



Fifth Program Year 2014 Action Plan

The CPMP 2014 Annual Action Plan includes the [SF 424](#) and Narrative Responses to Action Plan questions that CDBG, HOME, HOPWA, and ESG grantees must respond to each year in order to be compliant with the Consolidated Planning Regulations. As of May 2006, the Executive Summary narratives are required.

Narrative Responses

GENERAL

GRANTEE: Dane County

CON PLAN PERIOD: 1/1/2014 to 12/31/2014

Executive Summary

1. The Executive Summary is required. Include the objectives and outcomes identified in the plan and an evaluation of past performance.

Program Year 2014 Action Plan Executive Summary:

Introduction

Dane County presents the following One-Year Action Plan for the expenditure of Community Development Block Grant (CDBG) and HOME Investment Partnerships (HOME) funds expected to be received from the Department of Housing and Urban Development (HUD) for the period of January 1, 2014 through December 31, 2014.

The primary objective of the Community Development Block Grant Program as stated in Title I of the Housing and Community Development Act of 1974, as amended, is the development of viable urban communities. This is achieved by:

- Providing decent housing,
- Providing a suitable living environment, and
- Expanding economic opportunities.

Examples of potentially eligible activities include: land/property acquisition, rehabilitation of residential and non-residential property, construction of non-governmental public facilities, infrastructure improvements, public services, and economic development activities.

Each activity funded by CDBG must meet one of three national objectives:

- Benefit to low and moderate-income persons,
- Aid in the prevention or elimination of slums or blight; and
- Meet a particularly urgent community development need.

No less than 70% of funds are to be spent on activities that benefit low and moderate-income (LMI) persons. Spending on public service activities is limited to 15% of the program year's allocation plus 15% of the preceding year's program income.

Four categories can be used to meet the LMI national objective:

1. Area benefit activities (LMA)
2. Limited clientele activities (LMC)
3. Housing activities (LMH) or
4. Job creation or retention activities (LMJ)

Area Benefit Activities (LMA)

Activities that benefit all residents of a particular area, where at least 51 percent of the residents are LMI persons. HUD uses a special run of the Census tract block group data to identify these areas. HUD permits an exception to the LMI benefit area for certain entitlement communities. Dane County is allowed to qualify activities based on the “exception criteria” or “upper quartile”. Currently, activities that benefit areas where at least 42.8% of the residents are LMI qualify as an area benefit. Communities may also undertake surveys in areas using HUD approved survey instruments and methodology to determine the percentage of LMI in a service area.

Limited Clientele Activities (LMC)

Under this category 51% of the beneficiaries of the activity have to be LMI persons. Activities must meet one of the following tests:

- Benefit a clientele that is generally presumed to be LMI. This presumption covers abused children, battered spouses, elderly persons, severely disabled adults, homeless persons, illiterate adults, persons living with AIDS, and migrant farm workers; or
- Require documentation on family size or income in order to show that at least 51% of the clientele are LMI; or
- Have income eligibility requirements limiting the activity to LMI persons only; or
- Be of such a nature and in such a location that it can be concluded that clients are primarily LMI.

Housing Activities (LMH)

These are activities that are undertaken for the purpose of providing or improving permanent residential structures which, upon completion, will be occupied by LMI households. Structures with one unit must be occupied by a LMI household. If the structure contains two units, at least one unit must be LMI occupied. Structures with three or more units must have at least 51% occupied by LMI households.

Job Creation or Retention Activities (LMJ)

These are activities designed to create or retain permanent jobs, at least 51% of which (computed on a full-time equivalent basis) will be made available to or held by LMI persons.

The HOME Program was created by the National Affordable Housing Act of 1990. The intent of the program is to expand the supply of decent, safe, sanitary, and affordable housing, with primary attention to rental housing, for very low-income and low-income families. HOME funds may be used for:

- Homeowner Rehabilitation – to assist existing owner-occupants with the repair, rehabilitation, or reconstruction of their homes.
- Homebuyer Activities – to finance the acquisition and/or rehabilitation or new construction of homes for homebuyers.
- Rental Housing – affordable rental housing may be acquired and/or rehabilitated, or constructed.

Dane County

- Tenant-Based Rental Assistance – financial assistance for rent, security deposits, and, under certain conditions, utility deposits may be provided to tenants.

There is a 25 percent matching obligation for HOME funds.

Resources

Dane County expects to receive a total of \$1,375,526 in new Community Development Block Grant (CDBG) and HOME Investment Partnerships Program (HOME) entitlement grant funding to carry out its planned activities as outlined in the 2014 Action Plan.

Grant	2014 Projected Allocation
CDBG	\$978,767
HOME	\$378,759
Total	\$1,375,526

Program income from prior years that has offset entitlement funds will also be used. This does not include funding from other sources, such as CDBG-EAP funds received through the Wisconsin Department of Administration or Housing that will be used.

Significant Aspects by Which the Plan was Developed

The 2014 Action Plan is the fourth annual plan developed as part of the 2010-2014 Consolidated Plan. The process for developing the Consolidated Plan began in August, 2008 with the first of three public hearings held around the County in conjunction with regular evening meetings of the CDBG Commission to gather input on housing and community development needs. The meetings and locations included:

August 28, 2008	Middleton Senior Center
September 25, 2008	Sun Prairie City Hall
October 23, 2008	Fitchburg Senior Center

In addition to a display ad in the *Wisconsin State Journal* providing notice of the public hearings, letters were sent from the County Executive to the chief elected official in each municipality. The Chair of the CDBG Commission also sent a letter inviting County Board Supervisors to attend the hearings and to provide input orally or in writing.

From August 2008 through February 2009 meetings were held by staff, who were accompanied from time to time by CDBG Commission members, with a number of the participating municipalities of the Urban County Consortium.

Participating Municipalities included:

Albion, Town of	Medina, Town of
Belleville, Village of	Middleton, Town of
Black Earth, Village of	Mount Horeb, Village of
Blooming Grove, Town of	Oregon, Town of
Cambridge, Village of	Oregon, Village of
Christiana, Town of	Perry, Town of
Cottage Grove, Town of	Primrose, Town of
Cross Plains, Town of	Shorewood Hills, Village of
Cross Plains, Village of	Springfield, Town of
Dane, Town of	Stoughton, City of
Deerfield, Village of	Sun Prairie, City of
De Forest, Village of	Verona, City of
Dunn, Town of	Westport, Town of
Fitchburg, City of	York, Town of

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Madison, Town of
Marshall, Village of
McFarland, Village of

Follow-up letters were sent out January 30, 2009 to communities that had not yet responded along with copies of the questions that were posed to elicit feedback. The Village of Waunakee responded via the survey.

Another significant component of the development of the Consolidated Plan was the use of a survey mailed out the first week in February 2009 to 1,500 randomly selected Dane County residents living outside the City of Madison who voted in the November 4, 2008 general Presidential Election. The sampling included a component to pull persons to be surveyed based on the percent of the low-and-moderate income population in the community. The response rate was slightly over 30%.

Development of the 2014 Action Plan included a public hearing held February 28, 2013 by the CDBG Commission at the Town of Middleton Town Hall. This public hearing included a review of eligible CDBG and HOME activities, potential funds, a review of the needs identified to date, a review of activities identified in the Consolidated Plan, and potential priorities for 2014. Opportunity was provided for identification of emerging housing and other community development needs and opportunities, as well as, for input regarding proposed priorities for 2014. At the publicly noticed March 28, 2013 CDBG Commission meeting, a list of potential projects was shared, discussed, and action was then taken on identifying the requests for proposals (RFPs) that would be issued for potential funding in 2014. Applications for 2014 CDBG and HOME funds were solicited beginning April 1, 2013 and due May 23, 2013. The Application Review Team, a subcommittee of the CDBG Commission, met July 13, 2013 and July 20, 2013 to hear presentations by the applicants for housing and public assistance dollars and to make initial recommendations to the full CDBG Commission. The CDBG Commission made its preliminary recommendations at its July 25, 2013 meeting and its final recommendations following a public hearing on the Plan August 22, 2013. These recommendations were incorporated into RES. _____, 2013-2014 which was reviewed and approved by the Health and Human Needs Committee (_____), Personnel and Finance (_____), and the County Board (_____). All meetings were publicly noticed.

CONSULTATION PROCESS

Consultation with other public/private entities that provide housing, health services, and social services was made to gather data and needs information in the development of the Consolidated Plan. This included consultation with the following groups:

Fair Housing Services

Fair Housing Center of Greater Madison
Dane County Office of Equal Opportunity

Lead-Based Paint

Board of Health for City of Madison and Dane County
Wisconsin Department of Health Services

Planning Agencies

Dane County Department of Planning and Development
Dane County Emergency Management

Public Housing Agencies

Dane County Housing Authority
DeForest Housing Authority
Broihahn Management and Consulting, LLC – management company for the Stoughton Housing Authority

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Social Service Organizations

Dane County Department of Human Services – Joining Forces for Families

Organizations Serving Seniors

Dane County Department of Human Services
Independent Living, Inc.

Organizations Serving Children

Dane County Department of Human Services

Agencies Serving Persons with Disabilities

Dane County Department of Human Services
Dane County Long Term Support Committee
Independent Living, Inc.
Movin' Out, Inc.

Organizations Serving Persons with HIV/AIDS and their Families

AIDS Network
Wisconsin Department of Health Services – AIDS/HIV Program

Organizations Serving the Homeless

Homeless Services Consortium
United Way of Dane County

Draft and final versions of the 2014 Annual Plan were made available to the municipalities that are participating in the Dane County Urban County Consortium.

Citizen Participation

Public Notice

A summary of the 2014 Action Plan and notice of public hearing was published in a nonlegal section of the *Wisconsin State Journal* on August __, 2013. A press release of this information appeared on the County web site.

Availability to the Public

The draft version of the 2014 Action Plan were posted on the County web site beginning on July __, 2013 through _____ when action was taken by the County Board of Supervisors. Information on these documents and links to them were sent to applicants for 2014 funding the week of July 29, 2013 to the 56 participating municipalities of the Dane County Urban County Consortium and to the County Board of Supervisors. Comments on the Plans could be submitted orally at the public hearing or via e-mail to cdbg@countyofdane.com.

Public Hearing

In addition to the public hearing held to gather input into the development of the 2014 Action Plan, a public hearing was held beginning at 5:30 p.m. on August 22, 2013 at the City of Fitchburg Community Center by the CDBG Commission. The Community Center is accessible for persons with disabilities. This hearing provided information to attendees regarding housing and community development needs, the amount of entitlement funding the County expects to receive, the range of activities that may be undertaken, proposed projects and activities, and provided an opportunity for review and comment on the 2014 Action Plan.

Summary of Comments or Views

Comment:

Response:

Additional comments received may be found in the Commission meeting minutes at: *under construction*.

Planned Activities for Plan Year 5/Program Year 2014

A complete listing of proposed activities along with the funding priority, objective, and outcome may be found in Table 1.

2014 will see the continuation of multi-year activities that were initiated in prior years, including:

- Revolving loan fund
- Housing rehabilitation
- Mortgage reduction assistance
- Rental construction
- CDBG-EAP programs.

Funding Conditions

2014 funding contracts for Independent Living, Movin' Out, and Project Home will not be released until either all funds remaining from 2012 or earlier contracts are expended or the current contract expires, at which time the remaining balance unexpended will be reallocated by the CDBG Commission with the approval of the appropriate oversight bodies.

Decrease in Funding

The CDBG Commission recommends that if there are not sufficient funds available for the programs recommended for CDBG or HOME funding, that:

- Decreases will be made to comply with the federal caps on administration, CHDO, and public services funds.
- Public services funds will receive an equal percentage reduction across the board, excluding the YWCA Madison which will be held harmless.
- Funds available for reallocation, such as dollars unexpended from prior year contracts, will be used to offset the cuts;
- Unallocated CDBG funds will be used first, where appropriate, to offset cuts;
- Unallocated HOME funds will be used second, where appropriate, to offset cuts;
- In the event of cuts to the HOME funds, the funds earmarked for yet-to-be identified rental construction/rental rehab activities will be used to offset cuts to other HOME eligible projects, such as major home rehab and mortgage reduction.

Objectives and Outcomes

The HUD Outcome Performance Measurement System offers three possible objectives for each activity. As noted in the CPD Performance Measurement Guidebook, these are based on the broad statutory purposes of the programs and include:

- Creating Suitable Living Environments – relates to activities that are designed to benefit communities, families, or individuals by addressing issues in their living environment. This objective relates to activities that are intended to address a wide range of issues faced by low-and-moderate income persons, from physical problems with their environment, such as poor quality infrastructure, to social issues such as crime prevention, literacy, or health services.
 - Providing Decent Housing – This objective focuses on housing activities whose purpose is to meet individual family or community housing needs.
 - Creating Economic Opportunities – applies to activities related to economic development, commercial revitalization, or job creation.
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The system outcome is closely aligned with the objective and helps to further refine the expected result of the objective that is sought. HUD narrowed this to three outcomes including:

- Availability/Accessibility – applies to activities that make services, infrastructure, public services, public facilities, housing, or shelter available or accessible to low and moderate-income people, including persons with disabilities.
- Affordability – applies to activities that provide affordability in a variety of ways to low-and-moderate income people. Affordability is an appropriate objective whenever an activity is lowering the cost, improving the quality, or increasing the affordability of a product or service to benefit a low-income household.
- Sustainability – applies to activities that are aimed at improving communities or neighborhoods, helping to make them livable or viable by providing benefit to persons of low-and-moderate-income or by removing or eliminating slums or blighted areas, through multiple activities or services that sustain communities or neighborhoods.

The objectives and outcomes for each proposed activity in 2014 may be found in Table 1.

Table 1: Proposed Use of Funds with Objectives and Outcomes

<p>Project: Housing Rehabilitation Project ID: 2014-02 Priority Need Category: Owner Occupied Housing</p>								
<p><i>Priority 1:</i> Provide energy efficiency improvements as a means to promote continuing affordability of housing. <i>Priority 2:</i> Promote the rehabilitation of existing owner-occupied housing as a means to maintain affordable housing. <i>Priority 3:</i> Provide accessibility improvements as a means to help low-and-moderate income households with disabilities maintain existing housing.</p>								
Activity/ HUD Matrix Code	Description	Location	National Objective	HUD Objective	HUD Outcome	Funding Source	Amount	2014 Goal
Home Modification (14A)	Provide needed minor home repairs and home safety and accessibility modifications for low-income elderly and disabled residents.	Urban County Consortium Communities	LMC	Decent Housing DH 2.1	Affordability	CDBG	\$40,000 plus balance of prior year funds	18 units
Subrecipient: Independent Living, Inc.								
Major Home Repair and Rehabilitation Loan Program (14A)	Provide a major home rehabilitation loan program for low and moderate income homeowners.	Urban County Consortium Communities City of Stoughton – RDA 1 Village of Cambridge	LMH	Decent Housing DH 2.1	Affordability	CDBG	\$150,000 plus balance of prior year funds	6-8 units
Subrecipient: Project Home, Inc.								
Minor Home Repair Grant Program (14A)	Provide necessary minor home repairs for low and moderate income homeowners.	Urban County Consortium Communities	LMH	Decent Housing DH 2.1	Affordability	CDBG	\$100,000 plus balance of prior year funds	18 units
Subrecipient: Project Home, Inc.								
Total						CDBG	\$290,000	

Project: Home Ownership

Project ID: 2014--03

Priority Need Category: Owner Occupied Housing

Priority 4: Promote homeownership through the provision of loans for down payment and closing cost assistance.

Priority 5: Promote the development of owner-occupied affordable single-family housing units.

Activity/ HUD Matrix Code	Description	Location	National Objective	HUD Objective	HUD Outcome	Funding Source	Amount	2014 Goal
Mortgage Reduction Assistance (13)	Provide mortgage reduction assistance via loans to income eligible first-time homebuyers.	Urban County Consortium Communities City of Sun Prairie and City of Fitchburg	LMH	Decent Housing DH 2.2	Affordability	CDBG	\$86,465 Plus balance of prior year funds	8 households
Subrecipient: Habitat for Humanity of Dane County								
Mortgage Reduction Assistance (13)	Provide mortgage reduction assistance via loans to low-income households that have at least one member with a severe and permanent disability.	Urban County Consortium Communities	LMH	Decent Housing DH 2.2.	Affordability	CDBG	\$210,000 plus balance of prior year funds	12 households
Subrecipient: Movin' Out, Inc.								

Project: Home Ownership

Project ID: 2014--03

Priority Need Category: Owner Occupied Housing

Priority 4: Promote homeownership through the provision of loans for down payment and closing cost assistance.

Priority 5: Promote the development of owner-occupied affordable single-family housing units.

Activity/ HUD Matrix Code	Description	Location	National Objective	HUD Objective	HUD Outcome	Funding Source	Amount	2014 Goal
Mortgage Reduction Assistance/New Home Construction with option for Lease/Purchase (13)	Develop well-built, energy efficient housing affordable for low-and moderate income buyers within the City of Sun Prairie. A portion of the HOME funds will be passed through to the buyers in the form of a second mortgage in order to make the purchase affordable to low-and-moderate income first-time buyers. If an eligible buyer is not identified prior to six months after unit completion, the units will be offered for sale through a lease-purchase program.	City of Sun Prairie – Uplands Subdivision	LMH	Decent Housing DH 1.1	Availability/ Accessibility	HOME (2011 funds)	Balance of prior year funds	units
Subrecipient: Operation Fresh Start, Inc., in partnership with The Wisconsin Partnership for Housing Development, Inc.. (continuing)								
Total						CDBG	\$296,465	

Project: Rental Housing

Project ID: 2014-04

Priority Need Category: Rental Housing

Priority 9: Provide the rehabilitation of affordable renter-occupied housing units.

Priority 12: Provide affordable rental housing units.

Activity/ HUD Matrix Code	Description	Location	National Objective	HUD Objective	HUD Outcome	Funding Source	Amount	2014 Goal
Madison and Main	Provide gap financing toward the construction of 59 units of housing, 10 of which will be HOME assisted and restricted to households with incomes at or below 60% of the County median income. This is a mixed use, mixed income development.	Village of Waunakee - current address is 301 E Main ST.	LMH	Decent Housing DH 1.2	Availability/ Accessibility	HOME	Balance of prior year funds	10 units
Subrecipient: Movin' Out, Inc.								
Rental Construction or Rental Rehab	Provide construction of new affordable rental housing or the rehabilitation of existing rental housing.	Urban County Consortium Communities	LMH	Decent Housing	Availability/ Accessibility	HOME	Up to \$340,883	TBD
To be determined. The application period for new rental construction and rental rehab will be extended.								
Total						HOME	\$340,883	

Project: Economic Development

Project ID: 2014--10

Priority Need Category: Economic Development

Priority 7: Provide loans for micro-businesses to start-up or grow.

Priority 11: Provide technical assistance for persons wanting to start a business.

Activity/ HUD Matrix Code	Description	Location	National Objective	HUD Objective	HUD Outcome	Funding Source	Amount	2014 Goal
Commercial Revitalization Revolving Loan Fund (CRLF) (18A)	Provide gap financing for businesses and real estate development projects that help revitalize downtown and commercial districts and promote the creation and/or retention of employment opportunities for low-and-moderate income County residents.	Urban County Consortium Communities	LMJ	Creating economic opportunities	Affordability	CDBG – Repaid principal and interest	TBD	____ businesses
Administered by: Dane County Office of Economic and Workforce Development								
Village of Brooklyn Business Park (17B)	Provide financing for infrastructure toward the development of a business park.	Village of Brooklyn	LMJ	Creating economic opportunities	Availability/ Accessibility	CDBG	Balance of prior year funds	____ jobs
Subrecipient: Village of Brooklyn								
Wisconsin Women's Business Initiative Corporation (WWBIC) (18C)	Support one-on-one individualized counseling and technical assistance to support microenterprise business owners.	Urban County Consortium Communities	LMCMC	Creating economic opportunities	Availability/ Accessibility	CDBG	Balance of prior year funds	____ businesses
Total (2014 funding only)						CDBG	No new dollars	

Project: Public Facilities								
Project ID: 2014-								
Priority Need Category: Public Facilities; Infrastructure								
<i>Priority 10:</i> Improve accessibility to public buildings for persons with disabilities.								
<i>Priority 12:</i> Provide assistance to provide infrastructure improvements.								
<i>Priority 14:</i> Provide assistance to construct or rehabilitate senior centers, youth centers, and other public facilities.								
Activity/ HUD Matrix Code	Description	Location	National Objective	HUD Objective	HUD Outcome	Funding Source	Amount	2014 Goal
Handicapped Accessibility (03)	Improve handicapped accessibility to public buildings for persons with disabilities.	300 Femrite DR; Monona	LMC	Suitable Living Environment	Availability	CDBG	Balance of prior year funds	1 facility serving ____ people
Potential Subrecipient: Tellurian U.C.A.N., Inc.								
Domestic Violence Shelter (03)	Provide assistance for the development of a new 35,175 sq. ft. facility that will be a mix of residential, program, and office space. The new facility will reuse 19,030 sq. ft. of the existing Sear's facility and a new 16,145 sq. ft. two-story addition. This will include seven 8-bed suites, each divided into four bedrooms with two bathrooms for a total of 56 beds.	2102 Fordem AVE; Town of Madison	LMC	Suitable Living Environment	Availability	CDBG (2011 and 2012)	Balance of prior year funds	____ people Beneficiary data will be collected beginning with the opening of the new facility.
Subrecipient: Domestic Abuse Intervention Services, Inc.								
Total						CDBG	No new dollars	

Project: Public Services

Project ID: 2014-

Priority Need Category: Public Services

Provide needed public services to low-and-moderate-income persons.

Activity/ HUD Matrix Code	Description	Location	National Objective	HUD Objective	HUD Outcome	Funding Source	Amount	2014 Goal
Case Management (05)	Provide prevention and early intervention social services to low-income families in two service areas to assist families to meet their basic needs and to maintain stability in their households.	Affected communities: 1) Stoughton, Cambridge, Deerfield and surrounding townships and 2) Belleville, McFarland, Monona, and Oregon and surrounding townships	LMC	Suitable Living Environment	Sustainability	CDBG	\$73,035	328 people
Potential Subrecipient: Dane County Department of Human Services – Joining Forces for Families								
Homelessness Prevention (05)	To support homeless prevention services in Dane County, outside the City of Madison through housing consultation, long-term housing case management, and information and referral.	Urban County Consortium Communities	LMC	Suitable Living Environment	Sustainability	CDBG	\$25,000	25 people
Potential Subrecipient: Community Action Coalition for South Central Wisconsin								

Project: Public Services								
Project ID: 2014-								
Priority Need Category: Public Services								
Provide needed public services to low-and-moderate-income persons.								
Activity/ HUD Matrix Code	Description	Location	National Objective	HUD Objective	HUD Outcome	Funding Source	Amount	2014 Goal
Assistive Equipment (05)	Funding would be used for low-income seniors and adults with physical disabilities, who lack other resources for safety assessments and/or the purchase and installation of assistive equipment.	Urban County Consortium Communities	LMC	Suitable Living Environment	Sustainability	CDBG	\$7,000	21 people
Potential Subrecipient: Community Action Coalition for South Central Wisconsin								
Transportation (05E)	Provide funding for projects that help to meet the transportation needs of low-and-moderate income persons living outside the City of Madison.	Urban County Consortium Communities	LMC	Suitable Living Environment	Availability/ Accessibility	CDBG	\$9,780	90 people
Potential Subrecipients: North/Eastside Senior Coalition and Stoughton United Ministries								
Employment Training – Construct-U (05H)	Provide funding for the expansion of Construct-U outside the City of Madison. This is an employment and training program intended to improve job opportunities for individuals traditionally underrepresented in the workforce by preparing them for permanent employment with a living wage.	Urban County Consortium Communities	LMC	Creating Economic Opportunities	Availability/ Accessibility	CDBG	\$32,000	10 people
Potential Subrecipient: YWCA Madison								
Total						CDBG	\$146,815 or up to 15% of the 2014 allocation.	

Project: Urgent Needs Project ID: 2013- Priority Need Category: Other								
Disaster assistance.								
Activity/ HUD Matrix Code	Description	Location	National Objective	HUD Objective	HUD Outcome	Funding Source	Amount	2014 Goal
Disaster Assistance	Set aside dollars to be used to address urgent needs arising from a natural disaster, such as floods or tornados plus provide needed matching funds to access other forms of disaster assistance funding.	Urban County Consortium Communities	Urgent Needs	Suitable Living Environment	Sustainability	CDBG	\$48,938 plus balance of prior year funds	___ people

Project: Administration Project ID: 2014-01 Priority Need Category: Planning/Administration								
Provide funding for program planning and administration.								
Activity/ HUD Matrix Code	Description	Location	National Objective	HUD Objective	HUD Outcome	Funding Source	Amount	2014 Goal
Program Administration (21A and 19A)	Provide program administration and support services.	Not applicable	NA	NA	NA	CDBG HOME	\$195,753 \$37,876	NA
Subrecipient: Dane County - Office of Economic and Workforce Development								
Fair Housing (21D)	Fair housing services.	Urban County Consortium Communities	NA	NA	NA	CDBG	\$10,000	___ people
Potential Subrecipient: Metropolitan Milwaukee Fair Housing Council – Fair Housing Center of Greater Madison								
Total						CDBG	Up to 20% of the 2014 allocation.	
						HOME	Up to 10% of the 2014 allocation.	

Evaluation of Past Performance

Dane County strives to continually improve the performance of its operations and those of its funded subrecipient agencies. A more detailed summary of the County’s evaluation of past performance may be found in the 2012 Consolidated Annual Performance and Evaluation Report (CAPER) available on the County web site at: http://www.danecountyhumanservices.org/cdbg_reports.htm .

Geographic Distribution/Allocation Priorities:

2. Describe the geographic areas of the jurisdiction (including areas of low income families and/or racial/minority concentration) in which assistance will be directed during the next year.

2014 Action Plan Geographic Distribution/Allocation Response:

GEOGRAPHIC AREAS OF THE JURISDICTION

Dane County is located in the rolling hills of south central Wisconsin. The County contains 61 local units of government: 8 cities, 19 villages, and 34 unincorporated towns; 3 villages and a city are partially in the county.

Dane County Urban County Consortium

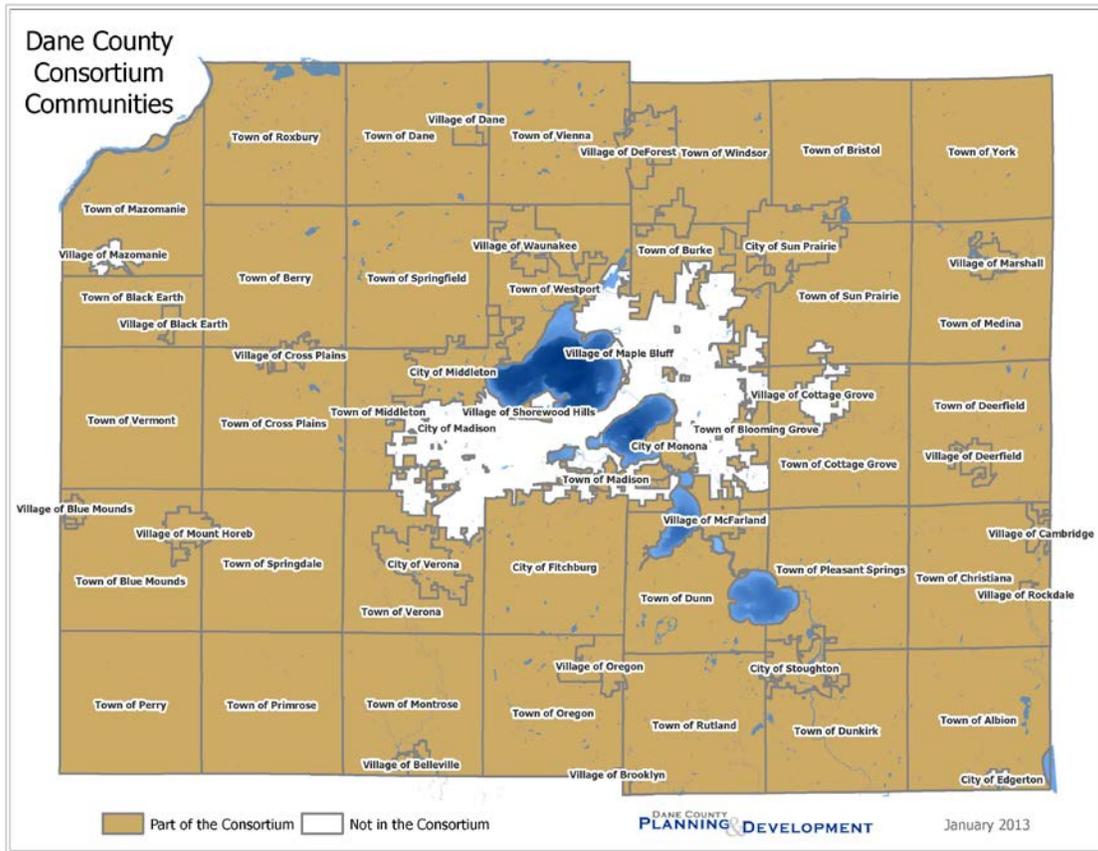
Communities participating in the Urban County partnership in Dane County include about 245,610 people or slightly over 96% of the population outside the City of Madison based on data from the U.S. Census Bureau 2010 and compiled by the UW-Madison Applied Population Lab. This includes an estimated 97 percent of the low-and-moderate income population (based on 2000 Census data), outside the City of Madison.

Funds are allocated to agencies/programs serving eligible low-and-moderate income households in the 56 participating municipalities in the Dane County Consortium. These municipalities, shown in Map 1, include:

Town of Albion	Town of Medina
Village of Belleville	City of Middleton
Town of Berry	Town of Middleton
Town of Black Earth	City of Monona
Village of Black Earth	Town of Montrose
Town of Blooming Grove	Village of Mount Horeb
Village of Blue Mounds	Town of Oregon
Town of Blue Mounds	Village of Oregon
Town of Bristol	Town of Perry
Village of Brooklyn	Town of Pleasant Springs
Town of Burke	Town of Primrose
Village of Cambridge	Village of Rockdale
Town of Christiana	Town of Roxbury
Town of Cottage Grove	Town of Rutland
Town of Cross Plains	Village of Shorewood Hills
Village of Cross Plains	Town of Springdale
Town of Dane	Town of Springfield
Village of Dane	City of Stoughton

Town of Deerfield	City of Sun Prairie
Village of Deerfield	Town of Sun Prairie
Village of De Forest	Town of Vermont
Town of Dunkirk	City of Verona
Town of Dunn	Town of Verona
City of Fitchburg	Village of Waunakee
Town of Madison	Town of Vienna
Village of Marshall	Town of Westport
Town of Mazomanie	Town of Windsor
Village of Mc Farland	Town of York

Map 1: Dane County Urban County Consortium



Population

The population of the Dane County Urban County Consortium grew 16% between the 2000 and 2010 Census compared to 14.4% growth in the County overall. Slightly over half of the County’s 488,073 residents reside in the Urban County Consortium.

The population in the Urban County Consortium is becoming more diverse as seen in Table 2. Persons of color in 2010 comprised 10% of the overall population compared to 6.4% in 2000. The number of persons who are Hispanic or Latino nearly doubled in the last decade to 5.2% of the total population. The population is also aging with 11% of the residents age 65 and over.

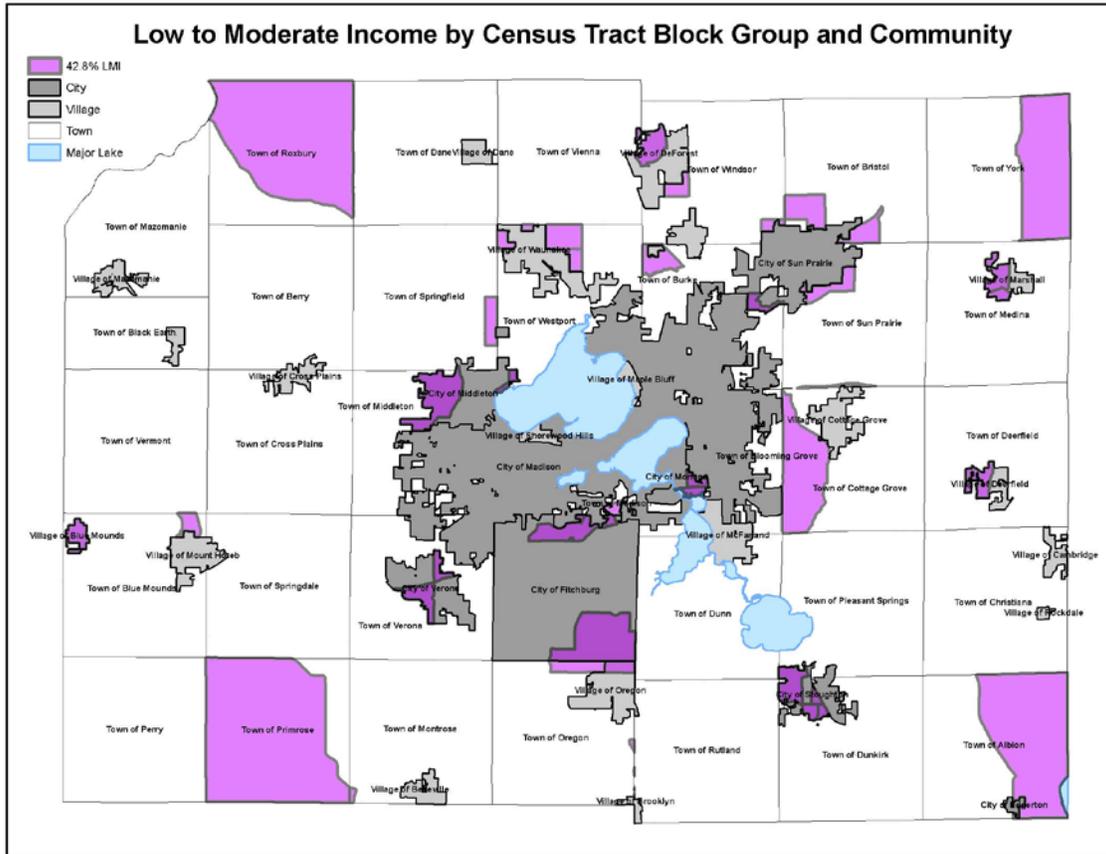
Table 2: Selected Demographics of Dane County Urban County Consortium Population

	2000 Census	2010 Census
Population		
Total Population	210,771	245,610
Gender		
Male (%)	49.8%	49.7%
Female (%)	50.2%	50.3%
Race		
White (%)	93.6%	90.0%
Black or African-American (%)	2.3%	3.3%
American Indian and Alaska Native (%)	0.3%	0.3%
Asian (%)	1.2%	2.3%
Native Hawaiian and Other Pacific Islander (%)	0.0%	0.0%
Some other race (%)	1.2%	2.1%
Two or more races (%)	1.2%	1.9%
Hispanic or Latino of any Race (%)	2.7%	5.2%
Age		
Under 5	6.8%	6.5%
65 years and older	9.5%	11.0%
Disability Status		
Population age 5 years and over with a disability (%)	11.3%	6.6%*
Source: U.S. Census Bureau, Census 2000 and 2010; disability data for 2010 is from American Community Survey, 1 Yr Estimate		
* No explanation from the Census data is available regarding this decrease.		

Low-Income Persons

As illustrated in Map 2, low-and-moderate income persons in 2000 were found in the corners of the County and clustered around the larger municipalities. The cities of Fitchburg, Middleton, Monona, Stoughton, and Sun Prairie have pockets of low-income residents. This is true for the Villages of Cottage Grove, DeForest, and Marshall. Among the towns, pockets of LMI residents may be found in Albion, Blue Mounds, Bristol, Burke, Roxbury, Springfield, Windsor, and York.

Map 3: Dane County Census Block Groups with 42.8% and Higher LMI Population



Using the 42.8% percentile, the map now includes portions of the Town of Cottage Grove, Town of Primrose, Village of Blue Mounds, and Village of Deerfield.

School district data provides another perspective on the areas with higher concentrations of presumably low-and-moderate income families.

Table 3: Percent of Students Eligible for Free and Reduced Lunches by School District

District	Academic Year			
	2000-2001	2010-2011	2011-2012	2012-2013
Belleville	6.7	20.4	20.8	22.1
Cambridge	8.0	21.5	25.7	25.0
Deerfield	13.0	19.7	19.0	20.5
De Forest	5.3	23.2	23.3	21.9
Marshall	20.1	34.6	35.2	38.2
McFarland	4.6	16.1	17.6	15.4
Middleton/Cross Plains	11.0	17.8	15.8	16.3
Monona Grove	9.1	17.6	18.6	19.9
Mount Horeb Area	7.6	13.3	16.5	14.7
Oregon	9.7	15.7	17.5	18.5
Stoughton Area	13.2	20.9	21.8	26.3
Sun Prairie	18.5	26.9	27.9	28.6

Table 3: Percent of Students Eligible for Free and Reduced Lunches by School District

District	Academic Year			
	2000-2001	2010-2011	2011-2012	2012-2013
Verona	15.1	28.3	26.9	25.0
Waunakee	4.2	8.1	8.8	10.1
Wisconsin Heights	12.6	22.6	25.4	25.4

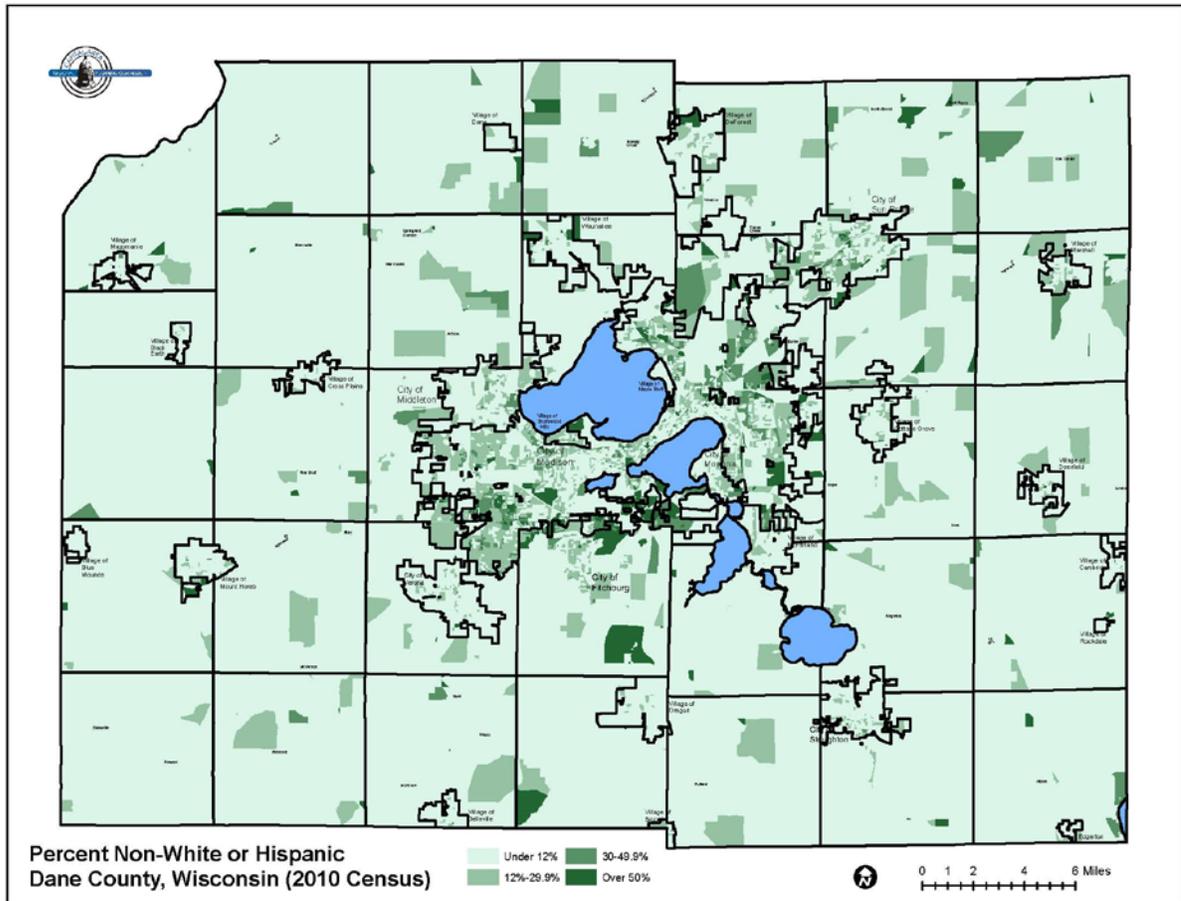
Source: WI Department of Public Instruction Wisconsin Network for Successful Schools (WINSS) web site at: <http://data.dpi.state.wi.us/data>

Between the 2000-2001 and 2010-2011 academic years, every school district in Dane County had higher proportions of their students qualifying for free and reduced lunches. Nine of the fifteen districts in 2012-2013 also saw increases in the percentages of students who were eligible for the free and reduced lunches from the prior academic year. The Marshall school district in 2012-2013 had 38.2% of its students eligible for free and reduced lunches. School districts serving the communities of Belleville, Cambridge, Deerfield, DeForest, Marshall, Stoughton, Sun Prairie, Verona, and Wisconsin Heights have over 20% of the enrolled youth during the 2012-2013 academic year qualifying for free and reduced school lunches.

Racial/Minority Concentration

Based on the 2010 U.S. Census Bureau data, outside the City of Madison, persons with non-white racial and ethnic heritages are somewhat concentrated in the Town of Madison along the Beltline Highway 12/14/18/151 border with the City of Madison. Concentrations of 50% or more may also be found in portions of the cities of Fitchburg and Sun Prairie; towns of Albion, Bristol, Burke, Oregon, Vienna, York; and Village of DeForest. This is illustrated in Map 4.

Map 4: Percent Non-White or Hispanic



The increasing diversity in Dane County is further illustrated in the school district data where the percent of students who are non-white is increasing across nearly every district each school year as seen in Table 4.

Table 4: Percent of Non-White Students by School District and Academic Year

District	Academic Year				
	2008-2009	2009-2010	2010-2011	2011-2012	2012-2013
Belleville	4.6	6.9	6.6	7.8	8.3
Cambridge	2.0	3.6	5.1	5.9	6.1
Deerfield	7.7	7.4	8.5	8.5	9.7
De Forest	11.4	12.6	14.6	15.5	15.7
Marshall	16.3	18.6	19.5	22.1	23.5

Table 4: Percent of Non-White Students by School District and Academic Year

District	Academic Year				
	2008-2009	2009-2010	2010-2011	2011-2012	2012-2013
McFarland	11.0	12.2	13.5	13.5	17.1
Middleton/Cross Plains	15.8	16.9	19.8	21.5	22.4
Monona Grove	13.0	13.7	14.9	16.0	15.3
Mount Horeb Area	4.5	4.9	6.7	7.4	7.2
Oregon	7.3	8.0	8.9	9.8	9.7
Stoughton Area	7.5	7.8	9.5	10.6	11.6
Sun Prairie	23.6	24.2	28.4	29.4	30.5
Verona	26.6	27.7	29.9	30.0	30.8
Waunakee	5.4	5.6	6.3	6.6	7.5
Wisconsin Heights	7.8	8.8	10.1	9.8	10.1

Source: WI Department of Public Instruction Wisconsin Network for Successful Schools (WINSS) web site at: <http://data.dpi.state.wi.us/data>

Disability Status

Based on 2000 Census data, 24,648 persons who live in Dane County, outside the City of Madison are considered to live with a disability. This includes 7.9% of persons age 5 to 20 and 34.5% of persons age 65 and older.

Table 5: Disability Status of Civilian Non-Institutionalized Population

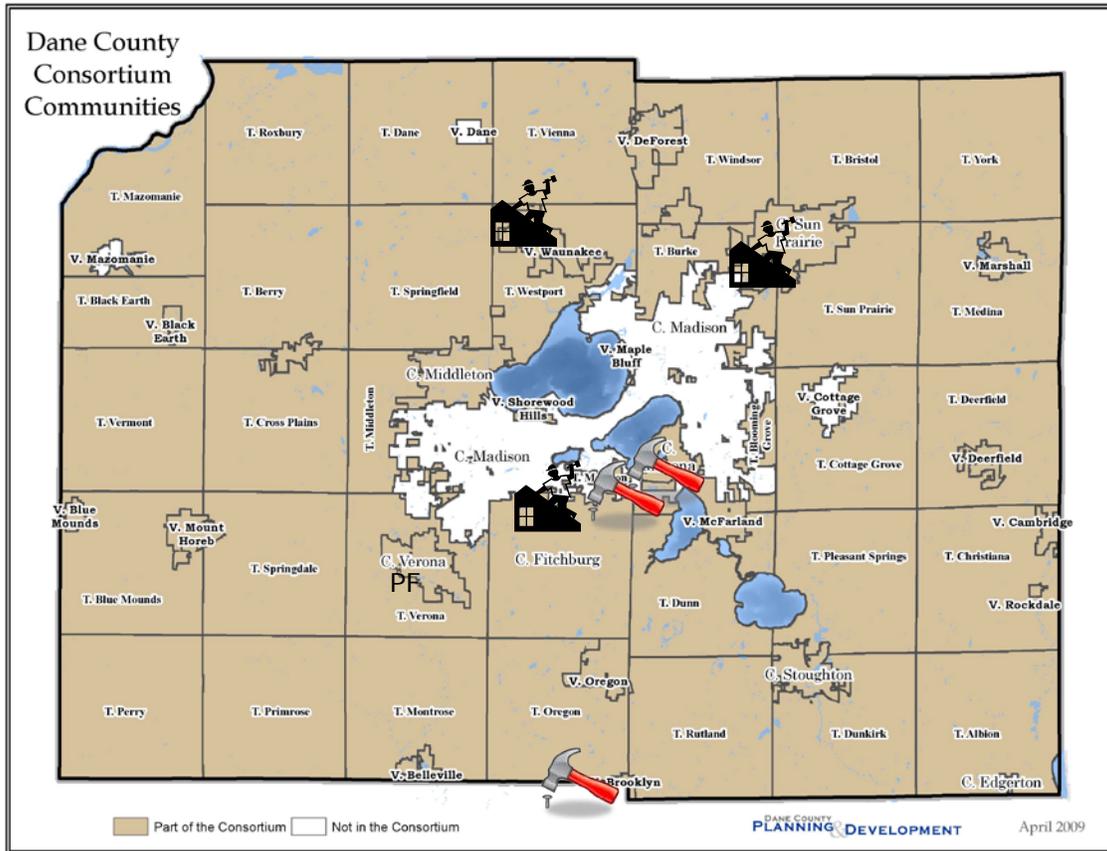
Age Group	Outside City of Madison		
	Persons with Disability	Total Population	Percent with Disability
5 to 20 years	4,063	51,249	7.9
21 to 64 years	13,863	130,849	10.6
Age 65 years and over	6,722	19,484	34.5

Source: U.S. Census Bureau, Census 2000

Geographic Areas of Investment

Areas where funds are earmarked for specific projects may be found in Map 5. New and continuing public facilities projects will be found in the City of Monona, Town of Madison, and the Village of Brooklyn. Housing projects, including construction of new rental and owner occupied housing, are earmarked in the Cities of Fitchburg and Sun Prairie; and the Village of Waunakee. Several of the projects were initially funded in prior years with work continuing into 2014.

Map 5: Geographic Areas of Investment



Map Key:

-  – indicates new or continuing public facilities projects
-  - indicates housing projects.

The large share of housing funds, such as for owner-occupied housing rehabilitation and minor home repair, will be provided throughout the Urban County Consortium based on eligible applicants.

3. Describe the reasons for allocating investments geographically within the jurisdiction (or within the EMSA for HOPWA) (91.215(a)(1)) during the next year and the rationale for assigning the priorities.

2014 Action Plan Geographic Distribution/Allocation Response:

RATIONALE FOR GEOGRAPHIC AREAS OF INVESTMENT

Allocations are typically based geographically only in that an application is received from a participating municipality, or a non-profit working with a municipality, for a project primarily benefiting low-and-moderate income households that meets the priorities of the Dane County 2010-2014 Consolidated Plan for Housing and Community Development and is recommended for funding by the CDBG Commission.

The Town of Madison contains a Neighborhood Revitalization Strategic Area (NRSA), which includes census tracts 1401 and 1502. While priority is given to projects in this area, funding is competitive and measured against other community needs and funding resources.

4. Describe actions that will take place during the next year to address obstacles to meeting underserved needs.

2014 Action Plan Geographic Distribution/Allocation Response:

OBSTACLES TO MEETING UNDERSERVED NEEDS

The primary obstacle to meeting underserved needs is the lack of resources. This is a lack of staff resources both at the County and local level to work with communities to analyze needs and potential resources, to package potential projects for consideration, and to implement projects. There is also a lack of financial resources to bring projects to fruition.

Sources of Funds:

5. Identify the federal, state, and local resources the jurisdiction expects to receive to address the needs identified in the plan. **Federal resources should include Section 8 funds made available to the jurisdiction, Low-Income Housing Tax Credits, and competitive McKinney-Vento Homeless Assistance Act funds expected to be available to address priority needs and specific objectives identified in the strategic plan. (92.220(c)(1))**

2014 Action Plan Sources of Funds Response:

RESOURCES EXPECTED TO BE AVAILABLE

Dane County expects to receive a total of \$1,375,526 in new Community Development Block Grant (CDBG) and HOME Investment Partnerships Program (HOME) entitlement grant funding to carry out its planned activities as outlined in the 2014 Action Plan.

Grant	2013 Projected Allocation
CDBG	\$978,767
HOME	\$378,759
Total	\$1,375,526

Program income from prior years that has offset entitlement funds will also be used. This does not include funding from other sources, such as CDBG-EAP funds received through the Wisconsin Department of Administration or Housing that will be used.

The County has been awarded \$2.4 million in funds under the CDBG Supplemental Disaster Allocation – Emergency Assistance Program administered by the Department of Commerce for flood recovery activities including the reconstruction of the Morrisonville sanitary sewer system; acquisition/demolition of flood damaged homes in the Towns of Vienna and Albion; replacement of a damaged culvert in the Town of Perry; and road repairs in the Town of Roxbury. Work not completed in 2013 will continue into 2014.

According to Rob Dicke, Director of the Dane County Housing Authority, federal funding for the Section 8 Housing Voucher Choice rental assistance will be about \$7 million dollars (housing assistance payments and administrative fees) and funding for the public housing program is expected to be about \$262,000 (operating subsidy and capital improvements).

According to Randi Busse with the DeForest Housing Authority, they expect to receive \$40,000 in capital funds and \$20,000 in operating subsidy.

Funds used to provide public housing and housing vouchers for the 3,490 federally assisted housing units in Dane County outside the City of Madison derive from:

Program	Units
Section 42: Low Income Tax Credit Housing	1,718
Section 8: New Construction and Substantial Rehab	382
Section 515: Rural Economic Community Development Public Housing	16
Section 8: Housing Choice Voucher	1,160
Low Rent Public Housing Program (DCHA – 86, DeForest - 36, Stoughton – 92)	214
Total Dane County, Excluding City of Madison	3,490

In addition the County expects to (based on 2013 Adopted Budget):

Receive \$810,244 in HUD Shelter Plus Care funds. Funding is passed through to Housing Initiatives, Inc. for rental assistance for homeless persons who have a serious and persistent mental illness. Goals are to provide residential stability, to increase skill level and/or income, and to increase self-determination.

Earmark \$1.3 million in local General Purpose Revenue (County levy) funds to address housing and homeless support. These funds are administered by the Economic Assistance and Work Services Division of the Dane County Department of Human Services. Funds are distributed to purchase of service (POS) agencies in Dane County to provide short-term emergency shelter for homeless individuals and families and to assist families in securing permanent housing in the community. (Persons served may also be in the City of Madison). Funds may be provided to:

- Community Action Coalition for South Central Wisconsin, Inc. - \$148,726 to provide housing case management, emergency food services, and collection and distribution of clothing to needy families.
- The Road Home - \$19,796 to provide emergency shelter and meals, a day center, and housing counseling.
- Porchlight, Inc. - \$176,464 for the provision of overnight shelter, food, clothing, personal items, and advocacy services for homeless men.

- Salvation Army - \$908,230 for the operation of an on-site family and women emergency homeless shelter and a motel, food, and transportation voucher program for those persons housed off-site. This includes case management services.
- Tenant Resource Center - \$95,000 for the provision of housing counseling, referral services, mediation, and advocacy services to individuals in search of housing or in need of eviction prevention. This includes staffing a housing kiosk at the Dane County Job Center that provides information about available housing to the public.
- Young Women's Christian Association (YWCA) - \$141,605 for the provision of housing for homeless and transient women and families. This includes case management services.

Distribute state and local funds of/toward (estimated, based on 2013 Adopted Budget):

- \$11.8 million in Long-Term Care funds for supportive home care services. Services are provided to persons throughout Dane County, including the City of Madison.
- \$3.9¹ million in residential supports for persons with a mental illness. This includes funding for adult family homes, community-based residential facilities (CBRF), transitional living environments, group homes, and other residential support to enable persons to reside in the community. Services are provided to persons throughout Dane County, including the City of Madison.
- \$38.1 million toward purchase of service and self-directed (SDS) residential supports for persons with developmental disabilities. This includes funding toward supportive home care services, adult family homes, and other supports to enable persons to reside in their own homes. Services are provided to persons throughout Dane County, including the City of Madison.

6. If you plan to dedicate funds within a local targeted area, provide the boundaries of the targeted area and an estimate of the percentage of funds you plan to dedicate to target area(s). (91.220(f))

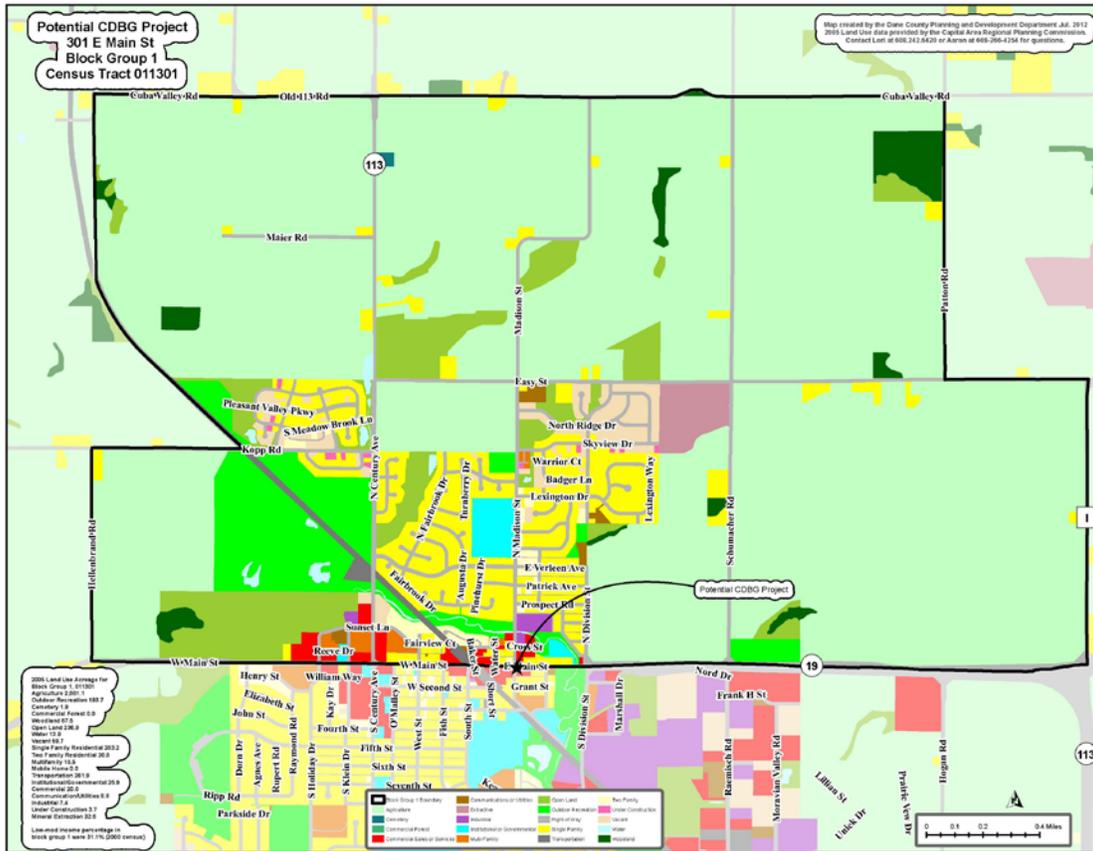
2014 Action Plan Sources of Funds Response:

LOCAL TARGET AREAS

An area of focus will be the North Madison ST Redevelopment Area (TID #5) in the Village of Waunakee which will see the expenditure of HOME funds for affordable rental units as part of a mixed use, mixed income project. The Madison and Main Task Force final report which shows the boundaries of the district may be found at: <http://www.vil.waunakee.wi.us/DocumentCenter/View/596> . The project is located in census tract 011301, block group 1. It is expected that 88% of the available formula HOME funds from 2013 will be spent on this project. Map 6 shows the location of this potential project.

¹ Does not include \$810,244 for HUD Shelter Care Plus funds earmarked for Housing Initiatives.

Map 6: Location of Madison and Main Project in the Village of Waunakee



7. If your plan includes a Neighborhood Revitalization Strategy Area or Areas, please identify the census tracts for each NRSA and an estimate of the percentage of funds you plan to dedicate to the NRSA(s).

2014 Action Plan Source of Funds response:

NEIGHBORHOOD REVITALIZATION STRATEGY AREA

The Southdale Neighborhood Revitalization Strategy Area (NRSA) is located in the Town of Madison (Census Tract 15.02, Block 1). 2000 Census data indicates that 89.8% of the population in this census tract is considered low-and-moderate income. According to data from the 2010 Census, American FactFinder2, the population in this census tract is comprised of persons with the following racial and ethnic heritages:

- 26.1% Hispanic
- 14.9% Black or African/American

- 6.3% Asian
- 4.1% Two or more races

It is not planned to dedicate any CDBG/HOME funds in this area in 2014. Rather, it is planned to decide whether to update the existing NRSA plan as the majority of the goals under the existing plan have been accomplished.

8. Explain how federal funds will leverage resources from private and non-federal public sources.

2014 Action Plan Source of Funds response:

LEVERAGING OF RESOURCES

HUD funds will be used to leverage other public and private resources in the housing, public facilities, public services, and economic development areas.

The Commercial Revitalization Revolving Loan Fund leverages funds from business owners, investors, and commercial banks and credit institutions.

Financing for the \$7.1 million Madison and Main mixed use, mixed income rental housing project in Waunakee includes a first mortgage from WHEDA, a second mortgage from Forward Community Investments, and developer equity in addition to the HOME funds.

The United Way of Dane County provides funding for the Latino and African American Seniors Stepping Out program operated by the North/Eastside Senior Coalition.

9. Provide a description of how matching requirements of HUD's programs will be satisfied.

2014 Action Plan Source of Funds response:

SATISFACTION OF MATCHING REQUIREMENTS

Matching fund requirements along with the needed documentation are specified in the subrecipient agreements.

Matching funds include non-federal cash sources, infrastructure, appraised land/real property, and site preparation, construction materials, and donated labor.

10. If the jurisdiction deems it appropriate, indicate publicly owned land or property located within the jurisdiction that may be used to carry out the plan.

2014 Action Plan Source of Funds response:

PUBLICLY OWNED LAND OR PROPERTY

The land owned by the Village of Waunakee that will be used for the Madison and Main project is being sold to the developer for \$1. At this time it is not anticipated that any other publicly owned land or property will be used to carry out the 2014 Action Plan.

Managing the Process

11. Identify the significant aspects of the process, by which the plan was developed, and the agencies, groups, organizations, and others who participated in the process.

2014 Action Plan Managing the Process response:

SIGNIFICANT ASPECTS BY WHICH THE PLAN WAS DEVELOPED

The 2014 Action Plan is the fifth year plan developed as part of the 2010-2014 Consolidated Plan. The process for developing the Consolidated Plan began in August, 2008 with the first of three public hearings held around the County in conjunction with regular evening meetings of the CDBG Commission to gather input on housing and community development needs. The meetings and locations included:

August 28, 2008	Middleton Senior Center
September 25, 2008	Sun Prairie City Hall
October 23, 2008	Fitchburg Senior Center

In addition to a display ad in the *Wisconsin State Journal* providing notice of the public hearings, letters were sent from the County Executive to the chief elected official in each municipality. The Chair of the CDBG Commission also sent a letter inviting County Board Supervisors to attend the hearings and to provide input orally or in writing.

From August 2008 through February 2009 meetings were held by staff, who were accompanied from time to time by CDBG Commission members, with a number of the participating municipalities of the Urban County Consortium.

Participating Municipalities included:

Albion, Town of	Medina, Town of
Belleville, Village of	Middleton, Town of
Black Earth, Village of	Mount Horeb, Village of
Blooming Grove, Town of	Oregon, Town of
Cambridge, Village of	Oregon, Village of
Christiana, Town of	Perry, Town of
Cottage Grove, Town of	Primrose, Town of
Cross Plains, Town of	Shorewood Hills, Village of
Cross Plains, Village of	Springfield, Town of
Dane, Town of	Stoughton, City of
Deerfield, Village of	Sun Prairie, City of
De Forest, Village of	Verona, City of
Dunn, Town of	Westport, Town of
Fitchburg, City of	York, Town of
Madison, Town of	
Marshall, Village of	
McFarland, Village of	

Follow-up letters were sent out January 30, 2009 to communities that had not yet responded along with copies of the questions that were posed to elicit feedback. The Town of Berry and Village of Waunakee responded via the survey.

Another significant component of the development of the Consolidated Plan was the use of a survey mailed out the first week in February 2009 to 1,500 randomly selected Dane County

residents living outside the City of Madison who voted in the November 4, 2008 general Presidential Election. The sampling included a component to pull persons to be surveyed based on the percent of the low-and-moderate income population in the community. The response rate was slightly over 30%.

Development of the 2014 Action Plan included a public hearing held February 28, 2013 by the CDBG Commission at the Town of Middleton Town Hall. This public hearing included a review of eligible CDBG and HOME activities, potential funds, a review of the needs identified to date, a review of activities identified in the Consolidated Plan, and potential priorities for 2014. Opportunity was provided for identification of emerging housing and other community development needs and opportunities, as well as, for input regarding proposed priorities for 2014. At the publicly noticed March 28, 2013 CDBG Commission meeting, a list of potential projects was shared, discussed, and action was then taken on identifying the requests for proposals (RFPs) that would be issued for potential funding in 2014. Applications for 2013 CDBG and HOME funds were solicited beginning April 1, 2013 and due May 23, 2013. The Application Review Team, a subcommittee of the CDBG Commission, met July 13, 2013 and July 20, 2012 to hear presentations by the applicants for housing and public assistance dollars and to make initial recommendations to the full CDBG Commission. The CDBG Commission made its preliminary recommendations at its July 25, 2013 meeting and its final recommendations following a public hearing on the Plan August 22, 2013. These recommendations were incorporated into RES. _____, 2013-2014 which was reviewed and approved by the Health and Human Needs Committee (_____), Personnel and Finance (_____), and the County Board (_____). All meetings were publicly noticed.

CONSULTATION PROCESS

Consultation with other public/private entities that provide housing, health services, and social services was made to gather data and needs information in the development of the Consolidated Plan. This included consultation with the following groups:

Fair Housing Services

Fair Housing Center of Greater Madison
Dane County Office of Equal Opportunity

Lead-Based Paint

Board of Health for City of Madison and Dane County
Wisconsin Department of Health Services

Planning Agencies

Dane County Department of Planning and Development
Dane County Emergency Management

Public Housing Agencies

Dane County Housing Authority
DeForest Housing Authority
Broihahn Management and Consulting, LLC – management company for the Stoughton Housing Authority

Social Service Organizations

Dane County Department of Human Services – Joining Forces for Families

Organizations Serving Seniors

Dane County Department of Human Services
Independent Living, Inc.

Organizations Serving Children

Dane County Department of Human Services

Agencies Serving Persons with Disabilities

Dane County Department of Human Services

Dane County Long Term Support Committee

Independent Livng, Inc.

Movin' Out, Inc.

Organizations Serving Persons with HIV/AIDS and their Families

AIDS Network

Wisconsin Department of Health Services – AIDS/HIV Program

Organizations Serving the Homeless

Homeless Services Consortium

United Way of Dane County

Draft and final versions of the 2014 Annual Plan were made available to the municipalities that are participating in the Dane County Urban County Consortium.

12. Describe actions that will take place during the next year to enhance coordination between public and private housing, health, and social service agencies.

2014 Action Plan Managing the Process response:

ACTIONS TO ENHANCE COORDINATION

Dane County will continue to participate as a member of the Home Buyers Round Table of Dane County, Inc. a non-profit member organization whose mission is to promote and educate the Dane County community about home ownership. Members include housing industry representatives that believe home ownership will increase family stability and financial security; stabilize and strengthen communities and neighborhoods; and generate jobs and stimulate economic growth.

Dane County will also continue to participate in the Homeless Services Consortium on both the Funders and Service Providers groups.

The County will continue to organize workgroups as needed to address different projects. One such group was pulled together to identify unmet disaster assistance needs stemming from the storms and flooding of June 5 – July 25, 2008. The group included representatives from the County Departments of Emergency Management; Human Services; Land and Water Resources; and Planning and Development; Public Works, Highway, and Transportation. Representatives worked with local municipalities to identify needs, develop work plans, determine budgets, and identify possible funding resources.

Citizen Participation (91.220(b))

13. Provide a description of the process used to allow citizens to review and submit comments on the proposed consolidated annual plan, including how the plan (or a summary of the plan) was published for review; the dates, times and locations of a public hearing, or hearings; when and how notice was provided to citizens of the hearing(s); the dates of the 30 day citizen comment period, and if technical assistance was provided to groups developing proposals for funding assistance under the consolidated plan and how this assistance was provided.

2014 Action Plan Citizen Participation response:

CITIZEN PARTICIPATION PROCESS

Public Notice

A summary of the 2014 Action Plan and notice of public hearing was published in a nonlegal section of the *Wisconsin State Journal* on August ____, 2013. A press release of this information appeared on the County web site. Notice of the public hearing for citizen input was also sent to the Dane County Urban County Consortium, the County Board of Supervisors, applicants for funding, and the County's Long Term Support Committee via e-mail.

Availability to the Public

The draft version of the 2014 Action Plan were posted on the County web site beginning on July ____, 2013 through _____ when action was taken by the County Board of Supervisors. Information on these documents and links to them were sent to applicants for 2014 funding the week of July 29, 2013 to the 56 participating municipalities of the Dane County Urban County Consortium and to the County Board of Supervisors. Comments on the Plans could be submitted orally at the public hearing or via e-mail to cdbg@countyofdane.com.

Public Hearing

In addition to the public hearing held to gather input into the development of the 2014 Action Plan, a public hearing was held beginning at 5:30 p.m. on August 22, 2013 at the City of Fitchburg Community Center by the CDBG Commission. The Community Center is accessible for persons with disabilities. This hearing provided information to attendees regarding housing and community development needs, the amount of entitlement funding the County expects to receive, the range of activities that may be undertaken, proposed projects and activities, and provided an opportunity for review and comment on the 2014 Action Plan.

Technical Assistance

Technical assistance was provided on both formal and informal bases to groups interested in developing proposals. An Application Workshop was held April 15, 2013 beginning at 1:00 p.m. at the Dane County Job Center, 1819 Aberg AVE, Madison in conjunction with the Dane County Department of Human Services. The workshop covered the basics for eligible projects, key dates and deadlines, provided notice of the date of the public hearing for citizen input on the draft recommendations for the 2014 Action Plan, and provided links to, as well as, copies of the Requests for Proposals (RFPs) being released and the application materials.

As questions were received from potential applicants, they were addressed and then posted in a FAQ (Frequently Asked Questions) on the County web site at: http://pdf.countyofdane.com/humanservices/rfp/2014/2014_cdbg_faq.pdf so that any potential applicant could have the same information.

14. Provide a summary of efforts made to broaden public participation in the development of the consolidated annual plan, including outreach to minorities and non-English speaking persons, as well as persons with disabilities.

2014 Action Plan Citizen Participation response:

EFFORTS TO BROADEN PUBLIC PARTICIPATION

In order to broaden public participation, the CDBG Commission has continued its practice of holding three meetings each quarter in a different section of the County. In 2013, meetings have been held/scheduled in the City/Town of Middleton (Jan., Feb., March), Town of Westport (April, May, June), City of Fitchburg (July, Aug., Sept.), and the Village of McFarland (Oct., Nov., Dec.). The Application Review Team, to whom applicants for 2013 funding made oral presentations at a publicly noticed meeting, met on two Saturdays – July 13 and July 20 in the City of Fitchburg.

It is Dane County policy to provide interpreters, materials in alternative formats, or other accommodations to access meetings and materials as requested or needed by the public in a timely manner. This information is included on the County web site and cited on meeting agendas. Language services are provided at no charge. Interpreters for non-English speaking customers and those needing sign language interpretation through either American Sign Language or Transliterating is provided by Dane County Department of Human Services staff. If an adequate staff interpreter is not available, then an appropriate area advocacy or other available resource is used. Documents are also translated into other languages as needed.

Outreach to Minorities and Non-English Speaking Persons

Press releases on the Consolidated Plan were sent to area media. The draft version of the 2014 Annual Plan was sent to Centro Hispano for review and comment.

Outreach to Persons with Disabilities

Efforts to broaden public participation of persons with disabilities included meeting on July 13, 2009 with the 9-member Dane County Long Term Support Committee to gather their input on the Consolidated Plan. Links to the draft 2014 Action Plan were sent to the Committee members on July ____, 2013 asking for their feedback. The committee, consisting of citizen and elected representatives, advises the County Executive and Department of Human Services on policies, services and budgets related to Aging Long Term Care, Developmental Disabilities, Adult Mental Health, Physical Disabilities, Sensory Disabilities and the Badger Prairie Health Care Center. The Long Term Support Committee also has lead responsibility for oversight of the Community Options Program and Medicaid Waiver Programs.

15. Provide a summary of citizen comments or views on the annual plan.
16. Provide a written explanation of comments not accepted and the reasons why the comments were not accepted.

2014 Action Plan Citizen Participation response:

SUMMARY OF COMMENTS OR VIEWS ON PLAN AND RESPONSES

Comment:

Response: Under Construction

Additional comments received may be found in the Commission meeting minutes at:

Institutional Structure

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

2014 Action Plan Institutional Structure response:

Dane County, as an urban county, is well positioned to coordinate the work of public, private, and non-profit organizations through which it will carry out the Consolidated Plan and Annual Action Plan.

Dane County, specifically the Office of Economic and Workforce Development is the lead agency responsible for overseeing the development of the plan for the Dane County Urban County Consortium.

The Dane County Urban County Consortium, as of 2013, includes 56 participating municipalities representing slightly over 96% of the population outside the City of Madison. These cities, villages, and towns along with various departments in Dane County will be the major public agencies responsible for administering programs covered by the Consolidated Plan.

Private agencies that help to carry out the Annual Plan are typically selected as subrecipients through a Request-for-Proposal (RFP) process. If there are no respondents to an RFP, then Dane County purchasing standards allow a subrecipient to be selected by either re-issuing the RFP or by selecting the subrecipient on the open market.

The program is overseen by the Community Development Block Grant Commission and the federal Department of Housing and Urban Development (HUD).

Key public agencies with which the program staff will work include:

Community Development Block Grant Commission

The 13-member CDBG Commission, by County Ordinance, is charged with recommending to the county board and county executive plans, including amendments for the use of federal housing and urban development funds, including CDBG and HOME funds, that are consistent with federal requirements, effectively address the needs of low and moderate income people, and consider the community and housing development goals of participating communities. The Commission is also charged with fostering citizen input, overseeing a process to award contracts, reviewing proposals, and evaluating performance. The Commission members are appointed by the County Executive and have interest and expertise in housing, economic development, and community services. Two members are county board supervisors, nine members are residents of and represent the towns, villages, and cities of the Urban County Consortium, and two members are at large citizen members.

Dane County Executive's Office, Office of Economic and Workforce Development

This Office serves as the lead agency for the Dane County Urban County Consortium. This Office houses the administration, contract compliance, and a majority of the accounting functions for the CDBG /HOME program. The Office is also responsible for coordinating the County's economic development efforts including new business recruitment and retention, job creation, low interest financing through the County's revolving loan funds, and serving as a liaison between existing public and private sector economic development entities. The role of the Office includes identifying strategies to ensure the skills of the eligible workforce help meet the needs of current and potential employers.

Dane County Department of Human Services

The Dane County Department of Human Services, provides an array of social services and resources to 30,000 residents annually. This includes such functions as child protective and juvenile justice services, economic assistance and work services, aging services, and services for persons with developmental disabilities and physical/sensory disabilities. The Economic Assistance and Work Services (EAWS) Division assists in the certification of Section 3 eligible residents.

Dane County Department of Land & Water Resources, Land Acquisition Division

The [Land Acquisition Division](#) protects historical, archaeological and natural resource lands for public benefit and provides real estate services for most county departments. The Division also administers the County's land acquisition grant programs.

Dane County Department of Planning and Development

The Department of Planning and Development is a multi-faceted agency. The Zoning Division carries out the County's regulatory authority over many construction and development activities in unincorporated areas of the County including zoning permits, rezoning, conditional use permits, variances, erosion control and storm water management, and land divisions. The Planning Division assists residents, communities, and decision-makers in addressing short-range and long-range comprehensive planning issues related to community and regional development, transportation, environmental resources, community services, housing, and economic development.

Dane County Department of Public Works, Highway, and Transportation

Highway Engineering plans, designs and manages roadway related construction projects for the County Trunk system. They also may provide these services to the other County Departments and Municipalities. The Highway Engineering section also maintains records of highway plats, plans and other related projects. Highway Engineering issues access permits and permits to work in highway right-of-way. Highway Engineering also prepares requests for proposals for engineering services and prepares plans and specifications for roadway projects. They also let bids for materials and equipment utilized at the Highway Department.

Dane County Emergency Management

No matter the disaster, Dane County Emergency Management helps individuals, families, businesses, communities, and agencies prepare and respond. Information on needs and resources is shared between the CDBG Program and Emergency Management.

Dane County Housing Authority

The Dane County Housing Authority (DCHA) was created in 1972 by the Dane County Board of Supervisors to address the affordable housing needs of low-income families outside the City of Madison. DCHA operates the Housing Choice Voucher Program (Section 8), owns 86 units of conventional public housing throughout Dane County, and through Rural Development owns a 16-unit rental apartment building in Cross Plains.

Dane County Office of Equal Opportunity

The Dane County Office of Equal Opportunity was formed in December 1999 by combining four

related equal opportunity functions from three separate county departments. These functions include affirmative action, minority affairs, contract compliance, and equal opportunity. This includes supporting an increase in contracting with emerging, disadvantage, minority and women-owned business enterprises; conducting outreach to persons of color, and promoting equal opportunity through compliance with federal EO laws, state statutes, and affirmative action related county ordinances.

U.S. Department of Housing and Urban Development (HUD)

HUD's mission is to increase homeownership, support community development, and increase access to affordable housing free from discrimination. Dane County is an entitlement community and receives funding through the Community Development Block Grant (CDBG) and Home Investment Partnerships (HOME) programs. The Milwaukee Field Office provides technical assistance, oversight, and monitoring of these programs.

Wisconsin Department of Administration, Division of Housing

The Division of Housing moved to the Wisconsin Department of Administration in 2011. Through this Division, Dane County has received Emergency Assistance Program funds and Homeless Prevention and Rapid Re-Housing dollars. Other dollars for economic development, neighborhood stabilization, supportive housing, and Emergency Shelter Grants have flowed to local communities, such as the City of Madison and to area non-profits.

Wisconsin Housing and Economic Development Authority (WHEDA)

WHEDA was created under Chapter 234 of the Wisconsin State Statutes in 1972 as the Wisconsin Housing Finance Authority and empowered to make construction, rehabilitation, and permanent mortgage loans to eligible sponsors of housing projects for low and moderate-income households.

Non-Profit Organizations

Since their inception, the CDBG and HOME programs in Dane County have dedicated a large portion of their resources to working with non-profit organizations to produce and maintain affordable housing. This nonprofit infrastructure functions as the principal housing and social service delivery system, as well as, helps further the economic development goals. These organizations are typically selected as subrecipients through an annual competitive request-for-proposal (RFP) process. In implementing the 2014 Action Plan, Dane County will be working with the following organizations:

Community Action Coalition for South Central Wisconsin, Inc.

The homeless prevention program operated by Community Action Coalition helps families maintain safe affordable housing to avoid the major problems associated with homelessness. Services are offered through a multi-faceted approach that includes: intensive housing case management, housing counseling, direct rent payment assistance, and information and referral.

Habitat for Humanity of Dane County, Inc.

Habitat for Humanity of Dane County was formed in 1987 with the mission of bringing the community together to build homes with God's people in need. Since then, through volunteer labor and donations of money and materials, Habitat for Humanity has worked with 200 families to build simple, decent, affordable homes. Habitat homes are sold to partner families at no profit, financed with affordable, no interest loans. Homeowners must invest their own sweat equity into building their own Habitat home, as well as, the houses of others. Each family must also attend educational courses on how to maintain a home, landscaping, budgeting, and insurance

Independent Living, Inc.

Independent Living is a multi-service agency that assists older adults and persons with disabilities, enabling them to live with dignity and independence and to maintain health and well-being. The homeless prevention program aims to allow seniors to remain in their current housing

while awaiting long-term rent subsidies through government programs. The home modification program serves frail, low-income, older and disabled adults, helping to increase their safety and prevent falls by making available affordable safety and home accessibility modifications.

Movin' Out, Inc.

Movin' Out links people with disabilities to safe, affordable, small-scale integrated housing. This includes promoting homeownership and the development of affordable housing – both owner and renter occupied.

North/Eastside Senior Coalition, Inc.

The mission of the North/Eastside Senior Coalition is to enhance the quality of life for all senior adults by providing programs, advocacy, and resources to assist them to remain independent, active, and influential in their community.

Operation Fresh Start

At Operation Fresh Start, low-income young people ages 16-24 work toward their GED or high school diploma, learn job skills, and serve their communities by building affordable housing. The homes are sold on the open market to low-and-moderate income buyers. Operation Fresh Start is able to provide financial assistance to make the homes more affordable to buyers.

Project Home, Inc.

Project Home works to improve the quality and affordability of housing for low-and-moderate income residents in Dane and Green counties. Services include home weatherization, minor and major home repairs, and home purchase programs.

Stoughton United Ministries

The Stoughton United Methodist Church, parent of the Stoughton United Ministries, has been engaged in programs assisting low-income individuals and families in the Stoughton School District through its food pantry and benevolence programs for over 15 years.

Wisconsin Women's Business Initiative Corporation (WWBIC)

WWBIC's mission is to promote economic development through microenterprise by providing access to capital including direct lending, one on one individualized business assistance, business education, asset building financial awareness education programming, with an emphasis on women, people of color, and people of lower wealth and incomes.

YWCA Madison

Founded in 1909, the mission of the YWCA is the elimination of racism and the empowerment of women. The YWCA Madison is committed to providing safe, affordable housing, emergency shelter for homeless families, racial justice programming, education and training to ensure economic security, and safe transportation solutions. The YWCA has been dedicated to employment and training work since its earliest days.

Private Industry

The private sector supports and complements the County's community development efforts in a number of ways:

Specialized Services

Private industry provides needed skills and services on a fee-for-service basis to implement housing and other community development projects with the facilitation of local municipalities and non-profit organizations that have been awarded CDBG and/or HOME funding. This ranges from providing plumbing services for minor home repairs to construction of public facilities, such as senior centers and storm shelters.

Members of private businesses have also offered their time and talents to a number of efforts such as Hammer with a Heart, the Dane County Paint-a-Thon, and furnace tune-up programs which provide needed assistance for low-and-moderate residents.

Local Lending Institutions

Local lenders have supported housing and community development efforts in Dane County through education efforts, such as partnering with the Housing Resource Center to offer workshops as part of the first-time homebuyer courses, referring consumers for down payment and closing cost assistance, and supporting small business development efforts.

Federal Home Loan Bank of Chicago

The Community Investment Group of the Federal Home Loan Bank of Chicago provides financing and direct funding tools that support affordable housing and local community lending initiatives. Funding under competitive rounds has provided needed infusions to enable affordable housing projects to be developed in Dane County.

The CDBG/HOME program staff will work closely with the County Executive's Office, the appointed 13-member CDBG Commission, the elected 37 member Board of Supervisors, and local officials in the 56 participating communities to implement the Consolidated Plan and 2014 Action Plan.

County staff will continue to participate in training offered by HUD, especially those sessions conducted either locally or in the State of Wisconsin.

Monitoring

18. Describe actions to be taken that will take place during the next year to monitor your performance in meeting goals and objectives set forth in your Consolidated Plan.

2014 Action Plan Monitoring response:

ACTIONS TO MONITOR PERFORMANCE

Monitoring performance in meeting goals and objectives set forth in the Consolidated Plan in 2014 will include:

- a. Monitoring of overall progress toward the goals and objectives set forth in the Consolidated Plan by Dane County staff and the CDBG Commission prior to releasing the request for proposals. This helps to ensure that the RFPs are in line with the expected goals and objectives and current progress;
- b. Funding activities that help to meet the goals and objectives set forth in the Consolidated Plan;
- c. Preparing subrecipient contracts that clearly define the goals, expectations, and regulatory requirements;
- d. Reviewing key projects at weekly staff meetings;
- e. Conducting desk reviews, including the monitoring of progress reports for selected projects;
- f. With the CDBG Commission, meeting with underperforming subrecipients to discuss/develop action plans to address deficiencies.

19. Describe steps/actions to be taken during the next year to ensure compliance with program requirements, including requirements involving the timeliness of expenditures.

2014 Action Plan Monitoring response:

ACTIONS TO ENSURE COMPLIANCE WITH PROGRAM REQUIREMENTS AND TIMELINESS OF EXPENDITURES

Dane County is interested in ensuring that subrecipients comply with all regulations governing their administrative, financial, and programmatic operations, as well as, achieve their performance objectives on schedule and within budget. Training of subrecipients in the rules and regulations governing the CDBG and HOME programs is an essential component. The monitoring process includes: training for subrecipients on the program rules and regulations, development of a monitoring plan, performing risk assessments to identify subrecipients that require comprehensive monitoring, development of monitoring workbooks and checklists, in-house desk audits, and on-site visits.

Laying out expectations begins with the application process and is formalized through the contractual process. Technical assistance is provided to all applicants and subrecipients upon request. Beginning in 2008, Dane County began using more detailed contracts that spell out the rules and regulations applicable to all HUD funded CDBG and HOME programs and are customized to identify the rules, regulations, and performance expectations related to each funded activity. Individual meetings are held as needed with subrecipients to discuss the contracts, to respond to any questions, and to identify any needed technical assistance.

Monitoring of expenditures is done on an on-going basis. Invoices must be approved by the CDBG/HOME Program Specialists. Approved expenditures are processed by the Accountant assigned to the CDBG/HOME program. These are tracked on Excel spreadsheets available to all program staff on a virtually real-time basis. *Need to see how this will work in 2014*

In order to assure compliance with timeliness of expenditures, Dane County staff and the CDBG Commission monitor expenditures by subrecipients. Those subrecipients that are not expending funds within the timelines of their contracts, may have their allocations reduced and reallocated to organizations that are able to expend funds more quickly.

The CDBG Commission plays an integral role in monitoring the timeliness of expenditures and in holding subrecipients accountable. The Commission is provided monthly reports detailing the expenditures of funds by subrecipients. Those that are not expending funds in a timely manner are then asked to report to the full Commission as to corrective actions that are being undertaken to resolve expenditure issues and may face reallocation of funds and other future sanctions.

20. Describe steps/action you will use to ensure long-term compliance with housing codes, including actions or on-site inspections you plan to undertake during the program year.

2014 Action Plan Monitoring response:

ACTIONS TO ENSURE COMPLIANCE WITH HOUSING CODES

To ensure compliance with housing codes for properties being acquired under the home ownership programs, Dane County procures the services of an independent housing inspector to conduct inspections of the homes prior to purchase using local codes and the Housing Quality Standards (HQS) checklist. Any code violations must be addressed prior to the County approving the purchase of the property. As part of the on-site monitoring conducted by the County, a random sample of houses is inspected.

Residential units for which housing rehabilitation funds are being requested are inspected prior to the work being undertaken and then following completion by either Building Inspectors for the

municipality in which the work is being undertaken or by a qualified inspector with Project Home. As part of on-site monitoring conducted by the County, a random sample of houses is inspected.

The HOME requirements at 24 CFR 92.504(d) specify a minimum requirement that rental housing units assisted with HOME funds be inspected on the following basis based upon the number of total units in the project:

- 1-4 units must be inspected at least once every 3 years;
- 5-25 units must be inspected as least once every 2 years; and
- 26 or more units must be inspected as least once annually.

The Project Home NOAH project is charged with inspecting their units and providing the information to the County which is monitored by staff.

On site and desk monitoring of rental units will take place every 1-3 years as dictated by the number of units in the project. 2012 marked the first year that Dane County had newly completed rental units.

21. Describe actions to be taken to monitor subrecipients (including sponsors or administering agents) during the next program year. This includes the monitoring of all programs, CDBG, HOME, ESG, or HOPWA, as applicable.

2014 Action Plan Monitoring response:

ACTIONS TO MONITOR SUBRECIPIENTS

Risk assessments have been developed to identify high-risk subrecipients. High-risk recipients include those who are new to the CDBG/HOME programs or who have performance problems, such as failure to meet schedules or have questionable reporting practices. Those with questionable practices are handled at the time the issue comes to light. The risk assessment results are used to develop annual monitoring plans including on-site monitoring of high-risk subrecipients. It is planned in 2014, County budget permitting, to either hire or subcontract for a 0.5 FTE accounting/fiscal staff person who will be dedicated to the CDBG/HOME programs who will assist with the fiscal monitoring of subrecipients.

Description of Activities

- *If not using the CPMP Tool:** Complete and submit Table 3C
- *If using the CPMP Tool:** Complete and submit the Projects Worksheets and the Summaries Table.

22. The action plan must provide a summary of the eligible programs or activities that will take place during the program year to address the priority needs and specific objectives identified in the strategic plan.

2014 Action Plan Description of Activities response: (Use of the Summaries Table and Project Worksheets or Table 3C/2A will be sufficient. No additional narrative is required.)

DESCRIPTION OF ACTIVITIES

A full description of activities may be found in Table 1, the Projects Worksheets, and the

Summaries Table.

Summary of Specific Annual Objectives and Outcome Measures

***If not using the CPMP Tool:** Complete and submit Table 2C and Table 3A.

***If using the CPMP Tool:** Complete and submit the Summary of Specific Annual Objectives Worksheets or Summaries.xls

23. Provide a summary of specific objectives that will be addressed during the program year. (91.220(c)(3))

PY 2014 Action Plan Summary of Specific Annual Objectives response:

(Use of the Summaries Table and Project Worksheets or Table 3C/2A will be sufficient. No additional narrative is required.)

Information may found Table 1, the Summaries Table, and Project Worksheets.

24. Describe the Federal Resources, and private and non-Federal public resources expected to be available to address priority needs and specific objectives during the program year.

PY 2014 Action Plan Summary of Specific Annual Objectives response:

(Use of the Summaries Table and Project Worksheets or Table 3C/2A will be sufficient. No additional narrative is required.)

Information may found Table 1, the Summaries Table, and Project Worksheets.

25. Describe the outcome measures for activities in accordance with Federal Register Notice dated March 7, 2006, i.e., general objective category (decent housing, suitable living environment, economic opportunity) and general outcome category (availability/accessibility, affordability, sustainability). 91.220(e)

PY 2014 Action Plan Summary of Objectives/Outcomes response: **(Use of the Summaries Table or Table 2C/Table 3A will be sufficient. No additional narrative is required.)**

Information may found Table 1, the Summaries Table, and Project Worksheets.

HOUSING

Annual Affordable Housing Goals (91.220(g))

***If not using the CPMP Tool:** Complete and submit Table 3B Annual Housing Completion Goals.

***If using the CPMP Tool:** Complete and submit the Table 3B Annual Housing Completion Goals.

26. Describe the one-year goals for the number of homeless, non-homeless, and special-needs households to be provided affordable housing using funds made available to the jurisdiction and one-year goals for the

number of households to be provided affordable housing through activities that provide rental assistance, production of new units, rehabilitation of existing units, or acquisition of existing units using funds made available to the jurisdiction. The term affordable housing shall be defined in 24 CFR 92.252 for rental housing and 24 CFR 92.254 for homeownership.

PY 2014 Action Plan Annual Affordable Housing Goals response:

ANNUAL AFFORDABLE HOUSING GOALS

The Annual Affordable Housing Goals may be found in Table 3B.

Needs of Public Housing (92.220(b))

27. Describe the manner in which the plan of the jurisdiction will help address the needs of public housing and activities it will undertake during the next year to encourage public housing residents to become more involved in management and participate in homeownership.

2013 Action Plan Public Housing Strategy response:

NEEDS OF PUBLIC HOUSING AND ENCOURAGE PARTICIPATION OF RESIDENTS

The Dane County Housing Authority (DCHA) was created in 1972 by the Dane County Board of Supervisors to address the affordable housing needs of low-income families in Dane County (outside the City of Madison). The oversight and governance of DCHA is the responsibility of a five-member citizen commission appointed by the Dane County Executive.

The Dane County Housing Authority owns 102 units of housing throughout Dane County. 86 of those units are funded by the Department of Housing and Urban Development through its Low Rent Public Housing Program and the Rural Development and HUD Section 515 Program fund 16 elderly units. The DCHA administers the Section 8 Housing Choice Voucher Program and provides financial assistance to over 1,100 low-income households throughout Dane County (outside the City of Madison). Since 1996 Dane County Housing Authority has contracted the management and maintenance of their units to a management company. Currently Wisconsin Management is managing the units.

The DCHA has encouraged residents to become engaged in the upkeep of their residences by turning the responsibility for lawn mowing and yard upkeep over to those living in duplexes, townhouses, and single family homes. This initiative resulted in another cost savings for the housing authority.

The DeForest Housing Authority operates 36 units of public housing including 32 one-bedroom units for Seniors and persons with disabilities and 4 two-bedroom duplexes for families. To encourage resident participation in management, the DeForest Housing Authority holds monthly meetings, open to all, for the Senior apartment complex during which needs and future plans are discussed.

The City of Stoughton owns 92 units of public housing for seniors. The properties are managed by Brouihahn Management & Consulting, Inc. According to Bev Thompson with Brouihahn, the Management company works closely with the Senior Center in Stoughton and encourages their residents to be active. Notices of activities, transportation opportunities, etc. are regularly posted. The company keeps an “open” door policy.

28. If the public housing agency is designated as "troubled" by HUD or otherwise is performing poorly, the jurisdiction shall describe the manner in which it will provide financial or other assistance in improving its operations to remove such designation during the next year.

2013 Action Plan Public Housing Strategy response:

DESIGNATION AS TROUBLED

None of the public housing authorities in Dane County are deemed as troubled by HUD nor or are they performing poorly.

Antipoverty Strategy

29. Briefly describe the actions that will take place during the next year to reduce the number of poverty level families **(as defined by the Office of Management and Budget and revised annually), taking into consideration factors over which the jurisdiction has control.**

2014 Action Plan Antipoverty Strategy response:

On May 23, 2013, the Dane County Board of Supervisors passed Ordinance Amendment 6 amending Chapter 15 of the Dane County Code of Ordinances and creating the 11-member Dane County Poverty Commission. As noted by County Board Chair, John Hendrick, "Addressing poverty is the most critical issue facing the County. Providing programs and initiatives to end poverty not only helps individuals reach their full potential, but also prompts community renewal and stability."² The work of the Commission is expected to begin in the Fall of 2013 and will continue through 2014 and longer.

Other programs in Dane County that seek to reduce the number of poverty level families include:

Early Childhood Initiative (ECI)

The Early Childhood Initiative is an innovative home visitation and employment program started in July 2004 that is designed to improve life outcomes for the most vulnerable families. ECI's purpose is to ensure that the youngest children achieve age appropriate developmental outcomes and live in families that are nurturing and self-sufficient, with income from sustainable employment. ECI strives to increase families' access to an array of services including: health and developmental screening and assessment, prenatal care, parenting education and support, immunizations and other preventative health care, benefit and basic needs resources, employment related assistance, and assistance in finding and sustaining employment through skill enhancement. ECI is in operation at three Dane County locations: Allied Drive, Southwest Madison, and Sun Prairie. Staffing at each site includes three Family Support Specialists delivering home visitation services; an Employment and Training Specialist helping parents, caregivers, and other family members obtain work and keep successfully employed; and an Economic Support Worker linking families to benefits related to medical assistance, child care, food, and economic assistance.

² Source: Ten Named to Poverty Commission: Five County Supervisors, Five Community Members to Tackle Pervasive Problem press release dated 6/19/2013 and found on the County web site at: <http://countyofdane.com/press/details.aspx?id=3158> .

Family Unification Program (FUP)

The Dane County Department of Human Services (DCDHS) partnered with the Dane County Housing Authority (DCHA) and City of Madison Community Development Authority (CDA) in submitting proposals to the federal Department of Housing and Urban Development for Family Reunification Program (FUP) housing vouchers. Both housing entities were awarded authority to grant new FUP vouchers to 50 families or youths beginning the Fall of 2009. Three populations are eligible for these special vouchers:

- Families with children in out-of-home care unable to regain those children owing to lack of adequate housing;
- Families at risk of children being placed in out-of-home care owing to lack of adequate housing;
- Youths ages 18-21 who left foster care at age 16 or older who do not have adequate housing.

The role of DCDHS is to (1) identify families and youths, (2) certify that housing issues exist, and (3) provide case management services to the families and youths if and when enrolled. The housing entities' roles are to further screen families and youths, approve vouchers, and make rent payments.

Head Start

The Dane County Parent Council is a community-based, private, non-profit umbrella agency that delivers a variety of child development and family support programming. The agency provides the Head Start and Early Head Start programs along with services to support and strengthen families and children. Over 1,000 children are served in Dane and Green counties.

Welfare to Work

The Dane County Department of Human Services (DCDHS), either directly or through purchase of service agencies, provides an array of programs to help residents meet their basic needs for food, shelter, jobs, and childcare services that enable them to work toward economic self-sufficiency. The Department participates in the Wisconsin Shares Childcare Subsidy Program that assists low-income families in paying for childcare services. DCDHS is a partner agency with the Dane County Job Center. The Dane County Job Center assists job seekers to get the career planning, job placement, and training services they need to get jobs. The Dane County Job Center resource room includes computers for JobNet, Internet computer access, State government job listings, and resume writing computers. An on-site Day Care Center provides care while parents are completing appointments or training at the Job Center. The Department also administers the W-2 program for the region. The goal of Wisconsin Works is to provide necessary and appropriate services to prepare individuals to work, and to obtain and maintain viable, self-sustaining employment, which will promote economic growth. Services include job readiness motivation, job retention and advancement skill training, as well as, childcare.

Barriers to Affordable Housing

30. Describe the actions that will take place during the next year to remove barriers to affordable housing.
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2014 Action Plan Barriers to Affordable Housing response:

ACTIONS TO REMOVE BARRIERS TO AFFORDABLE HOUSING

The County contracted with Maxfield Research to update the *Analysis of Impediments To Fair Housing Choice in Dane County*. The final report was provided in mid-2011 and is available on the County web site at: http://pdf.countyofdane.com/humanservices/cdbg/2011/analysis_of_impediments_to_fair_housing_choice_2011_final.pdf.

The following fair housing impediments were identified:

- High housing costs;
- Indications that minorities were more likely, on a percentage basis, to be denied a mortgage or not reach mortgage origination;
- Language barriers of minorities;
- Poverty levels in Dane County along with increasing cost burdens for owner and renter households indicate that availability of affordable housing is an important issue in the County;
- Availability of affordable housing;
- Housing for seniors, particularly for those in outlying areas;
- Shortage of emergency shelter beds and transitional housing for victims of domestic violence, homeless, and those recently released from prison;
- Increasing owner cost burdens and the increased risk of foreclosure;
- Limited or no information on the disposition of fair housing complaints;
- Restrictive zoning and land use regulations that may add significant cost to the construction of housing.

Recommendations included:

- Increasing the development of affordable housing;
- Disseminating information to surrounding jurisdictions to increase the awareness of the consequences of codes and ordinances that restrict or prevent the development of affordable housing;
- Monitoring rental vacancy rates and, in conjunction with local developers, assist in developing affordable housing in locations that are situated in close proximity to employment concentrations, goods and services, and public transit;
- Obtain and review statistics on the resolution of fair housing complaints filed with the appropriate jurisdictions and have additional publicity efforts to alert homeowners of the services available and to work with local lending institutions and other groups to inform and educate homeowners regarding their rights;
- Have additional efforts to provide education and outreach services to persons who have language and cultural barriers that limit their ability to obtain and maintain stable housing;
- Outreach and education provided to the community and providers regarding the additional protected classes added to the Dane County Fair Housing ordinances;
- Continue providing education and outreach on general and specific issues related to fair housing.

At their July 12, 2012 meeting, the Dane County Board adopted RES. 292, 2011-2012 recognizing housing as a human right. This called for undertaking a process for the development of a Housing Plan by September, 2012. The Housing Plan is to:

1. Include recommendations for strategies both to provide housing units and shelter beds at affordable levels, and to address the need for accessible housing;
2. Consider creation of a staff position responsible for housing policy;
3. Provide an approach for reducing the number of homeless children in schools in Dane County by 50% by September 1, 2015; increasing the number of single room occupancy housing units by 100 units and the number of housing units affordable to families supporting themselves on SSI or W-2 by 100 units by Sept 1, 2015; and ensuring that no

- one seeking shelter will be denied access to shelter; and providing additional daytime shelter space in the downtown Madison area;
4. Explore creative uses of public and private dollars to increase affordable housing, accessible housing, and shelter beds, to achieve one-to-one replacement of affordable housing removed from the community, and ensure relocation costs or the right to return for those displaced;
 5. Consider issues and solutions contained in the People's Affordable Housing Vision;
 6. Further Fair Housing as required by the U.S. Department of Housing and Urban Development; and
 7. Recommend policies to prevent foreclosures, evictions, utility shut-offs, criminalization of homelessness, and to help stabilize people in their housing.

In addition the Human Services Board is to provide an annual report by September 1 of each year to the County Board that tracks and assesses the affordable and accessible housing needs in Dane County by community, using information initially provided by federal, county and cities sources.

It is proposed in 2014, that Dane County will take the following actions to affirmatively further fair housing:

- Through the CDBG Commission, review and update their work plan to address the identified impediments to fair housing choice (a copy of the 2013 work plan is attached at the end of this document). This is updated following the end of the calendar year in order for the Commission to evaluate the effectiveness of the actions undertaken during the prior year.
- \$10,000 in CDBG funds will be provided to the Metropolitan Milwaukee Fair Housing Council – Fair Housing Center of Greater Madison to provide fair housing outreach and education to agencies that provide housing services and to consumers of housing; and to conduct formal investigations of complaints of housing discrimination;
- Applications for housing, and the resulting units, to be assisted with CDBG and HOME funds will be reviewed to assure that the housing is fully available to all residents of the community, regardless of race, color, national origin, gender, handicap, or familial status;
- Continue to enforce the County's Fair Housing Ordinance which may be found at: <http://danedocs.countyofdane.com/webdocs/pdf/ordinances/ord031.pdf>
- Dane County Department of Planning and Development will continue to staff a County Board committee called the Task Force for the Prioritized Revision of Chapter 10, Zoning, of the Dane County Code of Ordinances. The task force is systematically reviewing Dane County's Zoning Ordinance, Chapter 10 of the Dane County Code, for possible updates and amendments. The County has opted to go this limited, incremental route, as opposed to a wholesale, comprehensive rewrite of the entire ordinance. As part of their effort, the task force has established a running 'laundry list' of potential amendments, from which they periodically prioritize near-term amendments on which to work. Two amendments of note on their list include. "Allow for and promote smaller lot sizes, setbacks, road widths, zero (setback) lot lines, and other regulations that decrease housing costs, as defined in the BUILD Traditional Neighborhood Design draft ordinance, where appropriate," and accommodate assisted, multi-family senior housing." This last item has been proposed by the Dane County Towns Association and would be for assisted, multi-family senior housing in the rural, unincorporated areas of Dane County. Further information on the work of this Committee may be found at: <http://www.countyofdane.com/plandev/Chapter10.aspx> .
- \$296,465 (estimated) in CDBG and HOME funding will be provided to promote home ownership through assistance with down payment and closing costs for low-and-moderate income households;

- Up to \$340,883 in HOME funds will be provided for the construction of new rental housing or the rehabilitation of existing rental housing.

31. Describe the actions that will take place during the next year to foster and maintain affordable housing.

2014 Action Plan Barriers to Affordable Housing response:

ACTIONS TO REMOVE BARRIERS TO FOSTER AND MAINTAIN AFFORDABLE HOUSING

In addition to the actions cited to affirmatively further fair housing, it is proposed in 2014, that Dane County will provide \$290,000 (estimated) in CDBG and/or HOME funding for major home rehabilitation and minor home repairs to help maintain affordable owner-occupied housing.

Lead-based Paint

32. Describe the actions that will take place during the next year to evaluate and reduce the number of housing units containing lead-based paint hazards in order to increase the inventory of lead-safe housing available to extremely low-income, low-income, and moderate-income families, and how the plan for the reduction of lead-based hazards is related to the extent of lead poisoning and hazards.

2014 Action Plan Lead-based Paint response:

Dane County works to reduce lead-based paint hazards through making sure housing is lead-safe and by improving the detection and treatment of lead poisoning in children.

Dane County requires, via the agreements with subrecipients, compliance with the Lead-Based Paint requirements set forth in 24 CFR Part 35. This includes meeting the requirements for notification, identification and stabilization of deteriorated paint, identification and control of lead-based paint hazards, and identification and abatement of lead-based paint hazards. The *Protect Your Family From Lead in Your Home* pamphlet developed by the EPA, HUD, and the U.S. Consumer Product Safety Commission is also distributed.

The Wisconsin Department of Health and Family Services maintains an on-line database registry of properties that have been certified as Lead-Free/Lead-Safe. This Wisconsin Asbestos and Lead Database Online, known as WALDO, is of housing (single-family and apartments) and child occupied facilities, such as day care centers, that meet the lead-free or lead-safe property standards established under the State Administrative Code.

Through the City and County Board of Health Environmental Health Division, community education programs are provided. Information about lead is incorporated into the nutritional counseling conducted at the (Women, Infants, and Children) WIC Clinics held throughout the County. Evaluation of homes of children found to have elevated blood lead levels, as well as, consultation for renovation and remodeling are provided through this program.

HOMELESS

Specific Homeless Prevention Elements

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

33. Please describe, briefly, the jurisdiction's plan for the investment and use of available resources and describe the specific planned action steps it will take over the next year aimed at eliminating chronic homelessness by 2012. Again, please identify barriers to achieving this.

PY 2014 Action Plan Specific Homeless Prevention response:

AVAILABLE RESOURCES

At their June 7, 2012 meeting the County Board of Supervisors under Res. 20, 12-13 created the Homeless Issues Committee to explore issues of homelessness and their relationship to community service providers and resources within Dane County including, among other issues, public access to restrooms, showers, laundry, third party complaint systems, access to daytime storage of personal belongings, the ability to utilize public spaces free from harassment and other issues identified by community members.

In addition to providing \$25,000 in homeless prevention funds via the CDBG dollars to the Community Action Coalition for South Central Wisconsin, the County expects to (based on 2013 Adopted Budget):

Receive \$810,244 in HUD Shelter Plus Care funds. Funding is passed through to Housing Initiatives, Inc. for rental assistance for homeless persons who have a serious and persistent mental illness. Goals are to provide residential stability, to increase skill level and/or income, and to increase self-determination.

Earmark \$1.3 million in local General Purpose Revenue (County levy) funds to address housing and homeless support. These funds are administered by the Economic Assistance and Work Services Division of the Dane County Department of Human Services. Funds are distributed to purchase of service (POS) agencies in Dane County to provide short-term emergency shelter for homeless individuals and families and to assist families in securing permanent housing in the community. (Persons served may also be in the City of Madison). Funds may be provided to:

- Community Action Coalition for South Central Wisconsin, Inc. - \$148,726 to provide housing case management, emergency food services, and collection and distribution of clothing to needy families.
- The Road Home - \$19,796 to provide emergency shelter and meals, a day center, and housing counseling.
- Porchlight, Inc. - \$176,464 for the provision of overnight shelter, food, clothing, personal items, and advocacy services for homeless men.
- Salvation Army - \$908,230 for the operation of an on-site family and women emergency homeless shelter and a motel, food, and transportation voucher program for those persons housed off-site. This includes case management services.
- Tenant Resource Center - \$95,000 for the provision of housing counseling, referral services, mediation, and advocacy services to individuals in search of housing or in need of eviction prevention. This includes staffing a housing kiosk at the Dane County Job Center that provides information about available housing to the public.
- Young Women's Christian Association (YWCA) - \$141,605 for the provision of housing for homeless and transient women and families. This includes case management services.

HOMELESSNESS

The Homeless Services Consortium functions as the local Continuum of Care (CoC), recognized by the U.S. Department of Housing and Urban Development (HUD) as the local planning and decision-making body on programs funded with HUD's homeless assistance programs.

In March, 2005 the City of Madison, Dane County, and the United Way of Dane County held a symposium titled, "Housing For All Community Conversation." The ideas generated during this symposium were combined with other ideas developed through other Homeless Services Consortium planning efforts resulting in the development of *A Community Plan to Prevent and End Homelessness in Dane County* issued in April, 2006. This 10-year plan outlines three goals:

- Provide support services for homeless households and households at risk of homelessness to enable them to access and maintain stable housing.
- Provide a short-term safety net with the ability to help homeless households move to stable housing as quickly as possible.
- Provide an adequate inventory of affordable housing units for low-income households by creating new units or making existing units affordable.

The Plan which was updated in June 2011 may be found on the City of Madison web site at: http://www.cityofmadison.com/cdbg/docs/community_plan_to_end_homelessness_final.pdf

The Action Plan for each year seeks to further those goals.

ELIMINATING CHRONIC HOMELESSNESS

Barriers to eliminating chronic homelessness by 2012 include: lack of resources in terms of support services and an adequate inventory of affordable housing units, the volatility in the current economy, and time – 2012 has passed.

A primary emphasis in Dane County is on housing first – meaning addressing the housing needs of individuals and families first, then addressing the underlying conditions that contribute to homelessness. Two organizations in Dane County have recently undertaken successful capital campaigns to increase the inventory of affordable housing units for individuals and families who need greater support to remain housed.

In November, 2012 following a two-year capital campaign, known as Madison Cares, Porchlight, Inc. completed construction of two buildings of housing at 4002 Nakoosa Trail on Madison's east side designed to support the most challenged of those homeless in Dane County. Research demonstrates that housing with professional support services is the most successful in the long-term reduction of homelessness, particularly for those individuals that are most challenged with severe and persistent mental illnesses. One of the buildings has 14-units of single occupancy housing with a kitchen, offices and program space for Porchlight's Safe Haven program. This program is focused on shorter term housing to stabilize homeless persons with serious mental illnesses. Safe Haven has staff coverage 24 hours per day, 7 days per week. There are professional case managers on site during the day and night managers over night. The second 24-unit building provides efficiency apartments as permanent housing for homeless individuals. It is anticipated that many served through the Safe Haven program will be housed in this permanent housing. A case manager is assigned to provide professional assistance for those residents of the permanent housing.

In 2008, The Road Home launched the "Housing and Hope," campaign created for the purpose of raising \$4.5 million dollars to buy and renovate 30 apartments and to create an endowment called the "Forever Fund" to ensure the apartments remain affordable. This is a strategy to pair apartments with long-term support services for homeless families. As of November 2009 The Road Home purchased two eight-unit apartment buildings on Madison's north side to provide 15

low-income families with affordable housing, a community room, and on-site case management. In 2012, funds were finally realized that allowed the organization to purchase two more apartment buildings bringing the total number of units to 30.

34. Homelessness Prevention—The jurisdiction must describe its planned action steps over the next year to address the individual and families with children at imminent risk of becoming homeless.

PY 2014 Action Plan Specific Homeless Prevention response:

HOMELESSNESS PREVENTION

In 2014, Dane County as part of the Continuum of Care, will continue the objectives outlined in *A Community Plan to Prevent and End Homelessness in Dane County*. The overall goal is to provide support services for households at risk of homelessness to enable them to access and maintain stable housing.

Actions to address the needs of individuals and families with children who are at imminent risk of becoming homeless include:

- Increasing the availability of effective case management services
- Increasing financial resources to households so that they are able to afford the cost of housing
- Providing education to help households better manage their resources
- Build on efforts to improve relationships between those who need housing (tenants) and those who have housing (landlords)
- Protect the legal rights of tenants to ensure that all are treated without discrimination and within the boundaries of the law.

35. Discharge Coordination Policy—The jurisdiction must certify it established a policy for discharge of persons from publicly funded institutions or systems of care (such as health care facilities, foster care, or other youth facilities, or correction programs and institutions) in order to prevent such discharge from immediately resulting in homelessness for such persons. (91.225 (c)(10))

PY 2014 Action Plan Specific Homeless Prevention response:

DISCHARGE COORDINATION POLICY

The Discharge Coordination Policy is defined in federal law, state statutes, state administrative code, and local policy.

Youth

For youth in publicly funded out-of-home placements including foster homes, group homes, residential care centers, and correctional facilities, the Dane County Department of Human Services Children, Youth, and Families Division has primary responsibility for youth under its jurisdiction. Requirements are defined in federal law, including the Adoption and Safe Families Act (AFSA), state statutes, state administrative code, and local policy. The County's Permanency Planning policy (No. 83-11-10) states,

In order to ensure, in a timely manner, either the reunification of a child with his/her family or the location of another safe and permanent home, DCDHS must develop a written permanency plan for each child in out-of-home care. This plan, to be developed jointly with the parent or guardian, must specify the permanency goal for the child and detail the services to be provided to the child and family so they may achieve the identified goal. The permanency plan must be reviewed every six months to assess the appropriateness and safety of the child's placement and permanency goal, and to reevaluate the effectiveness of services in place to help the child achieve a safe and permanent home.

For all youth age 16 and over in out-of-home care, the County policy (No. 9305-03) requires that case plans describe programs and services to prepare the child for independent living. The plans must address the anticipated amount of time available for transition to independent living, the anticipated location/situation to which the youth will move, how the youth's independent living skills were or will be assessed, and a description of the services that have been or will be provided with expected outcomes and time frames for delivery.

Health Care

In accordance with 42 CDR 482.43(b)(3) and (60), local hospitals in Dane County have a discharge planning process in place that applies to all patients. The discharge plan includes an evaluation of the likelihood of a patient needing post-hospital services and housing options. All local hospitals have agreed upon a policy not to discharge patients to the streets. According to the hospitals, the first option is to work within a patient's natural support system (i.e. family members) in order to find an appropriate housing option in the community. If a patient has no natural support system they refer patients to a community option when available. The hospitals may fund a placement for a discharged patient in a motel if needed. The Salvation Army also has a medical voucher program through which persons with health care needs may be placed temporarily in motels until a more permanent solution is identified. William Middleton Veterans Hospital designates two staff who identify and assist homeless veterans. Most identified veterans are referred to the VA-funded transitional housing programs. HSC members have regular contact with hospital personnel to discuss options for preventing discharge to homelessness and may develop specific plans for each individual. HSC members also meet annually with local hospital social service staff to update them on services available to their homeless patients in the community.

Mental Health

The Wisconsin Department of Health and Family Services has protocol in place, per state statute (Sec. 51.35(5) Wis.Stats.), to prohibit discharge from DHFS-funded agencies to the streets or to a homeless shelter. This law prohibits placement into a shelter facility unless on an emergency basis and for less than 10 days. In Dane County, there has been an established continuum of aftercare arrangements in accordance with the level of support that an individual may need upon discharge from an institutional mental health setting. Aftercare is coordinated in conjunction with the Emergency Services Unit at the Journey Mental Health Center and the Community Housing and Resource Managers with Dane County Department of Human Services (DCDHS). The Emergency Services Unit provides inpatient monitoring and works with DCDHS to coordinate aftercare planning for persons leaving institutions. They work with appropriate county contracted agencies and primary case managers to implement a safe discharge plan. Aftercare placements include crisis homes, adult foster homes, group homes, or the person's own home with additional support services in place. The network of aftercare placements may include agencies in the HSC who provide transitional or long-term housing (Tellurian UCAN, YWCA, Porchlight, Inc.). The Recovery House at Journey Mental Health Center, where homeless individuals are routinely discharged from institutions, provides temporary housing until an alternative housing option is identified. The Recovery House is funded by Dane County.

Corrections (Jails and State/Federal Prisons)

It is standard practice for the Wisconsin Department of Corrections (DOC) to find community living arrangements for all those being released from its facilities. In partnership with the HSC, the Wisconsin State Legislature has allocated funds to be used for the transition of persons into appropriate housing situations. The DOC requires discharge planning to begin 180 days before a scheduled date of release from the Correctional System. The planning process, at a minimum, addresses housing, employment, treatment and reunification with family members. Parolees may be placed into halfway houses, transitional living programs, or long-term housing facilities, including non-HUD funded permanent housing programs of CoC members (Port St. Vincent, Seton House, Porchlight Inc., Tellurian UCAN, and the YWCA).

The Dane County Jail employs a Discharge Planner who works with inmates identified as having mental illness. As some of these inmates were homeless prior to incarceration, the jail staff can work directly with resources in the community in an effort to have the inmate connected at the time of discharge, minimizing the chance of a return to homelessness.

Emergency Shelter Grants (ESG)

36. If applicable, describe how the ESG matching requirements will be met.

PY 2014 Action Plan ESG response:

Not applicable.

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

PY 2014 Action Plan ESG response:

Not applicable.

NON-HOMELESS SPECIAL NEEDS HOUSING

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

* If not using the CPMP Tool: **Complete and submit Table 1B.**

* **If using the CPMP Tool:** *Complete and submit Needs Table/Non-Homeless Needs.*

38. Please describe any supportive housing activities being undertaken to address the priority housing needs of persons who are not homeless (elderly, frail elderly, persons with disabilities, persons with HIV/AIDS, persons with alcohol or other substance abuse problems).

2014 Action Plan Non-Homeless Special Needs response:

PRIORITIES AND SPECIFIC OBJECTIVES

The priorities and specific objectives Dane County hopes to achieve in 2014 are detailed in Table 1.

The focus in Dane County has been to integrate persons with special needs into the overall community fabric through the promotion of self-directed supports. This includes choices in residential supports. This has translated to an emphasis on maintaining people with disabilities in their own homes and apartments with live-in or come-in residential supports as needed. Persons tend to be served in one and two-person residential settings rather than larger group home settings.

The Dane County Department of Human Services administers state and local funds that provide services to address the special needs of persons who require supportive housing. Based on the 2013 Adopted Budget, funds are earmarked as follows:

- \$11.8 million in Long-Term Care funds for supportive home care services. Services are provided to persons throughout Dane County, including the City of Madison.
- \$3.9³ million in residential supports for persons with a mental illness. This includes funding for adult family homes, community-based residential facilities (CBRF), transitional living environments, group homes, and other residential support to enable persons to reside in the community. Services are provided to persons throughout Dane County, including the City of Madison.
- \$38.1 million toward purchase of service and self-directed (SDS) residential supports for persons with developmental disabilities. This includes funding toward supportive home care services, adult family homes, and other supports to enable persons to reside in their own homes. Services are provided to persons throughout Dane County, including the City of Madison.

COMMUNITY DEVELOPMENT

Community Development

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

***If not using the CPMP Tool:** Complete and submit Table 2B, Table 1C Summary of Specific Objectives.

*** If using the CPMP Tool:** Complete and submit the Needs Worksheets/Non-Housing Community Development and Summary of Specific Annual Objectives Worksheets or Summaries.xls

39. Identify the estimated amount of CDBG funds that will be used for activities that benefit persons of low- and moderate-income (an amount generally not to exceed ten percent of the total available CDBG funds may be excluded from the funds for which eligible activities are described if it has been identified as a contingency for cost overruns.)

2014 Action Plan Community Development response:

FUNDS BENEFITTING LMI PERSONS

Excluding CDBG funds for administration (\$195,753), it is estimated that 80% (\$626,411) or more of the funds will be used for activities that benefit persons of low-and-moderate income.

³ Does not include \$810,244 for HUD Shelter Care Plus funds earmarked for Housing Initiatives.

40.CDBG resources must include the following in addition to the annual grant:

a. Program income expected to be received during the program year, including:

i. The amount expected to be generated by and deposited to revolving loan funds;

PY 2014 Community Development response:

PROGRAM INCOME

Program income is generated through the sale of homes assisted under the home ownership and rehabilitation programs. This income fluctuates greatly from one year to the next. It is estimated that this will be in the \$10,000 range in 2014.

REVOLVING LOAN FUNDS

Program income is realized through the Commercial Revitalization Revolving Loan Fund (CRLF) as principal and interest payments are made and loans are repaid. This can fluctuate from one year to the next. It is estimated that this will be in the \$50,000 range in 2014.

The total amount expected to be received during the current program year from a float-funded activity described in a prior statement or plan.

PY 2014 Community Development response:

FLOAT FUNDED ACTIVITIES

There are no float-funded activities.

b. Program income received in the preceding program year that has not been included in a statement or plan;

PY 2014 Community Development response:

PROGRAM INCOME NOT INCLUDED IN A STATEMENT OR PLAN

All previously received program income has been included.

c. Proceeds from Section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives in its strategic plan;

PY 2014 Community Development response:

SECTION 108 LOAN GUARANTEES

There have been no proceeds from the Section 108 loan guarantee other than that used to repay the loan to HUD.

d. Surplus funds from any urban renewal settlement for community development and housing activities; and

PY 2014 Community Development response:

SURPLUS FUNDS

There are not any surplus funds from any urban renewal settlement.

e. Any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan.

PY 2014 Community Development response:

GRANT FUNDS RETURNED TO THE LINE OF CREDIT

No grant funds have been returned to the line of credit for which the planned use has not been included in a prior statement or plan.

41. NA If a jurisdiction intends to carry out a new CDBG float-funded activity, the jurisdiction's plan must include the following information:

f. For the program income included in 1(b) above, the jurisdiction should identify the month(s) and year(s) in which the program income will be received; and which of the following options it will take for each float-funded activity to address the risk that the activity may fail to generate adequate program income:

- i. amend or delete activities in the amount equal to any amount due from default or failure to produce sufficient income in a timely manner. (If this option is chosen, the action plan must include a description of the process it will use to select activities to be amended or deleted and how it will involve citizens in that process), OR**
- ii. obtain an irrevocable line of credit from a commercial lender for the full amount of the float-funded activity. (If this option is chosen, information on the float-funded activity in the action plan must include the lender and the terms of the irrevocable line of credit), OR**
- iii. agree to transfer general local government funds to the CDBG line of credit in the full amount of any default or shortfall within 30 days of the float-funded activity's failure to generate projected program income on schedule.**

PY 2014 Community Development response:

Not applicable.

41. Identify the jurisdiction's priority non-housing community development needs eligible for assistance by CDBG eligibility category specified in the Community Development Needs, public facilities, public improvements, public services and economic development. **(Use of Table 2B or the Community Development Needs Table is sufficient, additional narrative is not required)**

- a. For activity for which the jurisdiction has not yet decided on a specific location, such as when a jurisdiction is allocating an amount of funds to be used for making loans or grants to businesses or for residential rehabilitation, provide a description of who may apply for the assistance, the process by which the grantee expects to select who will receive the assistance (including selection criteria), and how much and under what terms the assistance will be provided.

PY 2014 Community Development response:

The CDBG Program administered by Dane County has established written policies and procedures for its programs including those for which specific locations are not identified in the 2014 Action Plan: homebuyer assistance, homeowner rehabilitation, microbusiness assistance and the Commercial Revitalization Revolving Loan Fund program. General guidelines and terms of assistance may be found in the RFPs on the County web site at: http://www.danecountyhumanservices.org/Providers/Applications/2014/2014_cdbg_applications_and_rfps.aspx.

Applications are processed on a first-come, first-serve basis by subrecipients. Beneficiaries must be residents of the participating municipalities in the Dane County Urban County Consortium.

42. Identify specific long-term and short-term community development objectives (including economic development activities that create jobs), developed in accordance with the statutory goals described in section 24 CFR 91.1 and the primary objective of the CDBG program to provide decent housing and a suitable living environment and expand economic opportunities, principally for low- and moderate-income persons.

(Use of Table 2B or the Community Development Needs Table and Summaries Table is sufficient, additional narrative is not required)

PY 2014 Community Development response:

Information is contained in Table 1 and in the Community Development Needs Table and Summaries Table.

43. An "urgent need" activity may be included in the action plan only if the jurisdiction certifies that the activity is designed to meet other community development needs having a particular urgency because existing conditions pose a serious and imminent threat to the health or welfare of the community and other financial resources are not available.

PY 2014 Community Development response:

The urgent needs activities in the prior year Action Plans stem from the 2008 flood and are primarily funded under the Wisconsin Department of Administration CDBG-EAP program. The jurisdiction has certified that the CDBG-funded activities from prior years are designed to meet other community development needs having a particular urgency because the existing conditions pose a serious and immediate threat to the health or welfare of the community and other financial resources are not available.

HOME/ American Dream Down payment Initiative (ADDI)

NA

44. Describe other forms of investment not described in § 92.205(b).

PY 2014 Action Plan HOME/ADDI response:

OTHER FORMS OF INVESTMENT

Dane County will only be using the forms of investment described under 24 CFR Part 92.205(b).

45. Describe how HOME matching requirements will be satisfied?

PY 2014 Action Plan HOME/ADDI response:

HOME MATCHING REQUIREMENTS

Matching fund requirements along with the needed documentation are specified in the subrecipient agreements.

Matching funds include non-federal cash sources, infrastructure, appraised land/real property, and site preparation, construction materials, and donated labor.

46. If the participating jurisdiction (PJ) will use HOME or ADDI funds for homebuyers, it must state the guidelines for resale or recapture, as required in § 92.254 of the HOME rule.

PY 2014 Action Plan HOME/ADDI response:

GUIDELINES FOR RESALE/RECAPTURE

Dane County will use the recapture provisions to recoup all or a portion of the assistance provided to homebuyers if the housing does not continue to be the principal residence of the family for the duration of the period of affordability. When the recapture requirement is triggered by a sale (voluntary or involuntary) of the housing unit and the net proceeds are not sufficient to recapture the full HOME investment, then Dane County will recapture the net proceeds, (if any).

47. Describe the policy and procedures the PJ will follow to affirmatively market housing containing five or more HOME-assisted units.

PY 2014 Action Plan HOME/ADDI response:

AFFIRMATIVE MARKETING

Dane County has adopted an Affirmative Marketing Plan for rental and homebuyer projects containing 5 or more HOME assisted housing units. Dane County's Affirmative Marketing Plan requires that all subrecipients of HOME funding submit an affirmative marketing plan that includes the following:

- a. Methods for informing the public, owners, and potential tenants about Federal fair housing laws and their fair housing policy (e.g., use of commercial media, use of community contacts, use of the Equal Housing Opportunity logo or slogan in press releases, solicitations to owners, and written communication);
- b. Requirements and practices each owner must adhere to in order to carry out affirmative marketing procedures and requirements;
- c. Procedures to be used by owners to inform and solicit applications from persons in the housing market area who are not likely to apply for the housing without special outreach (e.g., use of community organizations, places of worship, employment centers, fair housing groups, or housing counseling agencies);
- d. Addresses the items in CFR 92.351.

48. Describe actions to be taken to establish and oversee a minority outreach program within the jurisdiction to ensure inclusion, to the maximum extent possible, of minority and women, and entities owned by minorities and women, including without limitation, real estate firms, construction firms, appraisal firms, management firms, financial institutions, investment banking, underwriters, accountants, and providers of legal services, in all contracts, entered into by the PJ with such persons or entities, public and private, in order to facilitate the activities of the PJ to provide affordable housing under the HOME program or any other Federal housing law applicable to such jurisdiction.

PY 2014 Action Plan HOME/ADDI response:

MINORITY OUTREACH PROGRAM

In its agreement with subrecipients, Dane County requires organizations to make good faith efforts to include minority business enterprises in the implementation of projects.

In order to facilitate the use of minority and women owned businesses, Dane County maintains on its public website a listing of resources for small businesses, as well as, a listing of certified business enterprises. This includes those certified as a minority business, women business, disadvantaged business, and emerging small business. This may be found at: http://www.countyofdane.com/oeo/pdf/targeted_business_directory.pdf

The Dane County Office of Equal Opportunity provides learning and networking opportunities for minority businesses.

Section 3 Program

Dane County has partnered with the City of Madison CDBG Program, the City Community Development Authority (CDA), the City Department of Civil Rights, the Dane County Housing Authority, and the Dane County Office of Equal Opportunity to develop a uniform approach to the administration, implementation, and oversight of the Section 3 program. A Section 3 Plan is to be developed for each covered project in conjunction with the funding agency. This plan is to identify the efforts to be undertaken to notify Section 3 Business Concerns of employment, training, or contracting opportunities.

Efforts to notify Section 3 Business Concerns of employment, training, or contracting opportunities are to include one or more of the following actions:

- a. Notifying and sending bid packets to Section 3 Certified Business Concerns in Dane County listed on the National Association of Construction Contractors Cooperation web site at: <http://www.nacccusa.org>.
- b. Notifying and sending bid packets to Section 3 Certified Business Concerns in Dane County listed on the City of Madison web site at: <http://www.cityofmadison.com/finance/purchasing/vendor.cfm> and the Dane County web site at: http://www.danepurchasing.com/contract_compliance.aspx.
- c. Advertising the contracting opportunities through the local media, such as newspapers of general circulation, targeted newspapers, such as: *Asian Wisconszine, Capitol City Hues, LA-Comunidad News, Madison Times Weekly Newspaper, UMOJA*, and other local newspapers, such as: *Cambridge News, DeForest Times, McFarland Thistle Middleton Times-Tribune, Mount Horeb Mail, Oregon Observer, Stoughton Courier Hub, Sun Prairie Star, The Herald Independent, The Verona Press*.
- d. Notifying and sending bid packets to the following organizations requesting that they pass the information along to interested businesses:

African American Black Business Association
P.O. Box 1544
Madison, WI 53701-1544

Latino Chamber of Commerce of Dane County
2300 S Park ST
Madison, WI 53703
president@camaralatinadecomercio.org
(608) 698-6256

Madison Development Corporation
ATTN: President
550 W Washington AVE
Madison, WI 53703
(608) 256-2799

Wisconsin Women's Business Initiative Corporation
ATTN: WBC Director
2300 S Park ST, STE 103
Madison, WI 53713
(608) 257-5480

The annual Section 3 Work Plan that is developed has a marketing component to help make more businesses aware of the opportunity and process for becoming Section 3 qualified.

49. **NA** If you intend to use HOME funds for Tenant-Based Rental Assistance, describe the local market conditions that led to the use of the HOME funds for a tenant-based rental assistance program.

PY 2014 Action Plan HOME/ADDI response:

TENANT BASED RENTAL ASSISTANCE

Not applicable.

50. **NA** If the TBRA program will target or provide preference for a special needs group, identify that group from the Consolidated Plan as having an unmet need and show that the preference is needed to narrow the gap in benefits and services received by that population?

PY 2014 Action Plan HOME/ADDI response:

Not applicable.

51. **NA** If the PJ will use HOME funds to refinance existing debt secured by multifamily housing that is that is being rehabilitated with HOME funds, it must state its refinancing guidelines required under § 92.206(b). The guidelines shall describe the conditions under which the PJ will refinance existing debt. At a minimum these guidelines must:

- a. Demonstrate that rehabilitation is the primary eligible activity and ensure that this requirement is met by establishing a minimum level of rehabilitation per unit or a required ratio between rehabilitation and refinancing.
- b. Require a review of management practices to demonstrate that disinvestments in the property has not occurred; that the long-term needs of the project can be met; and that the feasibility of serving the targeted population over an extended affordability period can be demonstrated.
- c. State whether the new investment is being made to maintain current affordable units, create additional affordable units, or both.
- d. Specify the required period of affordability, whether it is the minimum 15 years or longer.
- e. Specify whether the investment of HOME funds may be jurisdiction-wide or limited to a specific geographic area, such as a neighborhood identified in a neighborhood revitalization strategy under 24 CFR 91.215(e)(2) or a Federally designated Empowerment Zone or Enterprise Community.
- f. State that HOME funds cannot be used to refinance multifamily loans made or insured by any federal program, including CDBG.

PY 2014 Action Plan HOME/ADDI response:

Not applicable.

52. **NA** If the PJ is going to receive American Dream Down payment Initiative (ADDI) funds, please complete the following narratives:

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

PY 2013 Action Plan HOME/ADDI response:

Not applicable.

Housing Opportunities for People with AIDS NA

**If not using the CPMP Tool: Complete and submit Table 1B.*

**If using the CPMP Tool: Complete and submit Needs Table/HOPWA.*

53. Provide a Brief description of the organization, the area of service, the name of the program contacts, and a broad overview of the range/ type of housing activities to be done during the next year.

PY 2014 Action Plan HOPWA response:

Not applicable.

54. Specify the one-year goals for the number of low-income households to be provided affordable housing using HOPWA funds for short-term rent, mortgage, and utility payments to prevent homelessness; tenant-based rental assistance, units provided in housing facilities that are being developed, leased, or operated.

PY 2014 Action Plan HOPWA response:

Not applicable.

55. Please describe the expected trends facing the community in meeting the needs of persons living with HIV/AIDS and provide additional information regarding the administration of services to people with HIV/AIDS.

PY 2014 Action Plan HOPWA response:

Not applicable.

56. Identify the method for selecting project sponsors (including providing full access to grassroots, faith-based and other community organizations).

PY 2014 Action Plan HOPWA response:

Not applicable.

57. Please note any evaluations, studies or other assessments that will be conducted on the local HOPWA program during the next year.

PY 2014 Action Plan HOPWA response:

Not applicable.

Other Narrative

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

Analysis of Impediments to Fair Housing Choice in Dane County Workplan 2013

3.28.2013

AI Recommendation	2013 Strategies/Goals	Responsibility	Timeline
<p>1. Increase the Development of Affordable Housing: Explore a variety of options to provide affordable housing including rehabilitation and revitalization, reuse of vacant structures, housing assistance for existing units, greater use of modular and prefabricated housing. Investigate the connection between location of affordable housing and access to public and community services to reduce total costs for LMI households.</p>	<p>48 units of owner-occupied housing are expected to receive major home rehab, minor home repairs, and/or accessibility modifications in 2013.</p> <p>8 households in 2013 are expected to receive mortgage reduction assistance to purchase single-family housing units.</p> <p>2 units of new single-family homes will be developed in 2013.</p>	Dane County CDBG/HOME Program	
<p>2. Land Use and Development: Increase awareness of the consequences of codes and ordinances that limit or prevent the development of affordable housing.</p>	<p>Review Chapter 2 of the Dane County Comprehensive Plan and the summary of potential ordinance amendment compiled by the Chapter 10 Task Force. Provide feedback to the Chapter 10 Task Force regarding any additional zoning ordinance improvements and priorities.</p>	Dane County CDBG/HOME Commission. Staff will coordinate with the staff from the Chapter 10 Task Force.	
<p>3. Rental Housing – monitor local vacancy rates and solicit proposals from private developers to assist in developing affordable housing in locations situated in close proximity to employment concentrations, good, services, and public transit.</p>	<p>15 units of affordable rental housing, 10 of which will be HOME-assisted are pending construction in the Village of Waunakee. These are expected to be completed in 2014.</p>	Dane County CDBG/HOME Program	
<p>4. Develop additional transitional housing.</p>	<p>Provide funding to Domestic Abuse Intervention Services for the planning and design work for a new facility that</p>		

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	will include a mix of residential, program, and office space. This multi-year project will include 56 shelter beds.		
5. Fair Housing Discrimination and Complaints: Review statistics on the resolution of fair housing complaints. Conduct additional publicity efforts to alert homeowners in Dane County of the services available and work with local lending institutions and other groups to inform and educate homeowners regarding their rights.	This is to be included in the Fair Housing contract.		
6. Social Cultural Challenges: Make additional efforts to increase information to non-native speakers and others that have difficulty with English to help them obtain and maintain stable housing.	Language is contained in the County contracts that require subrecipients to provide materials and staff or access to interpreters that are culturally appropriate.		
7. Protected Classes: Conduct additional education and outreach to the community and providers regarding the additional protected classes added to the Dane County Fair Housing Ordinance.	This is to be included in the Fair Housing contract.		
8. Education and Outreach: Continue providing education and outreach on general and specific issues related to fair housing.	Dane County will continue to contract with the Fair Housing Center to provide education and outreach on issues related to fair housing.	Dane County CDBG/HOME Program and the Dane County Office of Economic Opportunity.	

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