow Project to provide wrap around services, case management and resources to homeless youth enrolled in the Ashland School District. Further, the City has awarded Habitat for Humanity Rogue Valley funding to assist qualified low-income homeowners with repairs to their homes with a particular focus on ADA accessibility modifications for peoples with disabilities and the elderly.

The city continues to support regional service providers through the City of Ashland's general fund social service grant program. The City provides funding to organizations serving a variety of populations: funded organizations provide services to; homeless, at-risk, and special needs populations; as well as minority populations, and victims of domestic violence. As mentioned previously, community volunteers and local faith based organization organize emergency shelters in churches and public buildings on a weekly basis and in times of extreme weather conditions. In the 2012 program year, the City Council authorized the use of a public building to be utilized as an overnight winter shelter on a weekly basis. In 2013 the City authorized that same building to be utilized for an additional shelter night for homeless individuals throughout the winter months (from November-April). This brings the number of shelter nights to four each week; providing overnight shelter in Ashland on Monday, Tuesday, Wednesday, and Thursday nights. Each shelter night is organized and staffed by community volunteers.

Further, populations needing assistance not offered locally have the ability to access a variety of safety net services through ACCESS, Inc, the regional provider of Community Action Programs, and a partner agency in the newly established day center. The day center also assists in providing referrals to and meeting space for other social service providers located outside of the City. The city continues to partner with other governmental jurisdictions, agencies and organizations, in an effort to address homelessness and other special needs populations. The city continues to be an active member in the Homeless Task Force, a sub-group of the Jackson County Community Services Consortium, and Jackson County's Continuum of Care administrating body, to address the needs of the homeless on a regional scale, and make referrals to the appropriate agencies when necessary.

Each year the Homeless Task Force conducts a one night homeless survey, through a coordinated effort of Task Force members, emergency shelters, social service agencies, and organizations that provide support services to homeless and special needs populations. This annual survey allows jurisdictions and agencies to track the progress, or lack of progress in addressing the issues of homelessness in the region as well as to recognize gaps in services. The city expects to attain the goals as outlined in DH1.1 - 1.3; assistance and support services for special needs and homeless populations, (3 group homes, 3 individuals, and 400-500 homeless individuals receiving services county wide) through support of Maslow and St. Vincent de Paul's program, through the use of City of Ashland general funds in the form of Social Service grants to area organizations offering services to at-risk, homeless, and special needs populations, through support of the new resource center and through staff's work with the Homeless Task force and the Project Community Connect event, a one day event to provide outreach, services, and resources to homeless and at-risk populations.

The City does not specifically prioritize activities that focus on serving the needs of chronically homeless populations. However, Jackson County's Ten-Year Plan to end homelessness, a document created and carried out by the Jackson County Homeless Task Force, of which the City of Ashland is an active member, does prioritize several strategies to address the needs of the chronically homeless throughout the region. The six strategies identified by the Ten Year plan provided action steps to end chronic homelessness. These action steps include; promoting the housing first model, providing coordinated and

consistent case management, increase financial assistance/incomes for those who are the most vulnerable, provide life skill training, and coordinate discharge planning. Lastly, the Ten-Year plan prioritizes the development and increase of emergency and transitional shelters, and permanent supportive housing options open to those with the lowest incomes.

In 2011 the City Council adopted the goal of appointing an ad-hoc committee to make recommendations to the City Council by December 31, 2011 about how the City and partner organizations can work together in the long run to address the needs of homeless people and to reduce homelessness in the community. In their first year, the Ad Hoc Committee the City helped to install a porta-potty behind the downtown plaza to offer restrooms for the homeless and others after the community restrooms have closed. The City in partnership with the Chamber of Commerce purchased donation drop-boxes, the proceeds of which will be administered by the Ashland council of the Society of St. Vincent De Paul to assist homeless populations meet their needs and work toward self-sufficiency. In April of 2012 the Ad Hoc committee received a renewal of their charge to continue their work on partnering with area non-profits around the creation of a day use center and to foster an ongoing community dialog around homelessness. In 2013 the Homelessness Steering committee and the Housing Commission were both disbanded and a new City commission was established that combined elements from both the Homelessness Steering Committee and the Housing Commission's mission and charges. This new commission, the Housing and Human Services Commission was established in October 2013 and held its first meeting in January 2014.

Racial/Minority Populations

According to the 2010 Census there were no block groups where 20% or more of the population is comprised of racial or ethnic minorities. Consequently the City does not intend to direct any 2014 CDBG funds to any one block group for this purpose. The City does however intend to direct resources toward furthering fair housing and implementing the recommendations identified in the 2008 Analysis of Impediments to Fair Housing Choice.

Barriers to Affordable Housing

Goal 4: *Remain aware of the barriers to affordable housing in Ashland, and where it is within the City's ability; take steps to overcome such barriers.*

Education and Outreach is a significant role of the Housing and Human Services Commission and such activities often have the benefit of not just disseminating information, but collecting information as well. Such a dialogue within the City facilitates an awareness of the barriers to affordable housing and highlights mechanisms available to address such barriers. In the 2014 CDBG program year the Housing and Human Services Commission is unlikely to address this goal, since the newly formed commission is working on two council directed goals while also working to learn about housing and social service resources City staff will continue to research and implement incentives to promote the development of affordable housing.

Anti-Poverty Strategy

Goal 13: *To reduce the number of people living in poverty in the City of Ashland.*

Goal 14: *Promote and support activities in the community that improve or provide access to economic opportunities for extremely low- and low-income residents of Ashland.*

The Housing and Community Development Act of 1992 requires communities to include in their Consolidated Plan a description of an anti-poverty strategy. This strategy takes into consideration factors over which the City has control. The City of Ashland has limited resources for addressing the issues involved in reducing poverty and improving the self-sufficiency of low-income residents. Affordable

housing is one of the factors directly related to poverty that the City of Ashland does have some ability to influence. In addition, the City supports housing, social service, and economic development programs targeted at the continuum of care needs of the homeless. For the 2013 year the City Council identified several goals to work toward reducing poverty within the City including:

- Minimize the incidence and impacts of homelessness
- Provide opportunities for those who are struggling to thrive and not just survive in Ashland
- Increase the number of internet-based businesses by 50% in two years
- Investigate land-use and funding strategies that provide affordable and workforce housing units
- Support and assist foundational relationships with community partners
- Establish a permanent jobs commission
- Encourage private development of affordable housing options

Currently the City Council is in the process of setting new goals. Goals 13 and 14 of the five year consolidated plan target reducing the number of people living in poverty, to this end the City adopted a Living Wage Ordinance in 2001 that stipulated that all employees, contractors, or recipients of city grants or funds must meet minimum living wage requirements adjusted annually to the Consumer Price Index. The Living wage ordinance continues to provide the benefits of a higher wage scale for all people working to provide the City with services, or working on City funded projects. Similarly economic development grants funded through the City's General Fund provide support for non-profit organizations that create living wage employment opportunities and fund programs that provide job training for low-income, at-risk and special needs populations as well as supporting humanities and the arts. The City of Ashland completed an Economic Development study to increase the number of living wage jobs located within the city by promoting the expansion, retention and relocation of local and national businesses.

The City of Ashland provides funding to agencies that address the needs of low income and homeless residents through a Social Service Grant program. The goal of this program is to improve living conditions and self sufficiency for residents by meeting such basic needs as food, shelter, clothing, counseling and basic health care. The goal is carried out by providing funds in excess of \$100,000 every other year to various area agencies whose focus meets one or more of these targeted needs. Similarly, the City of Ashland's utilities department through the Ashland Low-Income Energy Assistance Program (ALEAP) provides reduced cost energy bills and bill payment assistance to qualifying low-income, elderly, and disabled residents in an effort to reduce cost burden. Both of these programs are paid out of the City's General Fund.

An Affordable Housing Committee was formed in 1990 and reconvened in 1994 to search for ways to provide economical housing in Ashland. In 1995 a formal Housing Commission was formed. In 2013 the Housing Commission was disbanded and many of its duties were assigned to a new commission, the Housing and Human services commission, to address both housing and human services needs within Ashland, in recognition that both housing and services are needed to address the issues of poverty.

Lead-Based Paint

Goal 12: Assure activities assisted by the City are conducted in compliance with state and federal laws that apply to lead-based paint hazards, and the information distributed about lead-based paint is in compliance with current state and federal laws.

The City of Ashland is acutely aware of the dangers posed by lead based paint poisoning. In goal 10 of the five year Consolidated Plan, the city prioritized the goal of assuring that CDBG funded activities would be in compliance with all state and federal laws regarding Lead Based Paint safe work practices in federally assisted projects in an effort to reduce the number of housing units containing Lead Based Paint Hazards and thereby reduce the number of children affected by lead based paint poisoning. The city

provides information regarding lead based paint hazards in the home, and information regarding lead based paint safe work practices as requested. Lastly, The Housing Authority of Jackson County hosts periodic Lead Based Paint Safe work practices training and certification which benefits local contractors and the general public. The City of Ashland's Housing Program Specialist is certified in lead based paint safe work practices. The City sponsored housing rehabilitation program utilizing program income and the newly funded Habitat for Humanity Rogue Valley Project both have the potential to involve issues of lead based paint. The City has in the past and will continue to ensure that lead testing and clearance is completed on any federally funded project involving a structure built prior to 1979.

Monitoring

The City of Ashland employs a full time Housing Program Specialist to oversee the Community Development Block Grant program, the City of Ashland's affordable Housing Program, and to work with the City of Ashland's Housing and Human Services Commission in identifying the City's housing and human services needs, to foster knowledge of those needs and promote the development of needed resources. The Housing Program Specialist is responsible for monitoring the City's progress in meeting the stated goals and objectives set forth in the five year Consolidated Plan annually, and to ensure that CDBG awards and the yearly Action Plans are developed to meet the intended goals. Specifically, the development of housing that is affordable to low, moderate, and extremely low income households will be quantified each year. Throughout the year each new unit that is developed, through grant assistance or through the private market to meet regulatory requirements, will be deed restricted to ensure a period of affordability (typically 30 years or greater), The development of both rental and owner occupied affordable housing will be compared to the targets established in the Consolidated Plan and subsequent years CDBG awards will be targeted to those types of housing that are not keeping pace with projections.

City staff will complete an Annual Performance Evaluation Report which will quantify both housing and homeless accomplishments after the conclusion of each program year. Housing accomplishments will be broken into the outcome and performance measure categories identified in the 5-year Consolidated Plan.

Sub-recipient Monitoring-The City of Ashland, as the grantee for CDBG funds, will monitor the sub-recipients on a quarterly basis. The Housing Program Specialist maintains a close working relationship with the City's CDBG sub-recipients. One benefit of being a small entitlement community with a limited grant amount is that the City typically provides only one or two awards per program year. This enables City Staff to closely follow the progress of CDBG projects and maintain open communication with Sub-recipients.

The City is committed to ensuring that CDBG funds are used in accordance with Federal regulations through: public and City Council monitoring, through public hearings, staff evaluation, annual evaluation of the priorities set forth in the Consolidated Plan, periodic site visits and program evaluations, financial monitoring, record keeping, and financial and beneficiary reporting requirements.

The City requires recipients of CDBG funds to provide a project timeline with benchmarks for completion which is incorporated into the Sub-recipient Agreement for use of CDBG funds. The City remains in regular contact with each sub-recipient throughout the project's development to monitor their accomplishments to ensure they are meeting the projected benchmarks, and to provide ongoing guidance on CDBG regulations.

For currently funded projects; City CDBG administration staff will meet with each sub-recipient's designated representative annually to review their project's accomplishments and investigate any failures to meet anticipated benchmarks at quarterly intervals. If deemed necessary, the City of Ashland CDBG administrative staff will conduct a formal monitoring visit to evaluate the following items as they relate to CDBG funded projects. If at any point the City CDBG administration staff determines a project is failing

to move forward the sub-recipient will be required to complete a Corrective Action Plan as described below.

Financial management-The extent to which program participants account for and manage financial resources in accordance with approved financial management standards. Additionally this criterion relates to the amount of potential monetary exposure to the City, and the Department of Housing and Urban Development.

Analysis to include assessment of:

- Amount of current/total funding obligated and/or expended
- Audits and/or Investigations
- Staff experience with CDBG
- History of performance

Physical asset maintenance and operation-The extent to which HUD-funded physical assets are maintained and operated.

Analysis to include assessment of:

- History of Performance
- Condition of HUD funded physical assets
- Use of facilities or physical assets in conformance with CDBG regulations

Management-The extent which the program participant has the administrative capacity to carry out CDBG requirements.

Analysis to include assessment of:

- Experience level of Key staff particularly as it relates to CDBG funded activities
- Program History including performance indicators
- Reporting consistency

Satisfaction-Extent to which clients express satisfaction or dissatisfaction with the delivery of the program services.

Analysis to include assessment of:

- Types of program activities
- Complaints or compliments received

Services-Extent to which HUD program participants effectively and efficiently deliver services to the intended beneficiaries/clientele.

Analysis to include assessment of:

- Types of program activities
- Accomplishments
- Timeliness
- Project development including timing benchmarks

Corrective Action Plan-If the activities funded with CDBG dollars are not being accomplished in a timely manner, as set forth in the sub-recipient agreement the City of Ashland may issue a written notice requiring the submission of a corrective action plan that is subject to the approval of the City. The City shall provide the sub-recipient 14 days, or such time as City deems appropriate, to develop a corrective action plan that is acceptable to the City for correcting the problem. At a minimum, the corrective action plan must include;

- (1) A written performance measure to be implemented by the Sub-recipient that corrects the specific area(s) of noncompliance and how performance measure will be established and executed by the Sub-recipient's organization, including subcontractors and;
- (2) Designates the person with authority within the Sub-recipient's organization charged with the responsibility of accomplishing and monitoring compliance.

Acceptance of the Corrective Action Plan by the City will establish the curative period necessary to bring the project into compliance. If the Sub-recipient has not submitted a corrective action plan that is

acceptable to the City within the specified time frame or does not implement or complete the corrective action plan within the specified time frame, the City shall proceed with other enforcement remedies as outlined in the Sub-recipient Agreement.

Coordination

Goal 5: To provide institutional structure and intergovernmental cooperation.

The City of Ashland's Housing Program Specialist will continue to provide institutional structure as well as examine and implement expanded opportunities for intergovernmental cooperation. City of Ashland Staff will continue to; work with providers of public, private and assisted housing in an effort to promote the development of affordable ownership and rental housing; with social service agencies to maintain, expand, or bring needed services to homeless, at-risk, low-income and special needs populations, and with other municipalities and government entities to coordinate services, maximize resources, avoid duplication and serve the identified needs of low-income populations throughout the region. City staff will provide technical assistance about City programs, regulatory requirements and incentives as well as the CDBG program to area non-profits and social service providers. The staff will also continue to work closely with and offer support to the City of Ashland Housing and Human Services Commission.

The Southern Oregon Housing Resource Center provides a clearing house for housing related resources within Jackson and Josephine Counties. It is a collaborative effort between county governments, Access, Inc., the Housing Authority of Jackson County, and several municipalities including the cities of Medford and Ashland. The Housing Program Specialist sits on the Board of the Southern Oregon Housing Resource Center (SOHRC) to assist in regional coordination of their housing related efforts. Currently the SOHRC is continuing to offer support to first time homebuyers and coordination around fair housing issues and activities.

The City of Ashland's Housing Program Specialist continues to be active with the Jackson County Homeless Task Force, which coordinates the efforts of city and county governments, social service agencies, federal agencies, and non-profit organizations to address affordable housing and homeless issues on a regional level. The Homeless Task force is also the Continuum of Care administrator for McKinney-Vento funding for the region.

The City of Ashland established a Housing and Human Services Commission in October 2013. The Housing and Human Services Commission was established to address issues relating to housing accessibility and affordability and the resource needs of vulnerable citizens within the City. Serving in an advisory capacity to the City Council on housing and human services related issues, the Housing and Human Services Commission is charged with the review and recommendation on all CDBG related activities undertaken by the City. The Housing Program Specialist is the staff liaison to the Housing and Human Services Commission and works closely with that body in disseminating information regarding fair housing and the needs of the community with regard to housing and services. Similarly staff and the Commissioners act as a conduit between the residents and the city government allowing for public input and participation on issues of affordable housing and the CDBG program.

City of Ashland general funds help to support coordination activities undertaken by the Housing Program Specialist and are also utilized to contribute toward CDBG program administration as well as staff support of non-profit organizations and intergovernmental cooperation.

Program Benefit and Location-Low/Mod Benefit

In the 2014 program year all CDBG funded activities, 100% of the intended beneficiaries are to be qualified as extremely-low, low or moderate-income. With a limited number of applications received for CDBG funds the City has not had to further delineate a spending priority based on location as selection

criteria in evaluation of proposals. However, as land values are slightly lower in designated low-moderate income census block groups the City is often in the position of making awards to acquire property or rehabilitate housing in such neighborhoods.

Impediments to Fair Housing and Fair Housing Activities

Goal 9: *To affirmatively further fair housing.*

An Analysis of Impediments (AI) is a review of impediments or barriers that affect the rights of fair housing choice. It covers public and private policies, practices, and procedures affecting housing choice.

Impediments to fair housing choice are defined as: *any actions, omissions, or decisions that restrict, or have the effect of restricting, the availability of housing choices, based on race, color, religion, sex, disability, familial status, or national origin.*

The AI serves as the basis for fair housing planning and provides essential information to the city of Ashland as well as local housing providers, lenders, and housing advocates. The City Contracted with the Fair Housing Council of Oregon to undertake an update to the AI during the 2008 CDBG program Year. In June of 2009, the draft AI was presented to the City of Ashland Housing Commission. The final Draft of the AI was completed in September of 2009. In the 2010-2014 Consolidated Plan the City has identified a plan for corrective actions the city may need to address to remove impediments or barriers that exist in the community that have an affect on the housing choices of its residents based on the recommendations asserted in the 2008 Analysis of Impediments.

The Fair Housing Council of Oregon (FHCO) continues to offer trainings and provide education and outreach locally. FHCO also continues to offer a fair housing hotline for all Oregon residents to seek assistance regarding issues of fair housing. The City's of Ashland and Medford continue to work together to bring more advocacy and information to the Southern Oregon region and better coordinate regionally toward building capacity for an increased local fair housing presence.

The City of Ashland's Social Service Grant program offers annual support to the Center for non-profit Legal Services to advocate for tenants rights and offer advice on issues of fair housing. Currently the City is looking at amending the existing fair housing ordinance to provide better protections for students. Beyond outreach to landlords, property managers, and student populations and the potential survey and forums which will accompany the exploration of the ordinance amendment process, the City has not planned any other specific Fair Housing trainings or activities for the 2014 program year.

Underserved Needs

The City of Ashland in its five year Consolidated Plan has identified far more needs within the community than its limited resources can meet. Consequently, the City has prioritized those needs through a ranking system which targets limited CDBG funds to those projects that offer the most benefit to those populations with the greatest need, i.e. long term affordability targeted to extremely-low, and low-income populations.

Some underserved needs are supported through programs funded out of the City of Ashland's general fund, such as Social Service and Economic Development grants to area non-profits, safety net service providers, agencies that offer support services to homeless, at-risk, and special needs populations, as well as helping to support medical services for low-income populations. Many of these providers address goals identified in the City's Consolidated Plan which could not otherwise be met with the City's limited CDBG funds. Similarly the City's support, though general fund monies, of the newly established resource center for homeless and at-risk populations provides a new and needed service resource for the community.

Community Development

Goal 10: *To provide safe and convenient access to alternative transportation routes in extremely low-, low-, and moderate-income neighborhoods.*

Goal 11: *To make City facilities easier and safer to use for people with disabilities.*

Goal 11.1: *Make accessibility improvements to city-owned facilities.*

In 2010 the City awarded \$27,623 in CDBG funds to the Public Works Department to complete public facilities improvements in designated low to moderate income census block groups. This activity will assist the city in obtaining the community development goals identified in the five year consolidated plan. This activity will serve to provide safe and convenient access for all City of Ashland residents including those residents with special needs. Further, this project may assist in fostering alternative transportation through the improvement of bicycle and pedestrian connectivity to needed services. The public works department completed the majority of the project (the installation of audible signals) in program year 2013, and staff expects the remainder of the project to be completed in the 2014 program year.

Strategy Implementation

The following is a listing of the goals and strategies that will be implemented in the 2014-2015 Program Year. Each strategy is followed by the activity that will implement the goal and strategy. Where appropriate, the activity is followed by the proposed accomplishments of the activity for the year.

Goal 6: *Support services for homelessness prevention and transition. Where possible, give funding priority to services that are part of a comprehensive approach that improves the living conditions of clients. Safety net services or services that meet basic needs shall only be funded with CDBG dollars if it can be demonstrated that clients receiving those benefits are part of a program that will eventually help them obtain self-sufficiency.*

Objective 1.2-Provide assistance to non-profit organizations that assist the homeless and those at risk of homelessness, provide transition assistance to the homeless, and help prevent homelessness.

Location: Citywide/low income benefit

Sub-recipient: St. Vincent De Paul Home Visitation Program

Funding: \$18,000

Outcome: Number of homeless, or households at risk of homelessness that have retained or attained housing and/or received services designed to improve health and safety, and counseling to stabilize housing outcomes.

Availability/Accessibility of Decent Housing (DH-1)

Activity Description: St. Vincent De Paul Home Visitation Program was awarded \$14,000 in CDBG grant funds to provide emergency assistance to households threatened with eviction and utility disconnection. St. Vincent volunteers will work with staff to provide resources and counseling to improve conditions.

Location: Citywide/low income/special needs benefit

Sub-recipient: Maslow Project

Funding: \$7,500

Outcome: Number Homeless and at risk youth provided with case management and resources.

Availability/Accessibility of Suitable Living Environment (SL-1)

Activity Description: Maslow Project's School Based Services for Ashland Homeless Youth was awarded \$7,500 in public service funds to provide outreach case management and resources to homeless youth in the Ashland School District.

Location: Citywide/low income/special needs benefit

Sub-recipient: Habitat for Humanity Rogue Valley

Funding: \$41,300

Outcome: Number of families and individuals who receive nutrition assistance.

Availability/Accessibility of Decent Housing (DH-1)

Activity Description: Habitat for Humanity Rogue Valley \$41,300 in 2014 CDBG funding to acquire the building that the food bank currently occupies and leases from Peoples Bank of Commerce.

**Table 3C
Consolidated Plan Listing of Projects**

Jurisdiction's Name: City of Ashland

Priority Need

Homeless Prevention-Emergency Services

Project Title:

St. Vincent De Paul Home Visitation Program

Description:

Public Service Activity: Emergency Rental and Security Deposit Assistance.

Objective category: Suitable Living Environment Economic Opportunity

Outcome category: Availability/Accessibility Sustainability

Location/Target Area:

City Wide

Objective Number DH-1.1	Project ID IDIS ID 2014-2
HUD Matrix Code 05Q	CDBG Citation 570.201E
Type of Recipient LMC	CDBG National Objective 570.208a -LMC
Start Date July 1, 2014	Expected Completion Date June 30, 2015
Performance Indicators #of homeless or at risk households receiving services	Annual Units 15-20
Local ID 2013-2	Units Upon Completion

Funding Sources:

CDBG \$18,000
 ESG
 HOME
 HOPWA
 Total Formula
 Assisted Housing
 PHA
 Other Funding -
 City of Ashland
 RD Loans
 Total

The primary purpose of the project is to help: the Homeless Persons with HIV/AIDS Persons with Disabilities Public Housing Needs

**Table 3C
Consolidated Plan Listing of Projects**

Jurisdiction's Name: City of Ashland

Priority Need:
Homeless Prevention-Emergency Services

Project Title:
Maslow Project-School Based Services for Ashland Homeless Youth

Description:
Outreach and Case management and resources to homeless youth in Ashland School District

Objective category: X Suitable Living Environment Economic Opportunity
Outcome category: X Availability/Accessibility Sustainability

Location/Target Area:
City Wide

Objective Number DH-3.3	Project ID IDIS ID 2014-3
HUD Matrix Code 14A	CDBG Citation 570.201 (e)
Type of Recipient LMC	CDBG National Objective 570.208(a) -LMC
Start Date July 1, 2014	Expected Completion Date June 30, 2015
Performance Indicators #of homeless or at risk households receiving services	Annual Units 35-99
Local ID 2014-3	Units Upon Completion

Funding Sources:

CDBG \$7,500
 ESG
 HOME
 HOPWA
 Total Formula
 Assisted Housing
 PHA
 Other Funding - SHOP
 City of Ashland (SDC)
 RD Loans
 Total

The primary purpose of the project is to help: the Homeless Persons with HIV/AIDS Persons with Disabilities Public Housing Needs

**Table 3C
Consolidated Plan Listing of Projects**

Jurisdiction's Name: City of Ashland

Priority Need

Homeless Prevention-Emergency Services

Project Title:

Habitat for Humanity Rogue Valley

Description:

Home repair program for qualified low-income homeowners

Objective category: Suitable Living Environment Economic Opportunity

Outcome category: Availability/Accessibility Sustainability

Location/Target Area:

City Wide

Objective Number DH-1.1	Project ID IDIS ID 2014-4
HUD Matrix Code 01	CDBG Citation 570.202(b)(2)
Type of Recipient LMC	CDBG National Objective 570.208a -LMC
Start Date July 1, 2014	Expected Completion Date June 30, 2015
Performance Indicators #of housing units receiving repairs.	Annual Units 12
Local ID 2014-4	Units Upon Completion 12

Funding Sources:

CDBG \$41,300
 ESG
 HOME
 HOPWA
 Total Formula
 Assisted Housing
 PHA
 Other Funding - SHOP
 City of Ashland (SDC)
 RD Loans
 Total

The primary purpose of the project is to help: the Homeless Persons with HIV/AIDS Persons with Disabilities Public Housing Needs

ONE-YEAR ACTION PLAN EXPENDITURES

Description of Activities

Direct Grant Assistance to Capital Improvement Projects: \$ 41,300

Public Service : \$ 25,500

Program Administration: \$ 34,000

Delivery of technical assistance, maintenance of program compliance, preparing and submitting reports to HUD regarding program activities, management and monitoring of grant financial and sub-recipient activities, compliance with federal and local public participation plans, planning and delivery of fair housing activities, and fostering relationships with area non-profit organizations, affordable housing developers, and social service agencies.

TOTAL PROGRAM EXPENDITURES \$ **100,800**

Unallocated Funds \$ 69,278

Total 2014 Grant funds Available \$ **170,078**