

City of Lawrence CDBG/HOME Programs Grant Application

I. Cover Sheet

Please use this cover sheet as the first page of your proposal. No cover letters, please.

Agency Name: Lawrence-Douglas County Housing Authority

Mailing Address: 1600 Haskell Avenue, Lawrence, Kansas 66044

Program Address, if different than above: _____

Contact Name: Barbara Huppee Phone: (785) 830-2250

Contact Title: Executive Director

E-mail (required): bhuppee@ldcha.org Fax : (785) 842-9596

Date : November 26, 2007

Mission of organization:

The mission of the organization is to provide safe, decent and affordable housing to the low income population of Lawrence and Douglas County Kansas.

II. Project Information

Requested \$ 300,000 Request is 100 % of project budget and 4% of agency budget.

Attachment Checklist

- Department approval, if applicable
- List of officers and board members and their principal occupations (one per agency)
- Most recent annual report and financial statement (one per agency)
- Budget for proposed project, including revenues and expenses (one per project)

Project Type

(Check all that apply)

- Strengthen Neighborhoods
- Movement to housing
- Emergency Assistance
- Affordable Housing
- Housing Counseling
- Home Ownership
- Improve Housing Stock

Funding Need

(Check all that apply)

- New program
- Existing program
- Public Service
- Capital Improvement
- Other (describe) _____

Please use the space provided on this cover page rather than an attachment to respond to the following:
Fifty-word summary description of the project:

This application is to maintain the level of housing assistance received in 2006 for transitional housing for the city's homeless and hard to house population. Funds under this project are used to provide rent subsidies to private landlords on behalf of low income homeless individuals and families.

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III. Narrative

Please use attachments to answer the following questions in the order presented. Limit your total response to four pages, using standard one-inch margins, single-spacing and 12-point font.

1. What is the situation, problem or opportunity this grant will address?
2. How will this grant support the mission of the organization?
3. How many people will be served by this grant and what percentage are low-moderate income (describe method of verification)?
4. What resources are currently available to dedicate to the project, including staff, volunteers, existing funds and community partners?
5. How is this approach to the issue unique or collaborative and what gives it a high likelihood of success?
6. How will success be measured and how will you continue to fund this project once grant funds are expended?
7. What is the organization's timeline for achieving the objectives of the grant?
8. What other funding sources have been approached and what have the responses been?
9. Describe the agency philosophy and practices regarding recycling and other "green" practices.

IV. Project Budget

Please attach a one-page budget for the project, showing proposed revenues and expenses.

IV. Required Attachments

1. City department approval, if project will require work with or by other City departments
2. List of officers and board members and their principal occupations (neighborhoods included)
3. Most recent annual report and financial statement
4. Project Budget

Submit 13 stapled paper copies and one electronic copy of your proposal by 5:00 p.m. **December 3, 2007:**

Community Development Division, Development Services
1 Riverfront Plaza, Suite 110
Lawrence, KS 66044

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III. Narrative

1. What is the situation, problem or opportunity this grant will address?

This grant will address the needs of the homeless. The homeless continue to be a population in need of housing and support services. The HOME TBRA Transitional Housing Program is the only program in Lawrence that provides permanent housing to homeless individuals. Included in the definition of homeless are families who are doubled up living with someone else. No other HUD housing program allows this definition. This application is to maintain funding for transitional housing for the homeless.

2. How will this grant support the mission of the organization?

The LDCHA mission is to provide affordable housing. The LDCHA is the public agency charged with developing affordable rental housing to address the needs of the low income. TBRA funds will be used by eligible families and individuals including the homeless to provide housing assistance.

3. How many people will be served by this grant and what percentage are low-moderate income (describe method of verification)?

This request will be able to support rent assistance for up to 30 families per year for two years after which they are transferred to Section 8 assistance. These projects will be carried out in conformance with the existing agency procedures for family public housing and Section 8 Housing Choice Voucher Program and the MTW Program. At application, admissions, and annually thereafter all beneficiaries must self declare their total household composition, income, list income sources, and provide documentation which is then verified by LDCHA staff with the source (third party verification). In addition, the LDCHA does computer matching with the Social Security Administration, SRS, and the Department of Human Resources for all applicants and residents. One hundred percent of these families and individuals are low income.

4. What resources are currently available to dedicate to the project, including staff, volunteers, existing funds and community partners?

This project will be carried out in conformance with existing agency procedures for family public housing and Section 8 Housing Choice Voucher Program and the MTW program. These program functions are shared by two agency departments, General Housing and Program and Property Management which include a total of 11 staff. The agency has a long history of partnering with other agencies and entities in order to bring the full range of health, mental health, education, recreation and other human services to our resident participates. These entities include 47 public, private and corporate organizations that provide services and/or funding to address the scope of the issues that confront individuals and families in the course of their lives. The transitional housing program will also have support services provided by the LDCHA Resident Services Program and the transitional housing support services plans operated by support service agencies listed below. The LDCHA receives Federal rent subsidy directly from HUD to support the rents of low income families participating on the Section 8 program.

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As administrators of the program the agency earns an administrative fee from HUD which pays for the personnel and non personnel costs to run the program. On the public housing side the agency receives operating subsidy which pays for approximately 30 percent of the annual cost to operate the public housing program. The remainder of the costs is paid for by tenant rents.

5. How is this approach to the issue unique or collaborative and what gives it a high likelihood of success?

The LDCHA has been receiving HOME TBRA funds since 1995. This application is to maintain funding. HOME TBRA funds are used for transitional housing for the homeless in partnership with the Salvation Army, Cottonwood, Bert Nash, SRS, Independence, Inc. Catholic Charities, and Lawrence Community Shelter. The LDCHA provides rent assistance and in some cases security and utility deposits assistance, and the social service agencies provide the support services that the family or individual needs to help them overcome the problems that contributed to them becoming homeless in the first place. This collaboration of housing assistance and support services keeps a focus on the family and individual to help them learn new skills and behaviors that will help them be successful. Considering that families and individuals who are homeless are multi-problem families and individuals, this approach has a greater success rate than in cases where no support services are offered.

The Mayor's Taskforce on Homeless Concerns recommended to the City Commission that it continue to provide HOME TBRA funds to the LDCHA so that it can continue to provide housing assistance to the homeless. The HOME TBRA Transitional Housing Program is the only program in Lawrence that provides permanent housing to the homeless.

6. How will success be measured and how will you continue to fund this project once grant funds are expended?

Since this program was first funded by the city the LDCHA has housed more than 300 homeless families and individuals. Success is measured in several ways. First there is the lease up rate. This program is always 100 percent leased up. In fact the LDCHA 2007 HOME grant was completely obligated the first month funds were received. The second measure of success is the success rate of the family and individual in keeping and maintaining their housing assistance. In the past three years the success rate of this program has been 90 percent. This project is administered consistently with all other LDCHA housing programs.

The Mayor's Taskforce on Homeless Concerns recommended to the City Commission that it continue to provide HOME TBRA funds to the LDCHA so that it can continue to provide housing assistance to the homeless. The HOME TBRA Transitional Housing Program is the only program in Lawrence that provides permanent housing to the homeless. HOME TBRA has always been a two-year time limited program. After two years the participant is transferred to the Section 8 program. If this grant was not renewed participants would be transferred to this program. However this would put an

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end to the agency's homeless housing program as Section 8 Assistance or public housing do not have preferences for the homeless.

7. What is the organization's timeline for achieving the objectives of the grant?

HOME TBRA funds are time limited and usually sufficient to support a family for 24 months.

8. What other funding sources have been approached and what have the responses been?

The LDCHA received Federal rent subsidy directly from HUD to support the rents of low income families participating on the Section 8 program. The LDCHA makes frequent grant applications for additional tenant based rent assistance. However with federal cut backs in funding these applications have not been successful.

9. Describe the agency philosophy and practices regarding recycling and other "green" practices.

The agency recycles office materials and hazardous waste in a cooperative agreement with the City. Our Tenant Association engages in recycling of aluminum and newspapers through a job raining program with the disabled. The LDCHA Resident Services Program facilitates the recycling and reuse of durable medical equipment.

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IV. Required Attachments

1. City department approval, if project will require work with or by other City departments.
N/A
2. List of officers and board members and their principal occupations neighborhoods included

LAWRENCE-DOUGLAS COUNTY HOUSING AUTHORITY BOARD OF COMMISSIONERS 2007-2008

Wes Smith, Chairman
1058 E. 1304 Road
Lawrence, KS 66046
Attorney at Law
Stumbo, Hanson & Henricks, LLP
Topeka, KS

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Lawrence, KS 66044
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Charlie Dominguez
1611 Massachusetts
Lawrence, KS 66044
President/General Manager
The Renew Group
Lawrence, KS

David Clark
4500 Range Court
Lawrence, KS 66049
Vice President/Chief Lending Officer
Lawrence Bank
Lawrence, KS

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IV. Required Attachments

3. Most recent annual report and financial statement

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Grant Application**

IV. Required Attachments

4. Project Budget

2008 HOME TBRA Budget

Requested Amount:	\$300,000
Administration:	\$ 30,000
Utility and Security Deposits not to exceed:	\$ 20,000
Tenant Based Rent Assistance Payments:	<u>\$250,000</u>
Total:	\$300,000