

CR-05 - Goals and Outcomes

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

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

Though COVID- 19 had a great impact on the programs, The City was able to prioritize the needs of the community and continue to service families and multiple ways. Use of COVID funding was also utilized to extend reach to areas impacted by the pandemic.

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

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

Goal	Category	Source / Amount	Indicator	Unit of Measure	Expected – Strategic Plan	Actual – Strategic Plan	Percent Complete	Expected – Program Year	Actual – Program Year	Percent Complete
Acquisition Development Resale	Affordable Housing	CDBG: \$ / HOME: \$	Homeowner Housing Added	Household Housing Unit	10	0	0.00%			
Code Enforcement - Inspections	Non-Housing Community Development Housing Rehab	CDBG: \$	Housing Code Enforcement/Foreclosed Property Care	Household Housing Unit	30	23	76.67%			
Code Enforcement - Neighborhood Clean-Up	Non-Housing Community Development	CDBG: \$	Other	Other	10	0	0.00%			

Code Enforcement - Smoke and CO Detectors	Code Enforcement, Neighborhood Safety, Public Service	CDBG: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	250	0	0.00%			
Demolition	Non-Housing Community Development Blight Fight	CDBG: \$	Buildings Demolished	Buildings	35	0	0.00%			
Exterior Paint/Siding Housing	Neighborhood Stabilization, Enhancement, Code Enforcement, Preserving of Existing Housing Stock	CDBG: \$	Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit	Households Assisted	55	0	0.00%			
Exterior Paint/Siding Housing	Neighborhood Stabilization, Enhancement, Code Enforcement, Preserving of Existing Housing Stock	CDBG: \$	Jobs created/retained	Jobs	5	0	0.00%			
Fair Housing	Non-Housing Community Development Fair Housing Activities	CDBG: \$	Other	Other	25	0	0.00%			

Home Repairs	Home Repairs	CDBG: \$	Homeowner Housing Rehabilitated	Household Housing Unit	500	23	4.60%	30	23	76.67%
Homebuyer Assistance/Education	Affordable Housing	CDBG: \$ / HOME: \$	Homeowner Housing Added	Household Housing Unit	15	0	0.00%			
Housing	Affordable Housing	HOME: \$	Homeowner Housing Added	Household Housing Unit	5	0	0.00%	2	2	100.00%
Housing	Affordable Housing	HOME: \$	Jobs created/retained	Jobs	5	0	0.00%			
Improved Neighborhoods	Non-Housing Community Development Economic Development	CDBG: \$ / CDBG-CV: \$17398	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	0	0		500	0	0.00%
Improved Neighborhoods	Non-Housing Community Development Economic Development	CDBG: \$ / CDBG-CV: \$17398	Jobs created/retained	Jobs	5	0	0.00%			
Improved Neighborhoods	Non-Housing Community Development Economic Development	CDBG: \$ / CDBG-CV: \$17398	Other	Other	3	0	0.00%	10	0	0.00%
Legal Services	Education, Outreach, Public Service	CDBG: \$	Other	Other	10	0	0.00%			

Match Funding	Non-Housing Community Development	CDBG: \$	Other	Other	10	0	0.00%				
Neighborhood Policing	Non-Housing Community Development	CDBG: \$	Other	Other	25	0	0.00%				
Owner Occupied Rehabilitation	Home Repairs	CDBG: \$	Homeowner Housing Rehabilitated	Household Housing Unit	350	0	0.00%				
Public Facilities Improvement	Non-Housing Community Development	CDBG: \$ / CDBG-CV: \$298792	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	0	35445		500	35445	7,089.00%	
Public Facilities Improvement	Non-Housing Community Development	CDBG: \$ / CDBG-CV: \$298792	Facade treatment/business building rehabilitation	Business	0	0		0	0		
Public Facilities Improvement	Non-Housing Community Development	CDBG: \$ / CDBG-CV: \$298792	Businesses assisted	Businesses Assisted	0	6		0	6		
Public Facilities Improvement	Non-Housing Community Development	CDBG: \$ / CDBG-CV: \$298792	Other	Other	3	0	0.00%	500	0	0.00%	

Public Service Opportunities	Non-Housing Community Development	CDBG: \$ / CDBG-CV: \$102000	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	0	0		500	0	0.00%
Public Service Opportunities	Non-Housing Community Development	CDBG: \$ / CDBG-CV: \$102000	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	50	3486	6,972.00%	0	3486	
Public Service Opportunities	Non-Housing Community Development	CDBG: \$ / CDBG-CV: \$102000	Homeowner Housing Rehabilitated	Household Housing Unit	10	0	0.00%			
Rental Rehabilitation Program	Affordable Housing	CDBG: \$ / HOME: \$22565	Rental units rehabilitated	Household Housing Unit	15	0	0.00%	2	4	200.00%
Senior Assistance	Non-Homeless Special Needs	CDBG: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	375	0	0.00%			
Streets	Non-Housing Community Development	CDBG: \$	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	500	0	0.00%			
Youth Opportunities	Non-Housing Community Development Youth Experiences	CDBG: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	2500	0	0.00%	120	80	66.67%

Youth Opportunities	Non-Housing Community Development Youth Experiences	CDBG: \$	Jobs created/retained	Jobs	4	0	0.00%	3	0	0.00%
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Table 1 - Accomplishments – Program Year & Strategic Plan to Date

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

Our CDBG programs addressed priorities of safe housing, youth development and other services. CV funds were utilized to assist small business retailers in maintaining their businesses, granted funds to keep youth active and provided food assistance to those in need.

CR-10 - Racial and Ethnic composition of families assisted

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

91.520(a)

	CDBG	HOME
White	13	2
Black or African American	10	2
Asian	0	0
American Indian or American Native	0	0
Native Hawaiian or Other Pacific Islander	0	0
Total	23	4
Hispanic	0	0
Not Hispanic	0	4

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

Narrative

The families assisted shows that there was about an even assist to both white and Black/ african american families. The totla families served for the year wear 23 for CDBG and 4 families for HOME.

CR-15 - Resources and Investments 91.520(a)

Identify the resources made available

Source of Funds	Source	Resources Made Available	Amount Expended During Program Year
CDBG	public - federal	994,698	698,970
HOME	public - federal	343,362	22,776
Other	public - federal	794,654	345,799

Table 3 - Resources Made Available

Narrative

CDBG allocations were almost completed spent as expected.

Home programs were identified through the acquisition of 2 properties for total rehabilitation. No work performed but all set for 2 affordable housing units through rehabilitation.

CDBG- CV funds that came to us to prepare for, prevent, and respond to the pandemic/COVID-19 were used to create new programs. The work performed for the public was initiated because of the challenges presented to this community of citizens, businesses, children and other income bearing factors.

Identify the geographic distribution and location of investments

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description
Muskegon	100	100	city limits
Muskegon Heights			
Norton Shores			

Table 4 – Identify the geographic distribution and location of investments

Narrative

CDBG programs were not hindered too much- 23 families were served, and within the HOME programs we did have great success. There were 4 new units completed for affordable housing rentals and we were able to complete and sell 2 affordable homes to income eligible families.

COVID fund activities consisted of Child Care, Utility Assistance, Business recovery, Food Assistance, Youth opportunities, and Park enhancements because of usage. As a result, we accomplished what we set out to do which improved the families of our city, supported the businesses and met the needs of vulnerable individuals and families.

Leveraging

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

Our federal funds were able to be paired with Muskegon County Senior Millage dollars, DTE assistance for a multi-housing improvement as well as a state funded Lead program to address families receiving Medicaid. Leveraging funds with our program resources allowed flexibility of circumstances within households in need. The ability to meet the urgent needs of the families who income qualified for services. Broad review of housing needs led us to the solution to leverage as much as we can to get the job(s) done.

Fiscal Year Summary – HOME Match	
1. Excess match from prior Federal fiscal year	0
2. Match contributed during current Federal fiscal year	0
3. Total match available for current Federal fiscal year (Line 1 plus Line 2)	0
4. Match liability for current Federal fiscal year	0
5. Excess match carried over to next Federal fiscal year (Line 3 minus Line 4)	0

Table 5 – Fiscal Year Summary - HOME Match Report

Match Contribution for the Federal Fiscal Year								
Project No. or Other ID	Date of Contribution	Cash (non-Federal sources)	Foregone Taxes, Fees, Charges	Appraised Land/Real Property	Required Infrastructure	Site Preparation, Construction Materials, Donated labor	Bond Financing	Total Match

Table 6 – Match Contribution for the Federal Fiscal Year

HOME MBE/WBE report

Program Income – Enter the program amounts for the reporting period				
Balance on hand at begin-ning of reporting period \$	Amount received during reporting period \$	Total amount expended during reporting period \$	Amount expended for TBRA \$	Balance on hand at end of reporting period \$
334,828	343,362	56,257	0	620,925

Table 7 – Program Income

Minority Business Enterprises and Women Business Enterprises – Indicate the number and dollar value of contracts for HOME projects completed during the reporting period						
	Total	Minority Business Enterprises				White Non-Hispanic
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	
Contracts						
Dollar Amount	234,560	0	0	0	0	234,560
Number	2	0	0	0	0	2
Sub-Contracts						
Number	1	0	0	1	0	0
Dollar Amount	5,200	0	0	5,200	0	0
	Total	Women Business Enterprises	Male			
Contracts						
Dollar Amount	239,760	0	239,760			
Number	3	0	3			
Sub-Contracts						
Number	0	0	0			
Dollar Amount	0	0	0			

Table 8 - Minority Business and Women Business Enterprises

Minority Owners of Rental Property – Indicate the number of HOME assisted rental property owners and the total amount of HOME funds in these rental properties assisted						
	Total	Minority Property Owners				White Non-Hispanic
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	
Number	1	0	0	0	0	1
Dollar Amount	100,000	0	0	0	0	100,000

Table 9 – Minority Owners of Rental Property

Relocation and Real Property Acquisition – Indicate the number of persons displaced, the cost of relocation payments, the number of parcels acquired, and the cost of acquisition						
Parcels Acquired		0		0		
Businesses Displaced		0		0		
Nonprofit Organizations Displaced		0		0		
Households Temporarily Relocated, not Displaced		0		0		
Households Displaced	Total	Minority Property Enterprises				White Non-Hispanic
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	
Number	0	0	0	0	0	0
Cost	0	0	0	0	0	0

Table 10 – Relocation and Real Property Acquisition

CR-20 - Affordable Housing 91.520(b)

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

	One-Year Goal	Actual
Number of Homeless households to be provided affordable housing units	0	0
Number of Non-Homeless households to be provided affordable housing units	35	23
Number of Special-Needs households to be provided affordable housing units	0	0
Total	35	23

Table 11 – Number of Households

	One-Year Goal	Actual
Number of households supported through Rental Assistance	5	4
Number of households supported through The Production of New Units	0	4
Number of households supported through Rehab of Existing Units	1	2
Number of households supported through Acquisition of Existing Units	1	2
Total	7	12

Table 12 – Number of Households Supported

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

During the pandemic, we were limited with furloughs and social mandates that altered the goals. The city closed its doors to the public, reduced work days, and working from home were all factors that affected the production of housing improvements. These limits did not stop the work but slowed it down. After the COVID-19 changes, staff was able to rebound and assist 23 families for the 2020 year.

Discuss how these outcomes will impact future annual action plans.

It is hard to fully know the impact for our future and if we can go back to normal with present challenges of higher costs. We know more about what challenges we have to meet to continue pushing toward affordable housing opportunities. Presently, we have funding to complete the goals set as we move toward a new normal.

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

Number of Households Served	CDBG Actual	HOME Actual
Extremely Low-income	1	9
Low-income	2	6
Moderate-income	1	8
Total	4	23

Table 13 – Number of Households Served

Narrative Information

The work performed in the middle of coronavirus was limited but the numbers that we celebrate speak for themselves! Staff was able to communicate in a different manner, organize willing contractors with social distance requirements, and complete new projects. The overall benefit is that we didn't stop the process we were able to re-organize how work was performed.

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

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

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

The city has made great progress as a board member of the Continuum of Care (CoC) to help reduce homelessness in our community. Regionally, the cities of Muskegon Heights and Norton Shores are represented as well, and our focus is to meet objectives set by the CoC board to reach this critical population.

Addressing the emergency shelter and transitional housing needs of homeless persons

The Continuum of Care board has the shelter agency present and informs the board of the needs of homeless persons. The Muskegon Area Mission supports females and males who are single or households that need shelter.

Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: likely to become homeless after being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); and, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs

Our home repair program is designed to assist homeowners who have a priority housing issue that could displace them from their home because of plumbing, electrical, mechanical or critical structure deficiencies. The help provided by the city that allows a household to receive assistance allows them the ability to remain in their home.

In addition, we also offer homebuyers assistance to those who are wanting to transition to a more permanent housing solution and purchase a home. These funds offer down payment assistance that are applied to closing cost.

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

The CoC is an organization in pursiut of helping homeless persons find affordable housing in our community. The City has participated in a board capacity to structure and facilitate housing opportunities that prevent housed homeless families from experiencing another homeless scenario.

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

Actions taken to address the needs of public housing

Muskegon Housing Commission has representation of city staff on the Board to assist with the needs of those that in public housing. As a benefit to the Housing Commission, the city manager appoints board members as necessary. The needs of public housing and other programming is in consideration of the city of Muskegon's interest to address potential needs.

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

Public housing residents are known to be at a fixed-income status and because of this their likelihood to become a homeowner is rare. However, the opportunity to use homeownership has not been given in the past 10 years. Other strategies to encourage management were to include residents in decision making and changes to the public housing facility. A resident board is again, active and working with PHA staff to oversee the tenants issues and concerns.

Actions taken to provide assistance to troubled PHAs

Our local Muskegon Housing Commission (PHA) does not have a troubled status.

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

Actions taken to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment. 91.220 (j); 91.320 (i)

Negative effects of policies that can be a barrier to housing is a planning department direction to address old zoning ordinances. The approach taken to complete an updated view of housing choice for our community and developers was achieved through rezoning of parcels in our eligible census tracts and our city is a redevelopment ready community.

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

The underserved needs of our community required the location of resources. Our office has been able to remove the obstacle of financing programs through the access of other grants. We have also ensured to keep 211 updated on programs that are offered through our offices.

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

We have a state funded program for Lead Based Paint hazards but mostly, every affordable housing unit produced is cleared of Lead-based paint hazards through abatement and remediation.

Our HOME funded units through Rental Rehab or Homeowner programs address lead as a required feature of renovations. Our programs include this action up front before rehabilitation can take place, and the properties are cleared to ensure safety of future residents.

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

We offer grants to local businesses to stay open but importantly more than that- to hire more workers.

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

Institutional structure is developed through trial and success of building a strong community. Organized neighborhood associations are other ways to improve living environments one household at time. Through our Priority Housing Repair program, we go to the homes of citizens requesting help to stabilize their living environment. Doing this annually develops the institution of a good place to live and it structures our city to be appealing to others who choose to live here, play here and work here.

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

Our social service agencies in our community have always been a partner to address the needs of our income challenged families. We work with the Department of Health and Human Services, Community Foundation and we receive referrals from many organizations that focus on housing, health and public need.

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

Our response to overcoming impediments identified of our jurisdiction occurred by contracting with the Fair Housing Center of West Michigan who review the HMDA reporting of the past years to show how our Banks are helping families. We met with local banks and lenders and shared how we can do better in a fair and impartial manner to overcome prejudice and discrimination. Using the FHCWM to help us survey our community residents, educate our local banks, realtors, rental owners, and ourselves to overcome hidden or visual disparities in our jurisdiction.

CR-40 - Monitoring 91.220 and 91.230

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

Homelessness is an ongoing issue that is being addressed by our Continuum of Care board for which the city of Muskegon is a member. The partnership with other local agencies is crucial to set goals and objectives that monitor the activities of outreach to assist minorities, low-income and no income households. Working together to review standards set forth to improve the availability of housing and evaluate the progress.

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

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

As we update the Citizen Participation Plan to include additional ways to notify the public through virtual arenas- Facebook, Website, Instagram, and postings. We do provide reasonable notices at least 10 days in advance for 15, 20 and 30 day comment periods. It has been a big effort from our Information Technology department and the Clerk's office to assist us in this effort.

CR-45 - CDBG 91.520(c)

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

The COVID 19 pandemic brought additional funds to our program. We were able to assist our community in a variety of ways to respond to, prepare for and prevent the spread of the coronavirus. The budget consisted of the following:

UTILITY ASSISTANCE

Due to the loss of employment experienced by the pandemic, utility assistance programs were created to assist residence with water bills and assistance was given to small business to hinder the need to close their businesses.

The City was able to continue existing programs.

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

No

[BEDI grantees] Describe accomplishments and program outcomes during the last year.

CR-50 - HOME 91.520(d)

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

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

Monitoring HOME assisted rentals happen every 3 years and the next cycle will be 2024. The monitoring process reviews occupants, rents, and code compliance of the property standards. During the monitoring process, the intent is to verify compliance with honoring the requirements of having a unit that has no code violations, and that the occupants qualify to live there.

This year a CHDO agency completed a 4 -unit modular in our Nelson Neighborhood. One of the units is ADA compliant while the others are available to families in need of affordable housing opportunities with 2 bedrooms. Each of the units are leased to eligible households.

Inspections of the 23 units posed some issues to be corrected:

Paint, Tree trimming, removal of nails protruding,

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

The City continues to promote decent and affordable housing by providing newly rehabilitated and constructed homes to low income families. We also partner with our CHDO, Community enCompass, to help build low income rental and homebuyer properties. The production of more affordable housing units each year help to provide choice and opportunity.

Our Affirmative Marketing Plan will be reviewed and updated to highlight and include areas of concern given the current factors post pandemic. However, the intent of our Marketing Plan has not changed.

Refer to IDIS reports to describe the amount and use of program income for projects, including the number of projects and owner and tenant characteristics

The City used HOME- CHDO funds to develop a multi- family rental for low income families that completed in 2020 and has been fully rented. Characteristics of the tenants are single family, white, black, mix raced, and senior citizen. One unit also houses someone who has transitioned from homelessness and lives with disabilities in an ADA compliant housing unit.

As requested, we used program income to promote home ownership by making home purchases reasonable, safe and affordable. Staff surpassed all records of assisting 23 buyers utilizing \$90,928 PI funds. The composition consisted of 4 Males/19 Females;7 single person households/13 single parents/1 married/2 divorced; 4 under 50% AMI and 19 over 50% AMI of which race was calculated 9 Black/12 white/1 Hispanic.

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

Our designated programs utilizing HOME funds are to produce affordable housing units in our city. The monitoring of completed units is necessary to maintain a list of units that are safe for families. In addition, the process of partnering with other large scale developers is in focus. Upcoming Brownfield developments will offer another way to foster and maintain a yearly schedule of the creation of affordable housing.