

City of Racine, Wisconsin

2013
ANNUAL HOUSING AND
COMMUNITY DEVELOPMENT
PLAN



City of Racine, Wisconsin
Department of City Development
August 2012

The 2013 Annual Housing and Community Development Plan includes the [SF 424](#) and Narrative Responses to Action Plan questions that Community Development Block Grant (CDBG), HOME Housing Investment Partnership, Housing Opportunities for Persons With AIDS (HOPWA), and Emergency Solutions Grant (ESG) grantees must respond to each year in order to be compliant with the Consolidated Planning Regulations.

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Fourth Program Year Racine 2013 Action Plan

The CPMP 2013 Annual Action Plan includes the [SF 424](#) and Narrative Responses to Action Plan questions that CDBG, HOME, HOPWA, and ESG grantees must respond to each year in order to be compliant with the Consolidated Planning Regulations.

Narrative Responses

GENERAL

GRANTEE: City of Racine, Wisconsin
CON PLAN PERIOD: 2010 to 2014

Executive Summary (92.220(b))

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

PY 2013 Action Plan Executive Summary:

Racine's 2013 Housing and Community Development Action Plan emphasizes activities in the city's four priority areas: neighborhoods; jobs; youth services; and emergency shelter. The 2013 Action Plan builds on the goals and objectives of the 2010-2014 Consolidated Housing and Community Development Plan (Con Plan) and lists specific activities, funding allocations, and funding sources. This annual action plan represents the third year of activities to be implemented under the Con Plan.

Within the CDBG and HOME programs, funds are dedicated to activities, which benefit specific neighborhoods, including the Uptown and Douglas Avenue commercial corridors, Downtown Racine, the Lincoln-King neighborhood north and west of Downtown, and the Towerview neighborhood south and west of Downtown. A map showing the boundaries of these target areas may be found in Appendix A. Please note that there is some overlap between the various target areas. It is estimated that approximately one-third of all CDBG and HOME funds Racine will invest in 2013 will be in activities specifically benefiting one or more of these neighborhoods.

During 2013 Racine will invest CDBG and HOME funds in the production or rehabilitation of affordable housing through its own housing rehabilitation loan program as well as through public and private third parties proposing similar activities. City officials will encourage the staff of the Housing Authority of Racine County to refer participants of the Section Eight housing opportunity voucher program to utilize opportunities made possible by the use of CDBG and HOME funds, such as down payment assistance and job training programs.

Racine's strategy for addressing homelessness and the priority needs of homeless persons and families (including the subpopulations identified in the needs section) is for the City to provide support to the Homeless Assistance Coalition of Racine County (HAC) as well as its programs and members. HAC has been in existence for over a decade and is well organized and oversees the City's Continuum of Care (CoC) grant. HAC member organizations provide the housing and supportive services needed in each stage of the homeless process including preventing homelessness, outreach/assessment, emergency shelters and services, transitional housing, and helping homeless persons (especially any persons that are chronically homeless) make the transition to permanent housing and independent living.

Emergency Solutions Grant (ESG) funding in 2013 will go for shelter operational expenses such as furnishings, insurance, minor repairs, telephone, and utilities as well as activities to prevent homelessness such as legal assistance and short-term rent assistance. ESG funding complements larger funding sources including Continuum of Care, United Way, private donations, etc., which can be used to tackle the bigger homelessness prevention issues.

A comprehensive countywide network of public and private social service agencies provides services to people with special needs including the elderly, disabled, persons with HIV/AIDS, and persons with alcohol or other drug addictions. The Racine County Human Services Department and United Way of Racine County are primarily responsible for planning and coordinating services within this network. Funding comes from a variety of sources including federal, state, and county governments, philanthropic foundations, and individual donations. Annually each of these sources allocate funds to the various agencies and organizations in order to best meet the needs of the community. In recent years United Way of Racine County has been working with its partner providers to develop agency-specific logic models and outcome indicators.

Racine will continue to use a portion of its HOME funds to administer a home buyer down payment assistance program. This program provides up to \$10,000 of the purchase price in the form of a forgivable loan to qualified home buyers. Under the terms of the loan, recipients who complete their five-year residency have their loans completely forgiven. Home buyers who do not complete five years in residence are required to repay a proportionate share of the original loan, based on the length of time they resided in the home, calculated from the net proceeds of the home sale. For other home

buyer activities, covenants running with the property require that benefited properties remain affordable throughout the affordability period.

Figure 1 summarizes priorities and specific objectives to be achieved through implementation of the 2013 Action Plan.

Figure 1: Racine 2013 Housing and Non-Housing Community Development Objectives/Outcomes

Racine Outcome/Objective	Specific Objectives	Sources of Funds	Amount 2013	Performance Indicators 2013	Expected Number 2013	HUD Outcome/Objective*
Housing						
H-1	Provide opportunities for an adequate housing supply that will meet the needs of all residents and result in a broad range of choice among housing designs, sizes, types, and costs, recognizing the changing trends in age-group composition, income, and household types.	CDBG	\$927,000	# of rental units developed or rehabbed to be code compliant, energy efficient, or accessible	18 units	DH-1 DH-2
		HOME	\$284,085	# of owner-occupied units developed or rehabbed to be code compliant, energy efficient, or accessible.	20 units	
H-2	Encourage growth in owner-occupied residential units.	HOME	\$120,000	# of households who become homeowners	20 hshlds	DH-1

Racine Outcome/Objective	Specific Objectives	Sources of Funds	Amount 2013	Performance Indicators 2013	Expected Number 2013	HUD Outcome/Objective*
Community Development						
Public Services and Facilities						

CD-1	Provide assistance to persons and/or families to mitigate or prevent homelessness	ESG	\$124,690	# of persons assisted with services	334 persons	SL-1
CD-2	Provide opportunities for youth to participate in positive, community-oriented activities	CDBG	\$35,000	# of participating youth	150 persons	SL-1
CD-3	Assist persons to increase job skills/ employment training	CDBG	\$84,000	# of persons assisted	120 persons	EO-1
Economic Development						
CD-5	Provide assistance to businesses to create and/or retain jobs for LMI persons	CDBG	\$153,000	# of jobs created or retained # of jobs made available to or taken by LMI persons	7 Jobs 5 Jobs	EO-1
Neighborhood Revitalization						
CD-7a	Improve targeted neighborhoods, including a potential NRSA, through a variety of public service initiatives	CDBG	\$99,810	# of neighborhoods assisted # of persons assisted	5 targeted areas assisted 16,000 Persons	SL-3
CD-7b	Improve targeted neighborhoods through public infrastructure improvements	CDBG	\$613,350	# of neighborhoods assisted	5 targeted areas assisted	SL-3

				# of facilities improved	5 facilities improved	
Planning and Administration						
CD-8	Effective overall program administration	CDBG HOME ESG	\$315,840 \$39,215 \$ 10,110	# of years of successful program administration	1 Year	

(*) **HUD Objective/Outcome** refers to housing and community development objectives and outcomes as categorized by the U.S. Department of Housing and Urban Development (HUD), and shown on the table below. Outcomes must be categorized as providing either new or improved availability/accessibility, affordability, or sustainability of decent housing (DH), a suitable living environment (SL), and economic opportunity (EO).

	Availability/ Accessibility	Affordability	Sustainability
Decent Housing	<i>DH-1</i>	<i>DH-2</i>	<i>DH-3</i>
Suitable Living Environment	<i>SL-1</i>	<i>SL-2</i>	<i>SL-3</i>
Economic Opportunity	<i>EO-1</i>	<i>EO-2</i>	<i>EO-3</i>

More specific detail, including the expected and actual numbers of beneficiaries may be found on the Summaries tables in Appendix A.

Action Plan Required Elements:**Geographic Distribution/Allocation Priorities:**

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

*Please note that maps or other attachments may be included as additional files within the CPMP Tool.

PY 2013 Action Plan #1: Response

Assistance under the Community Development Block Grant (CDBG), HOME Housing Investment Partnerships, and Emergency Solutions Grant (ESG) programs is directed toward lower income individuals, households, and areas as defined by the U.S. Department of Housing and Urban Development (HUD). A map of Racine's lower income areas may be found in Appendix A.

There is a high correlation between Racine's lower income areas and its areas of racial concentration. According to U.S. Department of Housing and Urban Development (HUD) estimates, over 42,000 persons (52.8 percent of Racine's total population) live in the lower income areas. Of this number, approximately 13,450 (31 percent) are African-American and 8,150 (19 percent) are Hispanic/Latino. A map showing Racine's areas of racial concentration (Census block groups with 40 percent or more minority population) may be found in Appendix A.

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

PY 2013 Action Plan #2: Response

City of Racine budgetary policy and long-standing practice require that federal Community Development Block Grant (CDBG), HOME Housing Investment Partnerships, and Emergency Solutions Grant (ESG) funds be invested within the city limits. Furthermore, federal regulations governing these grant programs require that funding be directed primarily to the benefit of lower income persons, households, or areas as defined by the U.S. Department of Housing and Urban Development. In its allocation decisions, Racine has historically targeted over 95 percent of its funding to serve lower income persons, households, or areas.

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

PY 2013 Action Plan #3: Response

Racine's experience has been that there are two predominant obstacles to meeting underserved needs: lack of funds and lack of institutional structure. During the year, city staff and elected officials will continue to work with affected agencies to identify

alternate funding sources, which will enable them to meet a larger portion of the community's needs. Such sources include funding from federal, state and local governments as well as the private sector. When the lack of institutional structure is the issue, city staff and elected officials will endeavor to work with interested parties to expand the mission of an existing organization or to create a new one.

Sources of Funds:

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

PY 2013 Action Plan #4-5: Response

It is expected that resources from other federal, state, local, and private agencies and organizations including Section Eight housing choice vouchers, Low-Income Housing Tax Credits (LIHTC), McKinney-Vento Homeless Assistance Act funds (including Continuum of Care and Emergency Shelter grants), Economic Development Initiative (EDI), U.S. Department of Health and Human Services, U.S. Department of Justice, Wisconsin Department of Commerce, Wisconsin Housing and Economic Development Authority (WHEDA), City of Racine capital improvement and operating funds, United Way of Racine County, and various private foundations will be available to address needs identified in the Action Plan.

Figure 2: 2013 Sources of Funds

Resources	2013 Allocation
Community Development Block Grant	\$1,618,800
CDBG Program Income (estimated)	\$609,200
HOME	\$392,150
HOME Program Income (estimated)	\$51,150
Emergency Shelter Grant	\$134,800
Total 2013 Budget	\$2,806,100
Other Resources	
McKinney-Vento Homeless Assistance (estimated)*	\$1,207,000

(*) McKinney-Vento Homeless Assistance funds are awarded directly to Racine's homeless assistance agencies and organizations by the U.S. Department of Housing and Urban Development through the Continuum of Care process.

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

PY 2013 Action Plan #6: Response

Within the CDBG and HOME programs, funds are dedicated to activities, which benefit specific neighborhoods, including the Uptown and Douglas Avenue commercial corridors, Downtown Racine, the Lincoln-King neighborhood north and west of Downtown, and the Towerview neighborhood south and west of Downtown. A map showing the boundaries of these target areas is attached in Appendix A. Please note that there is some overlap between the various target areas. It is estimated that approximately one-third of all CDBG and HOME funds Racine will invest in 2013 will be in activities specifically benefiting one or more of these neighborhoods.

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

PY 2013 Action Plan # 7: Response

Not applicable. Racine has not designated a Neighborhood Revitalization Strategy Area.

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

PY 2013 Action Plan # 8: Response

In its funding decisions, Racine places a high priority on leveraging. Activities whose proponents have identified or secured private and non-federal public funding sources are given greater consideration during the grant allocation process. Private, not-for-profit organization administrators are actively encouraged to search out such funding sources in order to ensure the long-term sustainability of their organizations. Program administrators are also encouraged to cite the award of CDBG, HOME, or ESG funds when submitting applications for private and non-federal public grant funding.

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

PY 2013 Action Plan # 9: Response

Recipients of CDBG, HOME, and ESG funds are required to report the source(s) and amount(s) of all other funding sources, which contributed to a specific activity. Some specific examples of other funding sources include: in-kind contributions; foundation grants; individual contributions and donations; private capital loans and grants; and private equity investments.

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

PY 2013 Action Plan # 10: Response

During 2013 it is anticipated that several publicly owned residential parcels, both vacant and developed, will be transferred to private ownership for approved new construction or substantial rehabilitation activities to be funded through the CDBG and HOME programs. It is also expected that one or more publicly owned commercial or manufacturing parcels will be transferred to private ownership for approved development or redevelopment activities.

Managing the Process

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

PY 2013 Action Plan # 11: Response

In an effort to increase public involvement in the development of the 2010-2014 Five-Year Consolidated Plan, the City of Racine contracted with the consultant firms of Urban Strategies, LLC and Community Planning and Development Advisors, LLC (CPDA) to conduct a focus group for stakeholders and practitioners involved with CDBG and HOME and to conduct Internet surveys of community members. In addition, the consultants contacted the Housing Authority of Racine County for input on the needs of public

housing and current waiting lists and number of housing vouchers and housing units in the program.

On May 6, 2010, CPDA conducted a focus group for stakeholders and practitioners in Racine to provide advice and input to the City for the development of the 2010-2014 Consolidated Plan. The City of Racine and CPDA/US invited over 100 people who represented public and private agencies providing health services, social and fair housing activities, services to children, elderly, homeless, and disabled, housing services, city services, elected officials, and administrators involved in the city's community development program. Two focus group sessions were held, one at 1:30 pm and one at 7:00 pm. Twenty-four people actually participated in the day's sessions. For a complete report on the focus groups see Appendix B.

Each of the focus groups was asked 3 questions:

- What are the strengths of Racine's current five-year plan and community development programs?
- What are the weaknesses of Racine's current five-year plan and community development programs?
- What priorities should Racine have for the next 5-year plan for community development programs?

Based on the responses from participants in the focus groups, it appears that the stakeholders and practitioners view the application process for CDBG, HOME and ESG funding as a positive experience. Other strengths mentioned in the groups included the flexibility of the programs, efficient use of administration funds, street improvements, rehabilitation of single family homes, and funded activities are inclusive and cross economic lines. Weaknesses identified by the groups were the use of a shotgun approach to fund too many organizations, unclear definitions of public service and "bricks and mortar" activities, lack of support for supportive housing for mentally-disabled persons, and the process has a random nature to it that is more political than outcome-based. A complete report on all of the weaknesses identified by the groups can be found in Appendix B.

The groups had many suggestions for what the priorities for the next five years should be, such as: image marketing related to price stability and equity in the neighborhoods, public works infrastructure projects that promote sustainable neighborhoods, increasing educational levels in the city, revitalizing housing stock, and safety such as neighborhood watch, and community-oriented policing houses.

The 2013 Action Plan was based on the results of the focus groups and the goals and objectives of the 2010-2014 Consolidated Plan Strategic Plan with an emphasis on housing and neighborhood development, job creation, and homelessness prevention.

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

PY 2013 Action Plan # 12: Response

During 2013, Department of City Development staff will continue to participate in city- and county-wide housing, homeless assistance, social service, economic development and other organizations in order to better coordinate the City's decisions and actions with those of other agencies and organizations. In their monitoring visits the staff will continue to inquire about the future programmatic and financial needs of the monitored agencies and organizations; additionally, staff will look for possible partnership and coordinatino oportunities amongst agencies.

Citizen Participation (91.220(b))

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

PY 2013 Action Plan # 13: Response

The City of Racine follows a citizen participation plan that affords interested parties the fullest possible opportunity to comment on funding allocation decisions and program performance.

Racine annually solicits by mail, email, the department's website and through newspaper advertisements proposals from interested parties for use of its CDBG, HOME, and ESG funds. The submitted proposals and proposed funding allocations are reviewed by the city's Community Development Committee at open meetings subject to the Wisconsin Open Meetings Law. Public comment is encouraged at these meetings.

The 30-day citizen comment period was initiated on August 27, 2012 by emailing a public notice to a list of interested individuals and organizations, which is maintained by the City of Racine. The notice was published in several community newspapers (in the September 1-15, 2012 issue of the *Insider News* and on September 1, 2012 in the *Racine Mirror*), on the City's website on August 27, 2012 running through September 26, 2012, and in the *Racine Journal Times* in Spetemer 2012. September 26, 2012 was the concluding date for citizen comments.

Technical assistance was provided via optional trainings throughout the summer of 2012 on various topics of the grant administration process, from applications and budget development to monitoring and compliance. These trainings were sent out to community agencies via email as well as posted on our department's website.

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

PY 2013 Action Plan # 14: Response

Racine makes a particular effort to reach out to racial and ethnic minorities by advertising its funding and public hearing notices in newspapers directed toward the minority community. Similarly, the mailing lists the City employs are comprehensive in their inclusion of all segments of the community including minorities, lower income persons, disabled individuals, the elderly, youth, and other groups that may have been underrepresented in public-decision making in the past.

Community Survey

An Internet Community Needs Survey was conducted for five or six weeks during the months of April /May during 2010 and was accessible to residents through the City's website. The Mayor of Racine and the Common Council invited residents of the City of Racine to participate in the online Community-Wide Needs Survey in a press release issued by the Mayor on April 9, 2010. The press release went to the following media outlets:

- Racine Journal Times
- Racine Mirror
- The Insider News
- The Racine Post

The results of the needs survey were to help the City determine the use of public funds, including their yearly allocations of Community Development Block Grant funds, HOME funds and Emergency Shelter Grant funds. Six hundred and thirty-six (636) residents of the City of Racine accessed the survey with 581 of those responding completing the survey. The results of the Community Survey can be found in Appendix B.

The housing activities ranked as having the highest need were the maintenance and upkeep of rental properties, actions to address abandoned, vacant properties followed by increasing homeownership. The respondents overwhelmingly ranked increasing the opportunities for jobs/ employment as a critical and high need followed by encouraging the development of small businesses. The public improvement activity rated as highest in need for funding was the removal, repair, or replacement of blighted or damaged properties, the same activity rated as a high or critical need within their neighborhoods.

More than 60 percent of the respondents ranked the following public service activities as having a critical or high need: Job training programs, Youth mentoring programs and Crime awareness and prevention programs.

The survey allowed for written comments to each question and the last question on the survey invited respondents to provide any additional comments or recommendations on the use of public funds by the City over the next five years. The respondents to the survey were more than willing to provide their recommendations with 194 comments. These comments and survey results can be viewed in their entirety in Appendix B.

Stakeholders/Practitioner Survey

An online-survey was developed separately from the community survey for community development stakeholders and practitioners. An invitation to participate in this survey was sent to an extensive list of public and private agencies involved in community development and housing, elected officials, city departments and city administrators. The response to this survey was impressive with more than 50% of those invited accessing and completing the survey.

The Stakeholder Survey asked respondents to rate the "Importance", "Effectiveness", and "Need" for various sub-activities under the following four components:

- Housing
- Capital Improvements
- Economic Development
- Public Services

More than 50 percent of respondents considered all housing activities to be of high or critical importance, however, respondents were unable to rate the effectiveness of the programs, except for the Unified Neighborhood Inspection Team code enforcement program that was rated as being highly or extremely effective by more than 40 percent of respondents.

Street resurfacing and pavement replacement were rated highest in importance, effectiveness and need by respondents. Job training programs were rated as being of critical or high importance by respondents under both economic development and public service components.

15. *Provide a summary of citizen comments or views on the annual plan.*

PY 2013 Action Plan # 15: Response

The surveys allowed for written comments to each question and the last question on the survey invited respondents to provide any additional comments or recommendations on the use of public funds by the City over the next 5 years. These comments and survey results can be viewed in their entirety in Appendix B.

_____ comments were received during the August 27, 2012 through September 26, 2012 public comment period.

16. *Provide a written explanation of comments not accepted and the reasons why these comments were not accepted.*

*Please note that Citizen Comments and Responses may be included as additional files within the CPMP Tool.

PY 2013 Action Plan # 16: Response

Not applicable. No comments were received during the public comment period.

Institutional Structure

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

PY 2013 Action Plan # 17: Response

The City of Racine and its administrative departments will continue to participate in meetings and other activities of organizations such as the Homeless Assistance Coalition of Racine County and the Racine County Housing Coalition and thereby help change existing institutional structures or to create new ones as the need arises. Similarly, city staff maintains relationships with groups promoting the economic development of Racine and the Milwaukee-Racine metropolitan area and participates in the development of new partnerships or organizations to further that goal.

Monitoring

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

PY 2013 Action Plan # 18: Response:

Racine dedicates a substantial portion of its administrative budget to monitoring its own activities and those of its subrecipients. Monitoring duties are shared by the city's Finance and City Development staffs. With over 100 CDBG-, HOME-, or ESG-funded activities going on at any one time, monitoring is a continuous task throughout the program year.

In order to monitor performance towards meeting the goals and objectives set forth in the Consolidated Plan, Racine includes specific performance standards in its CDBG-, HOME-, and ESG-funded contracts and subrecipient agreements. Subrecipients are expected to report their progress quarterly. Progress payment requests are reviewed and verified before payment is made. Internally, monthly financial reports prepared by the Finance Department are jointly reviewed by both Finance and City Development staffs to identify subrecipients who are not making satisfactory progress towards meeting goals and objectives in their agreements. If necessary, inquiries are made to determine the cause(s) of delays and to discuss possible corrective measures.

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

PY 2013 Action Plan # 19: Response

Racine periodically updates open activities in the Integrated Disbursement and Information System (IDIS) maintained by the U.S. Department of Housing and Urban Development. Information gathered from monthly subrecipient reports is entered into IDIS quarterly. This process allows both the city and the Department of Housing and Urban Development to obtain a comprehensive and systematic overview of the progress subrecipients are making.

In order to ensure timeliness of expenditures, internal financial reports are monitored monthly by finance and city development staffs. Subrecipients who are slow to draw their funds are identified and investigation is made into the cause(s). When necessary, corrective action is suggested and discussed. In extreme cases, the funds are recaptured and made available for reallocation to other activities.

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

PY 2013 Action Plan # 20: Response

All housing projects funded through CDBG or HOME are subject to inspection at the time of completion. Prior to the final payout of funds, documentation of code compliance is required. HOME-funded projects are inspected in accord with the requirements applicable to homebuyer and rental activities contained in the HOME program regulations.

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

PY 2013 Action Plan # 21: Response

Monitoring of subrecipients to ensure compliance with program requirements is an ongoing administrative task, which is accomplished on a day-to-day basis by review of program and financial reports as described above. More formal subrecipient monitoring involves annual on-site visits or in-office file reviews. Grant subrecipients (including city departments receiving funding) whose programs are new, receive a large amount of funding, are unusually complex, have had past monitoring findings, or have experienced administrative difficulties are monitored on-site. Subrecipients who do not meet any of these criteria receive an in-office file review ("desk monitoring"). More than two-thirds of Racine's grant subrecipients are monitored on-site.

Whether on-site or in-house, annual monitoring reviews follow prepared checklists covering programmatic regulatory requirements as well as generally accepted management and accounting practices. Monitoring sessions generally take one to three hours.

The results of the monitoring, including any findings and recommended corrective actions, are transmitted in writing to the subrecipient with a written reply requested, when appropriate. When there are findings, city staff follow up with the subrecipient to ensure compliance and submit a written letter of compliance satisfaction as needed.

Description of Activities

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

**If using the CPMP Tool: Complete and submit the Projects Worksheets and the Summaries Table.*

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

PY 2013 Action Plan # 22: Response

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

The Summaries Table and Project Worksheets in Appendix A summarize the programs and activities that will take place during 2013 to achieve the needs and objectives identified in the Strategic Plan.

Summary of Specific Annual Objectives and Outcome Measures

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

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

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

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

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

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

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

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

PY 2013 Action Plan # 23-25: Response

The Summaries Table and Project Worksheets in Appendix A summarize the programs and activities that will take place during 2013 to achieve the needs and objectives identified in the Strategic Plan.

HOUSING

Annual Affordable Housing Goals (91.220(g))

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

**If using the CPMP Tool: Complete and submit the Priority Housing Needs Worksheet.*

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

PY 2013 Action Plan Annual # 26: Response

Figure 3: Table 3B Racine 2013 Annual Housing Completion Goals

ANNUAL HOUSING COMPLETION GOALS					
ANNUAL AFFORDABLE RENTAL HOUSING GOALS (SEC. 215)	Annual Expected	Resources used during the period			
	Number Completed	CDBG	HOME	ESG	HOPWA
Acquisition of existing units	0				
Production of new units	0				
Rehabilitation of existing units	6	X	X		
Rental Assistance	0				
Total Sec. 215 Rental Goals	6				
ANNUAL AFFORDABLE OWNER HOUSING GOALS (SEC. 215)					
Acquisition of existing units	8	X	X		

Production of new units	2	X	X		
Rehabilitation of existing units	25	X	X		
Homebuyer Assistance	18		X		
Total Sec. 215 Owner Goals	53				
ANNUAL AFFORDABLE HOUSING GOALS (SEC. 215)					
Homeless	0				
Non-Homeless	53	X	X		
Special Needs	0	x			
Total Sec. 215 Affordable Housing	53		x		
ANNUAL HOUSING GOALS					
Annual Rental Housing Goal	6	x	x		
Annual Owner Housing Goal	53	x	x		
Total Annual Housing Goal	59	x	x		
<p>For the purpose of identification of annual goals, an assisted household is one that will receive benefits through the investment of Federal funds, either alone or in conjunction with the investment of other public or private funds.</p>					

Needs of Public Housing (92.220(b))

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

PY 2013 Action Plan # 27: Response

The Housing Authority of Racine County (HARC) administers Public Housing and Section Eight programs in Racine. HARC currently has eight units of public housing within Racine. These housing units are designated for persons with physical disabilities and all are occupied. The public housing units are in good condition, requiring only minor repair

and maintenance. Capital improvement needs are addressed through allocations from the reserve fund.

As opportunities present themselves the City of Racine will support and collaborate with HARC to create affordable housing for owner-occupants or to collaborate with HARC and other agencies to promote home-ownership opportunities among HARC's Section Eight recipients. Such collaboration may include allocations of CDBG or HOME funds by the City or participation in a consortium to promote homeownership.

HARC administers a Homeownership program to encourage public housing residents to become more involved in management and participate in homeownership. Families are required to have been Housing Choice Voucher holders for a period of at least one year to qualify for the program. In that time, families are required to complete a homeownership and housing counseling program which includes a financial fitness component. Every effort is made to insure a successful transition from renting to homeownership.

HARC will take the following actions to implement the program: provide program participants with referrals to local partner agencies who have both home ownership preparation and down payment assistance (WHEDA, City of Racine and Weed and Seed, Neighborhood Housing Services, IDA Programs, Housing Resources, Habitat for Humanity, Racine Housing and Neighborhood Partnership); encourage the Housing Specialist to promote use of HCV for home ownership at recertification appointments; and conduct outreach of community to promote home ownership.

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

PY 2013 Action Plan # 28: Response

HARC is designated as high-performing by the U.S. Department of Housing and Urban Development, meeting or exceeding all performance standards.

Antipoverty Strategy

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

PY 2013 Action Plan # 29: Response

Poverty in Racine is linked directly to a chronically high unemployment rate and the loss of thousands of high-paying manufacturing jobs since the early 1980's. As a result, the creation of jobs and a healthy economic environment is a cornerstone of the City's community development strategy. Among the economic development activities the City

supports with its grant funds are: property acquisition, renovation or clearance, and disposition for commercial/industrial redevelopment; technical assistance to minority and women-owned businesses; low-interest business loans; job skills training; literacy education; and compensatory education.

The causes of poverty are many and complex and no single activity will by itself reduce the number of poverty level households, but a combined effort (and a healthy state and national economic climate) will have some effect. Racine's policies and activities are a relatively small part of the total picture, but reducing the poverty rate among Racine's residents is an important outcome.

Barriers to Affordable Housing

30. Describe the actions that will take place during the next year to remove barriers to affordable housing.

PY 2013 Action Plan # 30: Response:

Racine's land use regulations are inclusive of the full range of housing types found in smaller central cities in the United States. Racine is one of the few large Wisconsin cities that are entirely "built-out" and there are therefore no large tracts of land available for housing development. In recent years new housing development has occurred on land that has been cleared of prior uses or in buildings such as converted factories or warehouses. In its land use planning and land development policies, the City continues to pursue opportunities to create housing through redevelopment as such opportunities present themselves.

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

PY 2013 Action Plan # 31: Response

During 2013 Racine will invest CDBG and HOME funds in the production or rehabilitation of affordable housing through its own housing rehabilitation loan program as well as through public and private third parties proposing similar activities. City officials will encourage the staff of the Housing Authority of Racine County to improve their administration of the Housing Choice Voucher program to reach a larger number of eligible households.

Lead-based Paint

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

PY 2013 Action Plan # 32: Response

Racine has one of the most aggressive lead-based paint hazard reduction programs in the state of Wisconsin. Annually nearly 3,500 school-aged children are tested for lead poisoning. Those found to have been poisoned are referred for further evaluation and treatment and their homes are inspected to determine the environmental source(s) of lead. Parents are counseled on housing maintenance practices that will reduce or eliminate lead dust in the home. All these activities are carried out by the Racine Health Department which also prepares public education materials and makes public presentations on lead-based paint hazards and how to avoid them. Racine will continue to participate in a HUD-funded joint Racine-Kenosha County program to increase awareness of the hazards of lead-based paint, and to eliminate those hazards through rehabilitation loans and grants.

The City's Housing Department has adopted and continues to implement a series of procedures and policies, which comply with federal lead-based paint hazard reduction regulations. Private, not-for-profit housing organizations receiving CDBG and HOME grant funds are monitored for their compliance with the lead-based paint hazard regulations.

HOMELESS**Specific Homeless Prevention Elements**

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

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

PY 2013 Action Plan # 33: Response

Racine's response to the issue of chronic homelessness is coordinated by the Homeless Assistance Coalition, representing local agencies and organizations involved with homelessness issues. In the coming year the Homeless Assistance Coalition (HAC) and its constituent organizations will continue to apply available public and private resources such as Continuum of Care, Emergency Solutions Grant, United Way of Racine County, and private donations to the goal of eliminating chronic homelessness by 2013. The principal barrier to achieving this goal is expected to be a lack of adequate resources to address the problem.

Racine's strategy for addressing homelessness and the priority needs of homeless persons and families (including the subpopulations identified in the needs section) is for the City to provide support to the Homeless Assistance Coalition of Racine County (HAC) as well as its programs and members. HAC has been in existence a number of years

and is well organized and oversees the City's Continuum of Care. HAC member organizations provide the housing and supportive services needed in each stage of the homeless process including preventing homelessness, outreach/assessment, emergency shelters and services, transitional housing, and helping homeless persons (especially any persons that are chronically homeless) make the transition to permanent housing and independent living. Additionally, the City provided support to the Racine United Way which is undertaking a number of initiatives that affect the homeless and those at risk of becoming homeless.

The Homeless Assistance Coalition of Racine County (HAC) is an association of over 30 agencies and organizations established to address the needs of the homeless and to prevent homelessness through interagency collaboration and co-ordination. The HAC's general membership meets monthly to discuss programmatic and administrative issues and to decide upon coordinated strategies. HAC's subcommittees look at issues in more depth and recommend actions to the general membership. HAC's membership roster includes emergency shelter, transitional housing, and permanent housing providers, service providers, state, county, and municipal government, private foundations and other funding agencies, law enforcement, and the health care community. HAC is the organization responsible for developing the annual Continuum of Care application as well as a joint recommendation for the City's annual Emergency Solutions Grant funding allocation.

In its 2011 Continuum of Care (CoC) application, Exhibit 1, HAC established the following objectives to address homelessness and eliminate chronic homelessness: 1) Create new permanent housing beds for chronically homeless persons; 2) Increase the percentage of participants remaining in CoC-funded permanent housing for at least six months to 77 percent or more; 3) Increase the percentage of participants in CoC-funded transitional housing that move to permanent housing to 65 percent or more; 4) Increase the percentage of participants in all CoC-funded projects that are employed at program exit to 20 percent or more; 5) Decrease the number of homeless households with children. The HAC identified persistently high unemployment in Racine and Racine County as the principal barrier to achieving these objectives.

To address these needs, in 2013, Racine will allocate its Emergency Solutions Grant (ESG) assistance to support operations and critical supportive services (medical care, mental health, employment and training, legal assistance, etc.) of the CoC and its member organizations. City staff will support the HAC and the CoC through on-going participation in regular meetings and special activities.

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

PY 2013 Action Plan # 34: Response

To address individuals and families with children at imminent risk of becoming homeless, the City continues to support and work with HAC, the CoC and its member organizations.

HAC's annual Continuum of Care application lists the following funding sources to address homeless needs and prevent homelessness: ESG; HPRP; Neighborhood Stabilization Program-3 (NSP-3); Welfare-to-Work; Mental Health Block Grant; Substance Abuse Block Grant; Social Services Block Grant; State of Wisconsin Shelter Subsidy; Health Care Aid Grants; Department of Public Instruction Tutoring Grants; Domestic Abuse Shelter/Services Grants; Title IV B Essential Services Grants; Department of Veterans Affairs Transitional Housing Grants; Department of Administration Essential Services Grants; Racine County Human Services Department Grants; United Way of Racine County; individual religious congregations; corporate grants; individual monetary and in-kind donations; fundraising events; private foundations; financial institutions; utilities; and faith-based organizations, including religious orders and denominational social service agencies.

Besides the services they provide for the homeless, HAC's members work to prevent homelessness among those who are at imminent risk. Through advocacy, treatment, direct subsidy, and other means they try to keep the at-risk population from becoming homeless. Some examples are care management services provided by agencies dealing with domestic violence, alcohol and other drug abuse, serious mental illness and developmental disabilities; legal representation and financial assistance provided to those at risk of eviction; employment assistance; emergency assistance; and outreach to those being discharged from prison, medical care, or other institutional setting. The HAC recognizes the importance of access to services in preventing homelessness, and is increasing its efforts to train case managers to assist program participants to obtain the services they need through Individual Service Plans.

In 2013 Emergency Solutions Grant funding will be allocated for emergency shelter, homelessness prevention, rapid re-housing, and administration of the Homeless Management Information System (HMIS). The City does this to complement larger sources including Continuum of Care, United Way, private donations, etc., which can be used to tackle the bigger homelessness prevention issues.

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

PY 2013 Action Plan # 35: Response

The City of Racine certifies that a policy for discharge of persons from publically funded institutions has been established and adopted by the City. The details of the policy are included in the 2010-2014 Consolidated Plan, copies of which are available upon request from the Department of City Development.

Emergency Solutions Grants (ESG)

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

PY 2013 Action Plan # 36: Response

Racine's ESG match will be met by the following: volunteer hours (at the hourly rate allowed by the ESG regulations); United Way, private foundation, and U.S. Department of Health and Human Services grants; and monetary or in-kind charitable donations. Match amounts will be attested by ESG sub-recipients and verified by City Development Department staff.

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

PY 2013 Action Plan # 38: Response

Not applicable.

NON-HOMELESS SPECIAL NEEDS HOUSING

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

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

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

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

PY 2013 Action Plan # 38: Response

A comprehensive countywide network of public and private not-for-profit social service agencies provides services to people with special needs including the elderly, disabled, persons with HIV/AIDS, and persons with alcohol or other drug addictions. The Racine County Human Services Department and United Way of Racine County are primarily responsible for planning and coordinating services within this network. Funding comes from a variety of sources including federal, state, and county governments, philanthropic foundations, and individual donations. Annually each of these sources allocate funds to the various agencies and organizations in order to best meet the needs of the community. Recently United Way of Racine County has been working with its partner providers to develop agency-specific logic models and outcome indicators.

The City has worked with providers and advocates for special needs populations. With the onset and continuation of the national economic crisis, cooperation and coordination between the city and provider agencies is crucial. Racine has experienced a significant economic impact especially job losses and downsizing of the city's once major

manufacturing sector. Special needs populations are particularly hard hit by these conditions since these individuals are among the least skilled and schooled and the most common jobs available to them have been low level, unskilled manufacturing and service positions, all of which have been severely affected by the economic slowdown. Therefore the most significant needs for this population are job training, job creation and subsequently housing including affordable housing and special needs housing with services for those who are not able to live independently on whatever wages or benefits they receive. Additionally, with economic conditions worsened and jobs more difficult to keep or find, social, family and health conditions worsen as well creating a serious need for support programs for these priorities as well.

To help address these needs, the City's Consolidated Plan has identified three specific objectives to pursue over the next five years. The objectives are as follows:

- 1) Provide support to non profits and other service agencies whose goals are to improve the quality of life of Racine residents. One way that this will be accomplished will be through the recently initiated "Racine Cares Initiative." "Racine Cares" is a two-year initiative established by the Mayor's Office of Strategic Partnerships (MOSP) through a US Department of Health and Human Services *Strengthening Communities Fund* grant. "Racine Cares" will serve as a catalyst to leverage the best of Racine's public and non-profit sectors to engage in innovative and collaborative work. The goal of the initiative is to advance the City of Racine's strategic priorities and improve the quality of life for residents of our community through the following objectives:
 - To build relationships, understanding, and capacity for government and non-profits to effectively work together.
 - To eliminate barriers to funding/resource opportunities, and to increase the capacity building of non-profits in order that they can implement successful programming and manage their everyday operations.
 - To strengthen non-profits during times of economic distress.
 - To provide education and training to community-based and faith-based organizations focusing on American Recovery and Reinvestment Act (ARRA) related benefits and opportunities, capacity building, and technical.
- 2) Work with and support efforts by the United Way particularly in regard to that organization's outreach and initiatives. In 2011-12 United Way's major initiatives include:
 - "Success By 6" programs provide services that address the developmental, educational, recreational, emotional, crisis, safety, social and child care needs of children (from birth to age six) and their families and other persons who may perform the role of parenting.
 - "Caring for Kids" programs provide services that address the developmental, educational, recreational, emotional, crisis, safety, social and child care needs

of school-age children and their families and other persons who may perform the role of parenting.

- “Supporting Self-Sufficiency” programs provide services, resources and support necessary to confront the challenges of life events, transitions or stressful conditions. Programs may promote healthy interpersonal relationships, including family functioning, or assist people experiencing difficulties associated with emotional or mental health, domestic violence, substance abuse and physical or developmental disabilities. This priority area also funds programs that address the emergency and immediate needs of Racine County residents, as well as the needs of families and individuals lacking minimal basic resources including, shelter, food clothing, personal/infant care items, limited medical-related items and health care, transitional housing, transportation and energy assistance.
- [Schools of Hope](#): an initiative focused on improving third-grade reading proficiency through intensive volunteer engagement.
- [Advancing Family Assets](#): an initiative to promote financial stability and family success through coaching and mentoring.
- The United Way also invests in special projects such as improved strategies for information sharing; continuous learning and support for the effective measurement of outcomes; training and development for community investment volunteers, staff, partner providers and the human service community that supports United Way of Racine County’s core strategies; and grants to partner providers for emergency capital needs.

3) Utilize CDBG and HOME grants to provide funding support to a limited and focused number of supportive service programs and potential housing projects.

COMMUNITY DEVELOPMENT

Community Development Block Grant

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

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

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

PY 2013 Action Plan # 39: Response

It is estimated that \$2,228,700 of Community Development Block Grant funds will be expended for activities in 2013. Of this amount, approximately \$2,005,830 (90 percent) will be used for activities that benefit low- and moderate-income persons.

40. *CDBG resources must include the following in addition to the annual grant:*
- a. *Program income expected to be received during the program year, including:*
 - i. *The amount expected to be generated by and deposited to revolving loan funds;*

PY 2013 Action Plan # 40 a.i.: Response

Approximately \$649,500.00 is expected to be generated by and deposited to revolving loan funds.

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

PY 2013 Action Plan # 40 a.ii.: Response

Not applicable. Racine has no float-funded activities.

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

PY 2013 Action Plan # 40 b.: Response

Not applicable. No program income received in 2012 has not been included in a statement or plan.

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

PY 2012 Action Plan # 40 c.: Response:

Not applicable. Racine has no active Section 108 loan guarantees.

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

PY 2013 Action Plan # 40 d.: Response:

Not applicable. Racine has no urban renewal settlements for community development and housing activities.

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

PY 2013 Action Plan # 40 e.: Response:

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

41. *If a jurisdiction intends to carry out a new CDBG float-funded activity, the jurisdiction's plan must include the following information:*
- a. *For the program income included in 1(b) above, the jurisdiction should identify the month(s) and year(s) in which the program income will be received; and which of the following options it will take for each float-funded activity to address the risk that the activity may fail to generate adequate program income:*
 - i. *amend or delete activities in the amount equal to any amount due from default or failure to produce sufficient income in a timely manner. (If this option is chosen, the action plan must include a description of the process it will use to select activities to be amended or deleted and how it will involve citizens in that process), OR*
 - ii. *obtain an irrevocable line of credit from a commercial lender for the full amount of the float-funded activity. (If this option is chosen, information on the float-funded activity in the action plan must include the lender and the terms of the irrevocable line of credit), OR*
 - iii. *agree to transfer general local government funds to the CDBG line of credit in the full amount of any default or shortfall within 30 days of the float-funded activity's failure to generate projected program income on schedule.*

PY 2013 Action Plan #41: Response

Not applicable. The City of Racine does not intend to carry out new float-funded activities in 2012.

42. *Identify the jurisdiction's priority non-housing community development needs eligible for assistance by CDBG eligibility category specified in the Community Development Needs, public facilities, public improvements, public services and economic development. (Use of Table 2B or the Community Development Needs Table is sufficient, additional narrative is not required)*
- a. *For activity for which the jurisdiction has not yet decided on a specific location, such as when a jurisdiction is allocating an amount of funds to be used for making loans or grants to businesses or for residential rehabilitation, provide a description of who may apply for the assistance, the process by which the grantee expects to select who will receive the assistance (including selection criteria), and how much and under what terms the assistance will be provided.*

PY 2013 Action Plan # 42: Response

See the Priority Community Development Needs table in Appendix A.

43. *Identify specific long-term and short-term community development objectives (including economic development activities that create jobs), developed in accordance with the statutory goals described in section 24 CFR 91.1 and the primary objective of the CDBG program to provide decent housing and a suitable living environment and expand economic opportunities, principally for low- and moderate-income persons.*
(Use of Table 2B or the Community Development Needs Table and Summaries Table is sufficient, additional narrative is not required)

PY 2013 Action Plan # 43: Response

See the Priority Community Development Needs and Summaries tables in Appendix A.

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

PY 2013 Action Plan # 44: Response

Not applicable. No “urgent need” activities have been identified for 2012.

HOME/ American Dream Down payment Initiative (ADDI)

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

PY 2013 Action Plan # 45: Response

Racine will continue to use a portion of its HOME funds to administer a home buyer down payment assistance program. This program provides \$10,000 in the form of a forgivable loan towards the purchase of a home by qualified home buyers. Under the terms of the loan, recipients who complete their five-year residency have their loans completely forgiven. Home buyers who do not complete five years in residence are required to repay a proportional share of the original loan. For other home buyer activities, covenants running with the property require that benefited properties remain affordable throughout the affordability period.

46. *Describe how HOME matching requirements will be satisfied?*

PY 2013 Action Plan # 46: Response

HOME matching requirements will be met by a combination of the following: private and other public investment in HOME-funded projects as documented by project developers, sponsors, or other grant beneficiaries; waiver of fees and other closing costs as documented by participating lenders; or interest rate write-downs as documented by participating lenders and verified by City Development Department staff. The type and amount of the required match will be reported in the Consolidated Annual Performance Evaluation Report (CAPER).

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

PY 2013 Action Plan # 47: Response

The City of Racine will use its HOME funds for down payment and closing cost assistance, homebuyer new construction, and acquisition/rehabilitation activities.

Down payment assistance will be provided in the form of a zero-percent, five-year, forgivable loan. A recapture provision, contained in a promissory note signed by the recipient at the time of the mortgage loan closing, will be imposed whereby the recipient will be required to repay a pro rata proportion of the assistance received if he sells or otherwise ceases to occupy his residence during the five-years. In the event of a voluntary or involuntary transfer of the property during the five-year period of affordability, the City of Racine will thereby recapture all or a portion of the subsidy provided to the homebuyer. If the net proceeds from the voluntary or involuntary sale are insufficient to repay the prorated amount of the subsidy, the City will recapture 100 percent of the net proceeds. If there are no net proceeds, no repayment will be required. Net proceeds are defined as the sales price minus superior loan repayments and any closing costs incurred by the recipient.

Closing cost assistance will be provided in the form of a zero-percent, deferred loan up to \$2,500. A recapture provision requiring repayment in full if the recipient sells or otherwise transfers the property during the five-year affordability period will be incorporated in a promissory note signed by the recipient at closing. In the event of a voluntary or involuntary transfer of the property during the period of affordability, the City of Racine will thereby recapture the entire subsidy provided to the homebuyer. As with the recapture of down payment assistance described above, if the net proceeds from the sale are insufficient to repay the subsidy the City of Racine will recapture 100 percent of the net proceeds, and if there are no net proceeds no repayment will be required.

For the other HOME-funded homebuyer activities—new construction or acquisition/rehabilitation—Racine requires the developer or sponsor to record a deed restriction requiring that the home remain affordable for the entire affordability period.

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

PY 2013 Action Plan # 48: Response

In Racine, HOME-assisted multi-family housing (5 or more units) has historically been rental housing developed and managed by private sector, for-profit or not-for-profit corporations. These corporations have extensive marketing efforts, including advertising in minority media, when the development is first available to the public. They then

continue to market the development as a routine part of their overall management plan. In order to ensure that future developers follow the same scenario, the City of Racine in its grant agreements will require that similar steps be taken.

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

PY 2013 Action Plan # 49: Response

In order to ensure the maximum feasible participation of minorities and women in its HOME-funded homebuyer downpayment assistance program, the City of Racine publicizes the program to the entire real estate community, especially realtors and loan officers who have the most direct contact with potential home buyers and therefore function as the gatekeepers to the program. This approach has proven to be effective as nearly 85 percent of the program's participants are minorities or female.

In other HOME-funded activities, particularly those undertaken by third parties under grant agreements with the city, the parties agree to make and document efforts to encourage the use of minority- or women-owned business enterprises. These efforts and the results thereof are monitored during the annual monitoring process described above.

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

PY 2013 Action Plan # 50: Response:

Not applicable. Racine does not intend to use HOME funds for Tenant-Based Rental Assistance.

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

PY 2013 Action Plan # 51: Response:

Not applicable. Racine does not intend to use 2013 HOME funds for Tenant-Based Rental Assistance.

52. *If the PJ will use HOME funds to refinance existing debt secured by multifamily housing that is that is being rehabilitated with HOME funds, it must state its refinancing guidelines required under § 92.206(b). The guidelines shall describe the conditions under which the PJ will refinance existing debt. At a minimum these guidelines must:*
- a. *Demonstrate that rehabilitation is the primary eligible activity and ensure that this requirement is met by establishing a minimum level of rehabilitation per unit or a required ratio between rehabilitation and refinancing.*
 - b. *Require a review of management practices to demonstrate that disinvestments in the property has not occurred; that the long-term needs of the project can be met; and that the feasibility of serving the targeted population over an extended affordability period can be demonstrated.*
 - c. *State whether the new investment is being made to maintain current affordable units, create additional affordable units, or both.*
 - d. *Specify the required period of affordability, whether it is the minimum 15 years or longer.*
 - e. *Specify whether the investment of HOME funds may be jurisdiction-wide or limited to a specific geographic area, such as a neighborhood identified in a neighborhood revitalization strategy under 24 CFR 91.215(e)(2) or a Federally designated Empowerment Zone or Enterprise Community.*
 - f. *State that HOME funds cannot be used to refinance multifamily loans made or insured by any federal program, including CDBG.*

PY 2013 Action Plan # 52: Response

Not applicable. Racine does not plan to use HOME funds to refinance existing debt secured by multifamily housing that is being rehabilitated with HOME funds.

53. *If the PJ is going to receive American Dream Down payment Initiative (ADDI) funds, please complete the following narratives:*
- a. *Describe the planned use of the ADDI funds.*
 - b. *Describe the PJ's plan for conducting targeted outreach to residents and tenants of public housing and manufactured housing and to other families assisted by public housing agencies, for the purposes of ensuring that the ADDI funds are used to provide down payment assistance for such residents, tenants, and families.*
 - c. *Describe the actions to be taken to ensure the suitability of families receiving ADDI funds to undertake and maintain homeownership, such as provision of housing counseling to homebuyers.*

PY 2013 Action Plan # 53: Response

Not applicable. Racine does not receive American Dream Down Payment Initiative (ADDI) funds.

Housing Opportunities for People with AIDS X Not Applicable

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

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

54. *Provide a Brief description of the organization, the area of service, the name of the program contacts, and a broad overview of the range/ type of housing activities to be done during the next year.*
55. *Specify the one-year goals for the number of low-income households to be provided affordable housing using HOPWA funds for short-term rent, mortgage, and utility payments to prevent homelessness; tenant-based rental assistance, units provided in housing facilities that are being developed, leased, or operated.*
56. *Please describe the expected trends facing the community in meeting the needs of persons living with HIV/AIDS and provide additional information regarding the administration of services to people with HIV/AIDS.*
57. *Identify the method for selecting project sponsors (including providing full access to grassroots, faith-based and other community organizations).*
58. *Please note any evaluations, studies or other assessments that will be conducted on the local HOPWA program during the next year.*

PY 2013 Action Plan # 54 – 58: Response

Not Applicable. The City of Racine does not receive Housing Opportunities for People with AIDS funding.

Other Narrative

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