

Executive Summary

AP-05 Executive Summary - 91.200(c), 91.220(b)

1. Introduction

Waukesha County receives a direct Community Development Block Grant (CDBG) allocation from HUD and is the lead agency for the HOME Consortium, through which Waukesha, Jefferson, Ozaukee, and Washington Counties collaborate to receive a direct HOME Investment Partnerships (HOME) allocation from HUD. The table below shows allocations for the 2024 program year.

Residents of Waukesha County and the HOME Consortium are also eligible for housing assistance through HUD's Section 8 Housing Choice Voucher and Public Housing programs administered by local housing authorities and Continuum of Care programs operated by local agencies and funded through the Wisconsin's Balance of State Continuum of Care.

2. Summarize the objectives and outcomes identified in the Plan

This could be a restatement of items or a table listed elsewhere in the plan or a reference to another location. It may also contain any essential items from the housing and homeless needs assessment, the housing market analysis or the strategic plan.

Strategic priorities identified in this Consolidated Plan are identified below:

Maintain and Expand Housing Affordability

- Extend the useful life of existing affordable housing through weatherization, repair, and rehabilitation programs.
- Support the development of affordable rental and owned housing, including projects located near job centers that will be affordable to service employees and other low-wage members of the workforce. Support homeownership opportunities for households throughout the HOME Consortium through downpayment assistance.
- Assist persons who are homeless through the development and rehabilitation of transitional and permanent housing. Assist households at risk of homelessness with a TBRA program and other assistance.

Public Services

- Provide public services to low and moderate income individuals and households and provide housing/services to individuals and families who are experiencing homelessness or have other non-homeless special needs.

Improve Public Facilities and Infrastructure

- Improve public facilities and infrastructure to benefit low- and moderate-income households, homeless individuals and families, or other non-homeless special needs groups, including ADA improvements.

Economic Development

- Encourage economic development and job creation through business assistance, workforce development, or related activities.

Improve and Revitalize NRSAs

- Undertake activities to improve and revitalize the three NRSAs located in the City of Waukesha through public services, economic development, or facility improvements.

Administration and Planning

- Administration and planning for the County's CDBG Program and the HOME Consortium's HOME Program

3. Evaluation of past performance

This is an evaluation of past performance that helped lead the grantee to choose its goals or projects.

Each year, Waukesha County and the HOME Consortium reports progress in meeting the five-year and annual goals in a Consolidated Annual Performance Evaluation Report (CAPER). The CAPER is submitted to HUD within ninety (90) days after the start of the new program year. Copies of the most recent CAPER are available for review at the Waukesha County Community Development Division. Waukesha County consistently meets its goals and priorities. HOME expenditures slowed during COVID, but the homebuyer and homeowner programs and housing development project applications have started to increase.

4. Summary of Citizen Participation Process and consultation process

Summary from citizen participation section of plan.

Citizen participation was achieved through several methods during the development of the Annual Plan. Citizens are always welcome to attend the monthly HOME and CDBG Board meetings, which are posted and public, and have an agenda item for a public comment period.

On May 3 and 4, 2023, the CDBG Board met in public meetings to review applications for funding, and to listen to agencies document need in the community. On June 14, 2023, the CDBG Board met in a public meeting to approve the draft allocation for 2024 CDBG funds. On May 18, 2023, the HOME Board met in a public meeting to hear public comments and approve a draft allocation for the 2024 HOME funds. The Boards held a public comment period for 30 days for the draft 2024 allocation and AAP (June 20—July 19, 2023) and held a public hearing on June 28, 2023, but no public comments were received.

Waukesha County was notified by HUD of its official HOME and CDBG award amounts for 2024 in May 2024. Waukesha County updated its allocation and AAP and held a 30-day public comment period (May 24—June 23, 2024) to obtain public comments on the revised 2024 Annual Action Plan. The public comment period and public hearing date were posted on the community development website and published in the local paper. The public hearing was held June 3, 2024. No public comments were received. The updated 2024 Annual Action Plan with the actual award amounts was approved at the CDBG meeting on May 21, 2024, and at the HOME Board meeting on May 16, 2024.

5. Summary of public comments

This could be a brief narrative summary or reference an attached document from the Citizen Participation section of the Con Plan.

No public comments were recieved.

6. Summary of comments or views not accepted and the reasons for not accepting them

N/A

7. Summary

PR-05 Lead & Responsible Agencies - 91.200(b)

1. Agency/entity responsible for preparing/administering the Consolidated Plan

The following are the agencies/entities responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

| Agency Role | | Name | Department/Agency |
|--------------------|-----------------|-----------------|---|
| Lead Agency | | WAUKESHA COUNTY | |
| CDBG Administrator | WAUKESHA COUNTY | | Dept of Parks and Land Use/Community Dev Division |
| HOME Administrator | WAUKESHA COUNTY | | Dept of Parks and Land Use/Community Dev Division |
| ESG Administrator | | | |

Table 1 – Responsible Agencies

Narrative

The Waukesha County Department of Parks and Land Use’s Community Development Division administers the County’s Community Development Block Grant (CDBG) program and the HOME Consortium’s HOME Investment Partnerships (HOME) program. The HOME Consortium includes Jefferson, Ozaukee, Washington, and Waukesha Counties, which participate together to receive HUD grant funds for affordable housing.

Consolidated Plan Public Contact Information

Kristin Silva

Community Development Manager

Waukesha County Community Development

515 W. Moreland Blvd., Room AC320

Waukesha, WI 53188

262-896-3370

ksilva@waukeshacounty.gov

AP-10 Consultation - 91.100, 91.200(b), 91.215(l)

1. Introduction

Waukesha County and the HOME Consortium conducted a variety of public outreach to garner input from county and municipal staff, government agencies, nonprofit agencies, affordable housing developers, local service providers, residents, and others in preparing this Plan. Most meetings in 2023 and 2024 were held in person, but a small percentage were held virtually. Waukesha County collected public input through public hearings, and monthly public meetings of both the HOME and CDBG Board. Up to two provider agencies presented information about community needs and available services and gaps in services at each CDBG Board meeting throughout 2023 and 2024.

Provide a concise summary of the jurisdiction's activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215(l)).

Waukesha County utilizes its network of public sector, private sector, and non-profit organizations to implement Waukesha County's Annual and Consolidated plans and to coordinate efforts of the COC. In 2024, Waukesha County will diligently work to overcome gaps in the institutional structure and delivery system by:

- Monitoring the count of homeless and chronically homeless residents and planning for ongoing service provision based on need, as an active participant in the Housing Action Coalition (Waukesha County Continuum of Care).
- Monitoring programs to identify inefficiencies, improve performance, and ensure compliance with applicable regulations.
- Encouraging collaboration among agencies to eliminate duplicative services and better serve residents, especially low- and moderate-income households, the homeless, and special needs population.

Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness.

Waukesha County participates in a Continuum of Care called the Housing Action Coalition (a local continua that is part of the Balance of State Continuum of Care) that seeks to address and meet the needs of homeless populations through the provision of permanent, transitional, and emergency housing, supportive services, and methods to accurately capture the number of homeless individuals. Waukesha County does not receive or manage the ESG funds—the Housing Action Coalition is the recipient of ESG. However, many agencies that meet the needs of homeless populations receive CDBG funding, including emergency shelters, shelters for women and families, organizations that

provide food and nutritional assistance, agencies that provide case management and supportive services, and health and medication assistance. The Community Action Coalition for South Central Wisconsin, Inc. (CAC) and the Supportive Services for Veteran Families (SSVF) programs operate in Waukesha and Jefferson Counties and supply services, such as, assistance obtaining shelter, health care, transportation, child care, and other veteran benefits to homeless veterans and their families. Stakeholders report limited homeless shelter facilities, Jefferson, Ozaukee, and Washington Counties having only one homeless shelter, and vouchers for motel assistance being extremely limited and fiscally inadequate. Several stakeholders reported that waiting lists for shelter and voucher services were limited and that space openings prioritization of first come first serve often mean that the most needy do not receive assistance in a timely fashion.

The Waukesha County Executive appoints four people to Board positions on the Housing Action Coalition, and two are currently County employees. Both positions are actively involved in addressing the needs of homeless persons. Waukesha County staff have been instrumental in working to create a permanent solution to the overflow shelter needs in the winter months, including working with the CDBG Board to commit substantial funding to the purchase of a building to house this shelter.

Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards for and evaluate outcomes of projects and activities assisted by ESG funds, and develop funding, policies and procedures for the operation and administration of HMIS

Waukesha County staff attend Housing Action Coalition (the local continua that is a part of the Balance of State Continuum of Care) Board meetings and provider collaborative meetings. As such, Waukesha County is represented in the decision making for ESG funds, and helps to oversee the management of those funds, including developing performance standards, monitoring, and evaluating outcomes.

2. Agencies, groups, organizations and others who participated in the process and consultations

Table 2 – Agencies, groups, organizations who participated

| | | |
|---|--|--|
| 1 | Agency/Group/Organization | WAUKESHA COUNTY HOUSING AUTHORITY |
| | Agency/Group/Organization Type | PHA |
| | What section of the Plan was addressed by Consultation? | Public Housing Needs |
| | Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination? | WHA was consulted directly via email for input into the 2024 AAP, and the WHA is also a member of the COC and participates in monthly meetings. |
| 2 | Agency/Group/Organization | Housing Action Coalition of Waukesha County, Inc. |
| | Agency/Group/Organization Type | Housing Services - Housing Services-homeless Regional organization |
| | What section of the Plan was addressed by Consultation? | Housing Need Assessment Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Non-Homeless Special Needs Anti-poverty Strategy |
| | Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination? | Waukesha County is an active participant and Board member of the COC--the Housing Action Coalition. 21 member nonprofit organizations serving the housing and homeless needs in the community regularly participate in monthly meetings. Input for the AAP was gathered from agencies at these meetings. |

Identify any Agency Types not consulted and provide rationale for not consulting

Efforts were made to include as broad a group of community stakeholders as possible. No agency types were excluded from participation.

Other local/regional/state/federal planning efforts considered when preparing the Plan

| Name of Plan | Lead Organization | How do the goals of your Strategic Plan overlap with the goals of each plan? |
|--|---|--|
| Continuum of Care | Housing Action Coalition | The goals of the Waukesha County Continuum of Care are in line with the PJ's Consolidated and Annual Plans, particularly regarding ways to deal with homelessness and to create permanent rental housing. |
| Comprehensive Development Plan for Waukesha County | Dept of Parks and Land Use | The Comprehensive Development Plan and the Strategic Plan both address housing, community development, and economic development needs in the County. The Comprehensive Development Plan also incorporates housing recommendations from the SWRPC Regional Housing Plan with the intent of encouraging affordable housing development in Waukesha County. |
| A Regional Housing Plan for Southeastern Wisconsin | Southeastern Wisconsin Regional Planning Commission | Both the Regional Plan and the Strategic Plan address the need for affordable housing, particularly near job centers. |

Table 3 – Other local / regional / federal planning efforts

Narrative

AP-12 Participation - 91.401, 91.105, 91.200(c)

1. Summary of citizen participation process/Efforts made to broaden citizen participation Summarize citizen participation process and how it impacted goal-setting

Waukesha County holds monthly HOME and CDBG Board meetings, and public hearings throughout the year, the vast majority of which were in person meetings in 2023 and 2024. We promote these meetings to the public with newspaper ads, on our website, through emails to nonprofit organizations and through the Waukesha County clerk, but we did not have attendance from the public at most meetings nor any of the public hearings. Waukesha County did not receive any public comments for the 2024 Annual Plan.

Citizen Participation Outreach

| Sort Order | Mode of Outreach | Target of Outreach | Summary of response/attendance | Summary of comments received | Summary of comments not accepted and reasons | URL (If applicable) |
|-------------------|-------------------------|------------------------------|--|-------------------------------------|---|----------------------------|
| 1 | Public Hearing | Non-targeted/broad community | No public attended the public hearings for the 2024 AAP. | None | N/A | |

| Sort Order | Mode of Outreach | Target of Outreach | Summary of response/attendance | Summary of comments received | Summary of comments not accepted and reasons | URL (If applicable) |
|------------|------------------|------------------------------|--|------------------------------|--|---------------------|
| 2 | Public Meeting | Non-targeted/broad community | We held HOME and CDBG Board meetings almost every month in 2023. They were mostly held in person, with a few held virtually, using Microsoft Teams, and the public was notified of the phone number to join the meeting. No general public attended any of the meetings. | None | N/A | |

| Sort Order | Mode of Outreach | Target of Outreach | Summary of response/attendance | Summary of comments received | Summary of comments not accepted and reasons | URL (If applicable) |
|------------|------------------|------------------------------|---|------------------------------|--|---------------------|
| 3 | Newspaper Ad | Non-targeted/broad community | We publish ads in the local newspaper of each HOME Consortium county for public notice of the 2024 draft allocation and for the public hearing information. No response from the public from the ads. | None | N/A | |

Table 4 – Citizen Participation Outreach

Expected Resources

AP-15 Expected Resources - 91.420(b), 91.220(c)(1,2)

Introduction

Waukesha County receives a direct Community Development Block Grant (CDBG) allocation from HUD and is the lead agency for the HOME Consortium, through which Waukesha, Jefferson, Ozaukee, and Washington Counties collaborate to receive a direct HOME Investment Partnerships (HOME) allocation from HUD. The table below shows allocations for the 2024 program year, which is our last year in our Consolidated Plan.

Residents of Waukesha County and the HOME Consortium are also eligible for housing assistance through HUD's Section 8 Housing Choice Voucher and Public Housing programs administered by local housing authorities and Continuum of Care programs operated by local agencies

and funded through the Wisconsin's Balance of State Continuum of Care.

Anticipated Resources

| Program | Source of Funds | Uses of Funds | Expected Amount Available Year 1 | | | | Expected Amount Available Remainder of ConPlan \$ | Narrative Description |
|---------|------------------|---|----------------------------------|--------------------|--------------------------|-----------|---|--|
| | | | Annual Allocation: \$ | Program Income: \$ | Prior Year Resources: \$ | Total: \$ | | |
| CDBG | public - federal | Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services | 1,471,411 | 40,000 | 0 | 1,511,411 | 0 | Waukesha County's 2024 CDBG allocation reflects an increase of \$47,394 from 2023 funding levels. |
| HOME | public - federal | Acquisition Homebuyer assistance Homeowner rehab Multifamily rental new construction Multifamily rental rehab New construction for ownership TBRA | 1,342,416 | 200,000 | 0 | 1,542,416 | 0 | Waukesha County's 2024 HOME allocation reflects a decrease of \$290,001.07 from 2023 funding levels. |

Table 2 - Expected Resources – Priority Table

Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied

While CDBG funds do not require a match, Waukesha County anticipates leveraging other public and private investment for a higher return on investment. The County rarely fully funds any program or project, instead requiring leverage ranging from 1:1 in public service dollars, 3:1 in economic development loans, to 10:1 or larger for housing development. CDBG and HOME program income funds generated during this Action Plan will be leveraged to increase services to low and moderate income residents within Waukesha County and the HOME Consortium region. The HOME Program will address match by requiring housing developers to match at least 25% of the funds awarded to them.

If appropriate, describe publically owned land or property located within the jurisdiction that may be used to address the needs identified in the plan

Waukesha County and the HOME Consortium do not intend to use publicly owned land or property to address the needs identified in this Plan.

Discussion

Annual Goals and Objectives

AP-20 Annual Goals and Objectives - 91.420, 91.220(c)(3)&(e)

Goals Summary Information

| Sort Order | Goal Name | Start Year | End Year | Category | Geographic Area | Needs Addressed | Funding | Goal Outcome Indicator |
|------------|---|------------|----------|-----------------------------|----------------------------|--|--------------------------------------|---|
| 1 | Administration and Planning | 2020 | 2024 | Administration and Planning | Countywide HOME Consortium | Administration and Planning | CDBG: \$298,680 HOME: \$154,241 | Other: 35 Other |
| 2 | Maintain and Expand Housing Affordability | 2020 | 2024 | Affordable Housing | Countywide HOME Consortium | Homeownership Assistance & Housing Rehabilitation Affordable Rental Housing | CDBG: \$415,000 HOME: \$1,388,175 | Rental units constructed: 4 Household Housing Unit Rental units rehabilitated: 4 Household Housing Unit Homeowner Housing Rehabilitated: 95 Household Housing Unit Direct Financial Assistance to Homebuyers: 40 Households Assisted Tenant-based rental assistance / Rapid Rehousing: 13 Households Assisted |

| Sort Order | Goal Name | Start Year | End Year | Category | Geographic Area | Needs Addressed | Funding | Goal Outcome Indicator |
|------------|--|------------|----------|--|--|--|--------------------|---|
| 3 | Public Services | 2020 | 2024 | Homeless Non-Homeless Special Needs Non-Housing Community Development | Countywide | Public Services | CDBG: \$216,522 | Public service activities other than Low/Moderate Income Housing Benefit: 2996 Persons Assisted Homeless Person Overnight Shelter: 250 Persons Assisted |
| 4 | Improve and Revitalize NRSAs | 2020 | 2024 | Non-Housing Community Development | HAERTEL FIELD PHOENIX HEIGHTS WESTSIDE NRSA | Public Services NRSA Revitalization | CDBG: \$215,917 | Public service activities other than Low/Moderate Income Housing Benefit: 1388 Persons Assisted Homelessness Prevention: 225 Persons Assisted |
| 5 | Economic Development | 2020 | 2024 | Non-Housing Community Development | Countywide | Economic Development | CDBG: \$70,000 | Businesses assisted: 39 Businesses Assisted |
| 6 | Improve Public Facilities and Infrastructure | 2020 | 2024 | Non-Housing Community Development | Countywide | Facility and Infrastructure Improvements | CDBG: \$295,292 | Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 6121 Persons Assisted |

Table 3 – Goals Summary

Goal Descriptions

| | | |
|---|-------------------------|---|
| 1 | Goal Name | Administration and Planning |
| | Goal Description | HOME and CDBG administrative funds to support Waukesha County staff and fair housing activities. |
| 2 | Goal Name | Maintain and Expand Housing Affordability |
| | Goal Description | CDBG and HOME funds for downpayment assistance, homeowner rehabilitation programs, purchase/rehabilitation programs, rental rehabilitation, new construction for rental and homeowner housing, and TBRA programs. |
| 3 | Goal Name | Public Services |
| | Goal Description | CDBG funding for nonprofits to provide public services in the categories of homeless, food and nutrition, education, prevention of child abuse, transportation and others. |
| 4 | Goal Name | Improve and Revitalize NRSAs |
| | Goal Description | CDBG funding for community development activities provided in the 3 NRSA neighborhoods for crime prevention/public safety, economic development, affordable housing and public services. |
| 5 | Goal Name | Economic Development |
| | Goal Description | CDBG funding for assisting businesses and microenterprises with loans, business planning, and job creation/retention. |
| 6 | Goal Name | Improve Public Facilities and Infrastructure |
| | Goal Description | CDBG funding for construction, improvement and ADA rehab projects for nonprofit owned facilities or local government facilities. |

AP-35 Projects - 91.420, 91.220(d)

Introduction

The County will undertake activities that will address priority needs and objectives established as adopted by the Waukesha County Community Development Block Grant (CDBG) and HOME Boards. Section AP-38 provides a summary of proposed activities including local objectives and priority needs, proposed accomplishments, and a target date for completion.

| # | Project Name |
|----|------------------------------|
| 1 | CDBG Administration |
| 2 | CDBG Housing |
| 3 | NRSA |
| 4 | Public Services |
| 5 | CDBG Public Facilities |
| 6 | CDBG Economic Development |
| 7 | HOME Administration |
| 8 | HOME Downpayment Assistance |
| 9 | HOME Housing Rehabilitation |
| 10 | HOME Purchase Rehabilitation |
| 11 | HOME Housing Development |
| 12 | HOME CHDO Reserve |
| 13 | HOME TBRA |

Table 4 – Project Information

Describe the reasons for allocation priorities and any obstacles to addressing underserved needs

Results of the community participation process and input received from stakeholder during development of this Annual Action Plan indicated strong support for affordable homeownership purchase and housing rehabilitation activities, as well as for the construction of new affordable rental housing. The community also supports continued supportive services for low- and moderate-income households, including housing and services for individuals and families experiencing homelessness. The County has maintained a broad priority of encouraging new homeownership, preserving existing homeownership, increasing economic development, enhancing public services, and public facility improvements.

AP-38 Project Summary
Project Summary Information

| | | |
|---|--|--|
| 1 | Project Name | CDBG Administration |
| | Target Area | Countywide |
| | Goals Supported | Administration and Planning |
| | Needs Addressed | Fair Housing Administration and Planning |
| | Funding | CDBG: \$298,680 |
| | Description | CDBG Administration |
| | Target Date | 12/31/2024 |
| | Estimate the number and type of families that will benefit from the proposed activities | Estimated that 35 individuals will receive assistance. |
| | Location Description | Waukesha County |
| | Planned Activities | Waukesha County Administration: General Administration functions for Waukesha County to run the CDBG programs for the County. Metro Milwaukee Fair Housing: Promote equal access to housing for all people in Waukesha County. |
| 2 | Project Name | CDBG Housing |
| | Target Area | Countywide |
| | Goals Supported | Maintain and Expand Housing Affordability |
| | Needs Addressed | Homeownership Assistance & Housing Rehabilitation Affordable Rental Housing |
| | Funding | CDBG: \$415,000 |
| | Description | Housing Projects |
| | Target Date | 12/31/2024 |
| | Estimate the number and type of families that will benefit from the proposed activities | Homeowner housing units rehabilitated: 65 low- and moderate-income homeowner households assisted. Rental housing units assisted: 4 units of rental housing will be rehabbed. Homeowner counseling: 25 households will be assisted. |
| | Location Description | Waukesha County. |

| | | |
|----------|--|--|
| | Planned Activities | Habitat for Humanity - Home Preservation Program Independence First - Disability Assistance La Casa de Esperanza, Inc - Your Path to Homeownership City of Waukesha- Landmark Paint and Repair Hebron Housing Services – Main Street Renovations |
| 3 | Project Name | NRSA |
| | Target Area | HAERTEL FIELD PHOENIX HEIGHTS WESTSIDE NRSA |
| | Goals Supported | Improve and Revitalize NRSA's |
| | Needs Addressed | Public Services NRSA Revitalization |
| | Funding | CDBG: \$215,917 |
| | Description | Neighborhood Revitalization Strategy Area |
| | Target Date | 12/31/2024 |
| | Estimate the number and type of families that will benefit from the proposed activities | Public service activity other than low/moderate income housing benefit: 1,388 persons assisted Homelessness prevention: 225 persons at risk of homelessness assisted |
| | Location Description | HAERTEL FIELD PHOENIX HEIGHTS WESTSIDE NRSA |
| 4 | Planned Activities | Hope Center - Transportation Assistance Hope Center - Day Center Hope Center - Clothing Shop Hope Center Community Meal Program Tower Hill Neighborhood Association - Community Building & Crime Prevention & Community Building Waukesha Free Clinic - Prescription Medication for Uninsured |
| | Project Name | Public Services |
| | Target Area | Countywide |
| | Goals Supported | Public Services |

| | | |
|--|--|--|
| | Needs Addressed | Public Services Homeless Housing and Services |
| | Funding | CDBG: \$216,522 |
| | Description | Public Services |
| | Target Date | 12/31/2024 |
| | Estimate the number and type of families that will benefit from the proposed activities | Public service activity other than low/moderate income housing benefit: 2,996 persons assisted Homeless overnight shelter: 250 persons experiencing homelessness assisted |
| | Location Description | Waukesha County |

| | | |
|---|---------------------------|---|
| | Planned Activities | City of Waukesha - Adaptive Recreation City of Waukesha - Horeb Springs Summer Program City of Waukesha - Buchner Swim and Play Park Summer Program City of Waukesha Senior Activity Coordinator Elmbrook Senior Taxi - Taxi Replacement New Berlin Senior Taxi – Operating Expenses The Women's Center - Children's Sexual Abuse Counseling The Women's Center - Shelter Program Family Service Agency - The C.A.R.E Center Housing Action Coalition - The Waukesha Overflow Shelter The Salvation Army - Emergency Shelter Hebron House Services – Shelter Operations Parents Place – Supervised Visitation Lake Area Free Clinic - Dental Clinic for Low-income Adults Parents Place – Community Education Program The Salvation Army – Food Insecurity Prevention Program Easterseals of Southeast Wisconsin – Safe Babies Healthy Families Big Brothers Big Sisters - Big Brothers Big Sisters Community Outpatient Services of Menomonee Falls – Community Outreach Health Clinic Down Syndrome Association – Think Ability Wisconsin ERA's Senior Network - Faith In Action Food Pantry of Waukesha County – Home Delivery Program |
| 5 | Project Name | CDBG Public Facilities |
| | Target Area | Countywide |
| | Goals Supported | Improve Public Facilities and Infrastructure |
| | Needs Addressed | Facility and Infrastructure Improvements |
| | Funding | CDBG: \$295,292 |
| | Description | Public Facilities and Improvements |
| | Target Date | 12/31/2024 |

| | | |
|----------|--|---|
| | Estimate the number and type of families that will benefit from the proposed activities | 6,121 individuals will benefit from proposed public facility activities in LMI areas. |
| | Location Description | Waukesha County |
| | Planned Activities | City of Waukesha - ADA sidewalks and ramps City of Waukesha - Public Art Project Fund City of Waukesha - Public Safety/Infrastructure Waukesha County Parks and Land Use – Fox River Park ADA Access Village of North Prairie – ADA Compliant sidewalks |
| | | |
| 6 | Project Name | CDBG Economic Development |
| | Target Area | Countywide |
| | Goals Supported | Economic Development |
| | Needs Addressed | Economic Development |
| | Funding | CDBG: \$70,000 |
| | Description | Economic Development |
| | Target Date | 12/31/2024 |
| | Estimate the number and type of families that will benefit from the proposed activities | 6 businesses assisted with grants to prevent or eliminate slum blight on a spot basis. 33 microenterprises assisted with technical assistance and training. |
| | Location Description | Waukesha County |
| | Planned Activities | City of Waukesha - Downtown Facade Program Wisconsin Women's Business Initiative Corporation - Business Owner |
| 7 | Project Name | HOME Administration |
| | Target Area | HOME Consortium |
| | Goals Supported | Administration and Planning |
| | Needs Addressed | Administration and Planning |
| | Funding | HOME: \$154,241 |
| | Description | Administration for HOME Program |

| | | |
|----------|--|--|
| | Target Date | 12/31/2024 |
| | Estimate the number and type of families that will benefit from the proposed activities | General Administration functions for Waukesha County to run HOME program for the HOME Consortium. |
| | Location Description | HOME Consortium |
| | Planned Activities | General Administration functions for Waukesha County to run HOME program for the HOME Consortium. |
| 8 | Project Name | HOME Downpayment Assistance |
| | Target Area | HOME Consortium |
| | Goals Supported | Maintain and Expand Housing Affordability |
| | Needs Addressed | Homeownership Assistance & Housing Rehabilitation |
| | Funding | HOME: \$300,000 |
| | Description | DPA |
| | Target Date | 12/31/2024 |
| | Estimate the number and type of families that will benefit from the proposed activities | Direct financial assistance to homebuyers: 25 low- and moderate-income households assisted |
| | Location Description | HOME Consortium |
| | Planned Activities | Direct financial assistance to homeowners of up to \$10,000 to qualified homebuyers. 25 low and moderate-income households assisted. |
| 9 | Project Name | HOME Housing Rehabilitation |
| | Target Area | HOME Consortium |
| | Goals Supported | Maintain and Expand Housing Affordability |
| | Needs Addressed | Homeownership Assistance & Housing Rehabilitation |
| | Funding | HOME: \$225,000 |
| | Description | Rehab Program |
| | Target Date | 12/31/2024 |

| | | |
|-----------|--|---|
| | Estimate the number and type of families that will benefit from the proposed activities | Homeowner housing units rehabilitated: 15 low- and moderate-income homeowner households assisted with no-interest loans to repair their homes. |
| | Location Description | HOME Consortium |
| | Planned Activities | Homeowner housing units rehabilitated: 15 low -and moderate-income homeowner households assisted with no-interest loans to repair their homes. |
| 10 | Project Name | HOME Purchase Rehabilitation |
| | Target Area | HOME Consortium |
| | Goals Supported | Maintain and Expand Housing Affordability |
| | Needs Addressed | Homeownership Assistance & Housing Rehabilitation |
| | Funding | HOME: \$175,000 |
| | Description | Purchase Rehab Program |
| | Target Date | 12/31/2024 |
| | Estimate the number and type of families that will benefit from the proposed activities | Direct financial assistance to homebuyers: 15 low-and moderate-income households assisted. Homeowner housing units rehabilitated: 15 low- and moderate-income homeowner households assisted. |
| | Location Description | HOME Consortium |
| | Planned Activities | Direct financial assistance to homebuyers: 15 low-and moderate-income households assisted. Homeowner housing units rehabilitated: 15 low-and moderate-income homeowner household assisted. |
| 11 | Project Name | HOME Housing Development |
| | Target Area | Countywide |
| | Goals Supported | Maintain and Expand Housing Affordability |
| | Needs Addressed | Affordable Rental Housing |
| | Funding | HOME: \$186,813 |
| | Description | Housing Development Projects |
| | Target Date | 12/31/2024 |

| | | |
|-----------|--|---|
| | Estimate the number and type of families that will benefit from the proposed activities | Activities TBD but approximately 4 units of rental or homeowner housing to be developed with these funds. |
| | Location Description | HOME Consortium |
| | Planned Activities | Activities TBD but approximately 4 units of rental or homeowner housing to be developed with these funds. |
| 12 | Project Name | HOME CHDO Reserve |
| | Target Area | HOME Consortium |
| | Goals Supported | Maintain and Expand Housing Affordability |
| | Needs Addressed | Affordable Rental Housing |
| | Funding | HOME: \$201,362 |
| | Description | CHDO Projects |
| | Target Date | 12/31/2024 |
| | Estimate the number and type of families that will benefit from the proposed activities | TBD CHDO will create rental units for approximately 4 low income renters. |
| | Location Description | HOME Consortium |
| | Planned Activities | TBD CHDO will create rental units for approximately 4 low income renters. |
| 13 | Project Name | HOME TBRA |
| | Target Area | HOME Consortium |
| | Goals Supported | Maintain and Expand Housing Affordability |
| | Needs Addressed | Affordable Rental Housing |
| | Funding | HOME: \$300,000 |
| | Description | Tenant Based Rental Assistance (TBRA) |
| | Target Date | 12/31/2024 |
| | Estimate the number and type of families that will benefit from the proposed activities | The goal for the program is to assist up to 13 very low AMI households. Assisting the household includes providing a monthly rent subsidy, utility subsidy, rent and utility and executing successful case management services. |
| | Location Description | HOME Consortium |

| | | |
|--|---------------------------|---|
| | Planned Activities | The goal for the program is to assist up to 13 very low AMI households. Assisting the household includes providing a monthly rent subsidy, utility subsidy, rent and utility and executing successful case management services. |
|--|---------------------------|---|

AP-50 Geographic Distribution - 91.420, 91.220(f)

Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed

Waukesha County identified three NRSAs in the City of Waukesha in 1999 – Phoenix Heights, Haertel Field, and West Side, as shown in the maps in Section SP-10 of the Consolidated Plan. The County will continue to prioritize the three NRSAs for funding and community development efforts during the 2024 program year. Up to 10% of the total CDBG allocation is targeted toward Community Based Development Organizations (CBDOs) who concentrate their services in one of these three areas. Economic development is the highest priority for funding in the NRSAs, including services that assist low and moderate income families in finding and maintaining jobs.

Strategies for all of the NRSAs include the following economic development and neighborhood revitalization initiatives:

- Connecting residents to job training and education resources;
- Linking families to neighborhood resources that support sustained employment;
- Housing revitalization and homeownership;
- Crime prevention; and
- Resident empowerment.

Geographic Distribution

| Target Area | Percentage of Funds |
|--------------------|----------------------------|
| HAERTEL FIELD | 33 |
| PHOENIX HEIGHTS | 33 |
| WESTSIDE NRSA | 34 |
| Countywide | |
| HOME Consortium | |

Table 5 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

Affordable housing and community development needs are present in areas throughout Waukesha County and the HOME Consortium, but there is a higher concentration of poverty in the City of Waukesha, and particularly in the NRSAs. CDBG Public service projects will focus on basic needs of the residents such as healthcare, transit services, essential and supportive services, as well as housing services. Special populations such as seniors, homeless, and youth will continue to receive funding for healthcare, childcare, nutrition, education, shelter support and recreational needs. CDBG funding will continue for targeted efforts in the Neighborhood Revitalization Strategy Areas, with a focus on

economic development and housing stock improvements.

HOME funds will be distributed based on the income eligibility of clients throughout the four-county HOME Consortium.

Discussion

Affordable Housing

AP-55 Affordable Housing - 91.420, 91.220(g)

Introduction

HOME funded affordable housing for non-homeless households is projected to assist 87 households in the HOME Consortium area. Approximately 30 of these households will be supported via rehab of existing units through the HOME purchase/rehab program, and the HOME housing rehabilitation programs. An estimated 4 units of affordable rental housing is projected to be created through CHDO and development funding. HOME funds will be used to provide direct financial assistance to 40 homebuyers through the downpayment assistance and purchase/rehab programs. Finally 13 families will be assisted in finding and maintaining affordable rental housing with the HOME TBRA program.

| One Year Goals for the Number of Households to be Supported | |
|---|----|
| Homeless | 13 |
| Non-Homeless | 74 |
| Special-Needs | 0 |
| Total | 87 |

Table 6 - One Year Goals for Affordable Housing by Support Requirement

| One Year Goals for the Number of Households Supported Through | |
|---|----|
| Rental Assistance | 13 |
| The Production of New Units | 4 |
| Rehab of Existing Units | 30 |
| Acquisition of Existing Units | 40 |
| Total | 87 |

Table 7 - One Year Goals for Affordable Housing by Support Type

Discussion

AP-60 Public Housing - 91.420, 91.220(h)

Introduction

The Waukesha Housing Authority operates approximately 263 units of public housing and also administers a Section 8 Housing Choice Voucher program. Other housing authorities operating in the HOME Consortium include the Jefferson Housing Authority, West Bend Housing Authority, Slinger Housing Authority, Watertown Housing Authority, and Lake Mills Housing Authority. Together these agencies provide 423 public housing units and 912 vouchers.

Actions planned during the next year to address the needs to public housing

During the 2024 program year, the Waukesha Housing Authority and the other housing authorities operating in the HOME Consortium will continue to provide affordable housing options for residents of the region. However, with extensive waiting lists, the housing authorities are limited in their abilities to expand the availability of affordable housing for low- and moderate-income households.

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

The Waukesha Housing Authority will continue to operate its resident counsel to encourage resident involvement in decision making processes. It will also continue its Family Self-Sufficiency program that assists families move from public housing to homeownership. The program provides job training; educational, childcare, medical, or mental health services; transportation; life skills and legal information; emergency services; and housing services. It also provides financial incentives through an escrow savings account for continual participation and investment in the program.

If the PHA is designated as troubled, describe the manner in which financial assistance will be provided or other assistance

Not applicable. The PHAs in the HOME Consortium are not designated as troubled.

Discussion

AP-65 Homeless and Other Special Needs Activities - 91.420, 91.220(i)

Introduction

Waukesha County and the HOME Consortium counties are covered by the Wisconsin Balance of State Continuum of Care, a network of service providers covering all but the most populous Wisconsin counties. The Housing Action Coalition serves as the local CoC, bringing together housing and service providers to meet the needs of homeless individuals and families.

Describe the jurisdictions one-year goals and actions for reducing and ending homelessness including

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

Over the next year, the Housing Action Coalition other homeless housing and service providers in Waukesha County and the HOME Consortium will continue reaching out to homeless persons, including unsheltered persons, through meal programs, day centers, and hospitals. During the 2024 program year, the County will fund the Housing Action Coalition (HAC), the Hope Center, Hebron House of Hospitality, the Women's Center, and the Salvation Army for a variety of activities, including to support meal programs, a day center, and outreach to unsheltered homeless residents. In 2020, the HAC started a HEART Team (Homeless street outreach) that includes members of HAC, the Waukesha Police Department, Waukesha County Mental Health, NAMI, and representation from the local hospitals. The HEART team goes out at least twice a week to do street outreach to the chronic homeless population, and has been extremely successful in connecting people with services and permanent housing. The HEART team will continue to work in 2024, and is partially funded through Waukesha County CDBG.

Addressing the emergency shelter and transitional housing needs of homeless persons

During the 2024 program year, the CDBG Board will fund the following emergency shelter and transitional housing providers:

- Hebron Housing Services, which provides emergency shelter for women, families and single men at Hebron and Sienna Houses. In 2024, Hebron House will receive CDBG funding for case management and other homeless services.
- The Women's Center, which provides emergency shelter and transitional housing for individuals and families impacted by domestic violence, sexual violence, child abuse or trafficking. In 2024, the Women's Center will receive CDBG funding to assist its emergency shelter, employment program, and sexual abuse counseling program. In addition, in 2024 the Women's Center will add The Care Center to its programming, and take over that respective CDBG grant mid-year.
- Salvation Army provides a men's emergency shelter. In 2024, Salvation Army will receive CDBG

funding to support its emergency lodge and community meal program.

- Housing Action Coalition, which operates an emergency winter overflow shelter for homeless families and individuals. In 2024, HAC will receive CDBG funding for the operations of this shelter.

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

During the 2024 program year, Waukeha County will fund organizations that provide case management and housing navigation services to assist homeless individuals and families, including those staying in emergency shelter, make the transition to permanent housing and prevent returns to homelessness. Specifically, the County will fund Hebron House of Hospitality for case management at its shelters. The HOME Consortium will also work to increase the availability of affordable housing in the four-county region by using HOME funds to support the development of new affordable rental housing. Return to shelter is a serious issue for Waukesha County, due to the lack of affordable housing options for low income families.

Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: 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); or, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs.

Over the next year, housing and service providers in Waukesha County will continue to work together to prevent homelessness in populations who are vulnerable to or at risk of homelessness. Organizations and resources to prevent homelessness that will be in place during the 2024 program year in Waukesha County include:

- Community Action Coalition cash grants to help those in need of financial assistance to avoid a housing crisis such as eviction.
- State of Wisconsin's Energy Assistance Program, which provides utility and energy payment assistance.
- Rescare of Waukesha County funds for rent, security deposits, energy bills or water bills to help

avoid homelessness.

- St. Vincent de Paul program for financial assistance for rent and heating bills.
- St. Vincent de Paul after release ministry to support men and women who have been or are being released from a correctional facility.
- Waukesha County will continue to run an Emergency Rental Assistance Program (ERAP) using funds allocated through the American Rescue Plan through the Treasury Department. This funding is crucial to keep tenants in their homes and prevent eviction due to COVID-19. This funding is projected to last through the end of 2024.

Discussion

AP-75 Barriers to affordable housing -91.420, 91.220(j)

Introduction

In 2013, the Southeast Wisconsin Regional Planning Commission (SEWRPC) produced *A Regional Housing Plan for Southeastern Wisconsin: 2035*, which identified housing needs and made recommendations to meet current and future housing needs, including a variety of housing options affordable to residents of all income levels. SEWRPC reviewed community comprehensive plans, zoning and subdivision ordinances, and policies regarding preferred housing types/mix ratios throughout the Region to identify regulations impacting residential densities, housing structure types, and housing unit sizes. Each of the cities and villages reviewed had adopted their own zoning codes, 31 towns were under the jurisdiction of county zoning, and 26 towns had adopted their own zoning codes. The Regional Plan also analyzed housing affordability by comparing low and moderate household incomes within the Region with housing development costs (land, site improvement, regulatory/permitting/impact fees, building/construction materials, review regulations, etc.).

Among other findings, the Plan indicated that within the southeast Wisconsin region excessive minimum lot sizes and minimum floor areas and low maximum densities can limit housing affordability in some jurisdictions. In particular, the study found several jurisdictions where zoning code restrictions precluded development of multifamily housing at sizes and densities that would make it affordable although water and sewer infrastructure existed to support such density. The study also found that housing mix ratios or rental limit percentages could unreasonably impede development of affordable multifamily housing.

Actions it planned 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

Waukesha County participated in preparation of the Regional Housing Plan and adopted its recommendations as an amendment to the County's Comprehensive Development Plan. Findings from the SEWRPC study were included in an Analysis of Impediments to Fair Housing Choice (AI) completed by Waukesha County and the HOME Consortium in 2014. The County and Consortium participated in a regional AI with Milwaukee County, the City of Milwaukee, the City of Wauwatosa and the City of West Allis, that resulted in an updated analysis of impediments to affordable and fair housing in the region for 2020--2024. Waukesha County works with each municipality in the Urban County and HOME Consortium to select impediments to address every year, and collects information about the progress and result of such work at the end of each year, which is reported in the CAPER.

Discussion

AP-85 Other Actions - 91.420, 91.220(k)

Introduction

This section details Waukesha County's actions planned to ensure safe and affordable housing for its residents, along with plans to meet underserved needs, reduce poverty, develop institutional structure, and enhance coordination between public and private sector housing and community development agencies.

Actions planned to address obstacles to meeting underserved needs

enhance coordination between public and private sector housing and community development agencies.

Actions planned to address obstacles to meeting underserved needs

To help remove obstacles to meeting underserved needs and improve service delivery, Waukesha County supports the continued development of the Housing Action Coalition, a collaborative to coordinate the work of social service organizations, disseminate news and information, eliminate duplication of effort, and spearhead community-wide solutions to local needs. Waukesha will provide funding for the following to address underserved needs:

- Transportation assistance and senior taxi programs through the New Berlin Senior Taxi, Muskego Senior Taxi, the Elmbrook Senior Taxi and the Hope Center
- Senior services through volunteers in Eras Senior Networks' Faith in Action program
- Education/prevention, resources, and services related to child abuse and neglect through the CARE (Child Advocacy Resources and Empowerment) Center, Parents Place, and Safe Babies Health Families

Actions planned to foster and maintain affordable housing

Waukesha County and the HOME Consortium will continue to offer their core programs, including purchase rehab, homeowner rehab, and downpayment assistance, in order to maintain housing affordability. HOME funds will also be used to support the development of new affordable housing, including multifamily rental developments. The County will continue to set aside 15% of HOME funds to support development of affordable housing by a local CHDO. In addition, the HOME Consortium started a TBRA program in 2020 and it will continue in 2024.

In addition to specific programs designed to foster and maintain affordable housing, the County will also encourage participating jurisdictions to review their zoning ordinances for prospective barriers to affordable housing development, and to make amendments as needed. The County and HOME Consortium recently updated its Analysis of Impediments to Fair Housing Choice in cooperation with

Milwaukee County and the participating jurisdictions in that County.

Actions planned to reduce lead-based paint hazards

Over the next year, Waukesha County and the HOME Consortium will continue to promote lead-based paint inspections and, if a hazard is found, remediation. This action will both reduce lead exposure risk and help to maintain the region's older, lower- and moderately-priced housing. Any housing rehabilitation activities conducted using HOME and CDBG funds will continue to be monitored closely for any potential lead exposure. Waukesha County will also continue to work with the health departments of other Consortium counties to identify possible units with lead-based paint hazards.

Actions planned to reduce the number of poverty-level families

Over the 2024 program year, Waukesha County will continue funding economic development activities to support local small businesses that create jobs to be filled by low- and moderate-income individuals. Specifically, the County will continue administering its Economic Development Revolving Loan Fund and provide funding to the Wisconsin Women's Business Initiative Corporation (WWBIC). Homeless service providers will continue to offer job search and resume assistance. A focus on improving the jobs/housing balance in existing and emerging job centers in Waukesha County and the southeast Wisconsin region will aim to help poverty-level families access more employment opportunities, while potentially lowering transportation and housing costs. In addition, the HOME Consortium started a TBRA program in 2020 and it will continue in 2024.

Actions planned to develop institutional structure

Waukesha County has been receiving HUD grant funds for over 30 years and has developed a robust administrative structure to manage its CDBG and HOME funds. The County's Community Development Division offers seminars for potential subrecipients, CHDOs, and contractors to learn more about the CDBG and HOME programs. In addition to working with organizations, the County's citizen participation process is designed to make engaged and informed citizens another vital part of the institutional structure.

Actions planned to enhance coordination between public and private housing and social service agencies

Waukesha County will continue to be an active participant in the Housing Action Coalition (HAC), with two county employees, serving on the Coalition's Board of Directors. The HAC's mission is to educate, advocate, and raise awareness while providing a coordinated response to homelessness and surrounding issues. Membership includes emergency, transitional, and permanent housing providers; nonprofit social service organizations; and government agencies. Coalition members meet regularly and have standing committees dedicated to the point-in-time count, coordinated entry, shelter task force,

emergency overflow shelter, and governance and finance.

Discussion

Program Specific Requirements

AP-90 Program Specific Requirements - 91.420, 91.220(I)(1,2,4)

Introduction

The following identifies program income that is available for use in 2024 and provides other required information about the CDBG and HOME programs in Waukesha County and the HOME Consortium.

Community Development Block Grant Program (CDBG)

Reference 24 CFR 91.220(I)(1)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

| | |
|--|---------------|
| 1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed | 40,000 |
| 2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan. | 0 |
| 3. The amount of surplus funds from urban renewal settlements | 0 |
| 4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan | 0 |
| 5. The amount of income from float-funded activities | 0 |
| Total Program Income: | 40,000 |

Other CDBG Requirements

| | |
|---|--------|
| 1. The amount of urgent need activities | 0 |
| 2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan. | 70.00% |

HOME Investment Partnership Program (HOME)

Reference 24 CFR 91.220(I)(2)

1. A description of other forms of investment being used beyond those identified in Section 92.205 is

as follows:

Not applicable; no other forms of investment are being used beyond those identified in Section 92.205.

2. A description of the guidelines that will be used for resale or recapture of HOME funds when used for homebuyer activities as required in 92.254, is as follows:

The HOME Consortium uses HUD-provided homeownership limits for its homebuyer activities. See the "Discussion" for a description of the HOME grant application process.

The HOME Consortium's Policy and Procedure Manual requires that, for homebuyer activities, the participating jurisdiction (PJ) must impose long-term affordability through resale or recapture provisions:

- Resale ensures that units assisted with HOME funds remain affordable throughout the affordability period. If a unit is sold during the affordability, it must be sold to another low-income homebuyer at an affordable sales price, while also providing a "fair return" for the original homebuyer. The period of affordability is based on the total HOME assistance in the project including direct assistance and development assistance to an owner, developer or sponsor. The HOME Consortium does not use the Resale provision and does not use definitions of "fair return" or "affordability to a reasonable range of homebuyers."
- Recapture allows the PJ to recapture all or a portion of the HOME subsidy in a property that is sold or transferred during the affordability period, and subsequently reinvested in other HOME eligible activities. The amount subject to recapture and the affordability period is based on the amount of direct assistance to the homebuyer. The HOME Consortium usually uses the Recapture provision, as described in Question 3 below.

3. A description of the guidelines for resale or recapture that ensures the affordability of units acquired with HOME funds? See 24 CFR 92.254(a)(4) are as follows:

The HOME Consortium's Down Payment Assistance (DPA) program outlines the following resale/recapture provisions in its Homebuyer Grant Agreement:

- Grantee shall be entitled to retain such funds provided the Grantee remains in both ownership and occupancy of the mortgaged premises for a period of five (5) years. In the event the Grantee terminates either ownership or occupancy of the premises within five (5) years, Grantee shall be required to reimburse the HOME Consortium an amount equal to the grant amount less a deduction equal to twenty percent (20%) thereof for each full year Grantee has owned and resided in the mortgaged premises, commencing on the date of the grant.
- In the event of a voluntary or involuntary transfer of the property during the applicable period of

affordability, the Grantor will recapture all or a portion of the direct subsidy provided to the homebuyer. This direct subsidy is provided as downpayment assistance in the form of a deferred 0% interest loan. The loan will be forgiven prorata over the period of affordability (5 years), as long as the home remains the principal residence of the home buyer. If the net proceeds from a voluntary or involuntary sale are insufficient to repay the prorated amount of the HOME subsidy, the Grantor shall recapture the balance due on the loan or 100% of net proceeds from the sale, whichever is less. If there are no net proceeds from the sale, no repayment is required. "Net proceeds" is defined as the sales price minus superior loan repayment and any closing costs incurred by the homebuyer.

- If Grantee refinances and the Property remains subject to the encumbrance created by this Agreement, then Grantee shall not be required to repay any portion of the Grant.
4. Plans for using HOME funds to refinance existing debt secured by multifamily housing that is rehabilitated with HOME funds along with a description of the refinancing guidelines required that will be used under 24 CFR 92.206(b), are as follows:

Not applicable; the HOME Consortium does not plan to use HOME funds to refinance existing debt secured by multifamily housing rehabilitated with HOME funds.

5. If applicable to a planned HOME TBRA activity, a description of the preference for persons with special needs or disabilities. (See 24 CFR 92.209(c)(2)(i) and CFR 91.220(l)(2)(vii)).

N/A

6. If applicable to a planned HOME TBRA activity, a description of how the preference for a specific category of individuals with disabilities (e.g. persons with HIV/AIDS or chronic mental illness) will narrow the gap in benefits and the preference is needed to narrow the gap in benefits and services received by such persons. (See 24 CFR 92.209(c)(2)(ii) and 91.220(l)(2)(vii)).

N/A

7. If applicable, a description of any preference or limitation for rental housing projects. (See 24 CFR 92.253(d)(3) and CFR 91.220(l)(2)(vii)). Note: Preferences cannot be administered in a manner that limits the opportunities of persons on any basis prohibited by the laws listed under 24 CFR 5.105(a).

N/A

