

City of Battle Creek, Michigan
Community Development

2020-21 CAPER

(DRAFT)

Prepared for the
U.S. Department of Housing
and Urban Development



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CR-05 - Goals and Outcomes

Progress the jurisdiction has made in carrying out its strategic plan and its action plan.

91.520(a)

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

The City of Battle Creek, through its Community Development Division, is the entitlement grant administrator of the City's allocation of Community Development Block Grant (CDBG) program and HOME Investment Partnership (HOME) program. The Consolidated Annual Performance and Evaluation Report (CAPER) meets the reporting requirements in Section 104(e) of the Housing and Community Development Act of 1974, as amended, 24 CFR Part 91 regarding the Consolidated Planning requirements.

The CAPER provides information on the outcomes of projects and activities proposed in the City's 2020- 21 Annual Action Plan highlighting the community development initiatives accomplished during the period of July 1, 2020 through June 30, 2021. This is the City of Battle Creek's first annual performance report for the 2020 – 2024 Consolidated Plan.

In the 2020-21 program year the City of Battle Creek's Community Development Division made progress towards fulfilling the goals of the City's 2020-24 Consolidated Plan, but the onset and intensification of the coronavirus pandemic dramatically altered the City's community development priorities and staff operations. The City received and programmed \$1,004,976 CDBG-CV funds and reprogrammed \$191,121 of HOME funds to expand its TBRA program in response to housing instability caused by the pandemic.

In recent years the City has also made raising awareness about lead poisoning and abating lead hazards in homes a priority. In the 2020-21 program year the City spent \$1.5 million on lead abatement through its Medicaid-funded MDHHS lead hazard control grant. The City also applied for and was awarded a \$3.4 million lead hazard control grant from the Department of Housing and Urban Development (HUD).

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

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

Goal	Category	Source / Amount	Indicator	Unit of Measure	Expected – Strategic Plan	Actual – Strategic Plan	Percent Complete	Expected – Program Year	Actual – Program Year	Percent Complete
Demolition	Non-Housing Community Development Blight elimination	CDBG: \$	Buildings Demolished	Buildings	26	16	61.54%	1	0	-
Housing Code Enforcement	Affordable Housing Non-Housing Community Development	CDBG: \$	Housing Code Enforcement/Foreclosed Property Care	Household Housing Unit	12,500	15,474	123.38%	2500	1906	76.24%
Lead Hazard Assessment	Affordable Housing	CDBG: \$	Other	Other	20	6	30.00%	5	2	40.00%
Placemaking and strategic planning	Affordable Housing Non-Housing Community Development	CDBG: \$	Other	Other	5	5	100.00%	1	1	100.00%
Production of new rental units	Affordable Housing	CDBG: \$	Rental units constructed	Household Housing Unit	20	1	5.00%	4	0	0.00%
Program Delivery	Program Administration	CDBG: \$ / HOME: \$	Other	Other	5	5	100.00%	1	1	100.00%
Public Infrastructure / Street improvements	Non-Housing Community Development	CDBG: \$	Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit	Households Assisted	1	1	100.00%	-	-	-
Public Services	Homeless Non-Homeless Special Needs Non-Housing Community Development	CDBG: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	200	0	0.00%	-	-	-
Rehabilitation and repair of homeowner housing	Affordable Housing	CDBG: \$ / HOME: \$	Homeowner Housing Rehabilitated	Household Housing Unit	280	230	82.15%	64	68	101.56%

Goal	Category	Source / Amount	Indicator	Unit of Measure	Expected – Strategic Plan	Actual – Strategic Plan	Percent Complete	Expected – Program Year	Actual – Program Year	Percent Complete
Rehabilitation of existing rental units	Affordable Housing	CDBG: / HOME: \$	Rental units rehabilitated	Household Housing Unit	16	3	18.75%	4	0	0.00%
Rental Assistance	Affordable Housing Homeless	HOME: \$	Tenant-based rental assistance / Rapid Rehousing	Households Assisted	72	28	38.89%	0	0	20%

Table 1 - Accomplishments – Program Year & Strategic Plan to Date

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

The goal of the City’s Five Year Consolidated Plan is to ensure safe, prosperous, and equitable communities by creating strong, sustainable, and inclusive neighborhoods and quality affordable homes for all people of Battle Creek.

In order to achieve this goal, the plan has six strategic priorities. The accomplishments of the City and it’s partners from the 2020-21 program year highlight the progress being made to address these priorities:

Local Priority 1: Ensure Housing is Affordable, Accessible, and Safe

Communities are stronger when people have access to quality, affordable and safe housing. This priority encompasses preserving current affordable housing, development of new units, increasing the diversity of housing options, ensuring that low and moderate income neighborhoods benefit from housing resources, and ensuring that rental housing is safe.

- The City’s Minor Home Repair program completed 49 projects for low and moderate income home owners.
- The City’s CHIP Medicaid-funded Lead Safe Program completed full lead abatement of 18 residential units.
- Code Compliance completed 658 rental property inspections within CDBG target areas.
- The City applied for and was awarded a \$3.4 Lead Hazard Control and Healthy Homes grant from HUD.

Local Priority 2: Activate Underutilized Land in Low Income Neighborhoods

The City will encourage the activation of public, vacant and/or underutilized land in low income areas, consistent with the City’s master plan. Activation of these spaces enables communities to preserve natural resources for public use; promote higher densities and a wider range of land uses around downtown and major corridors; assemble property for larger scale developments and improve connectivity between neighborhoods and the downtown.

- The Calhoun County Land Bank Authority (CCLBA) neighborhood mow and maintenance program enlisted seven different community groups to mow and maintain 300 vacant lots in the City of Battle Creek throughout the program year. The program provides non-profit groups, churches, youth employment and neighborhood groups that commit to mowing and maintaining 20 vacant lots per assignment with a \$3,000 stipend for the season.
- Held a funders symposium that brought together local community-based organizations redeveloping vacant land and local, state, and federal funders. Local organizations had their proposed redevelopment projects scored against the Consolidated Plan using the City’s strategic value score card, and funders shared about funding sources and best practices.

Local Priority 3: Alleviate Poverty

Individuals and families can be said to be in poverty if they have resources far below those of an average individual or family and if the impact is that they are essentially excluded from ordinary patterns, customs,

activities, or quality of life. This priority encompasses strategies that raise income, reduce the impact of being low income, and break up concentrated poverty.

- 31 people were provided rental assistance through Summit Pointe’s CDBG-CV funded program.
- 10 people were provided rental deposit and rent assistance through Summit Pointe’s TBRA program.
- 264 domestic violence shelter clients were provided hotel vouchers to address lost shelter beds due to COVID-19 and the need for social distancing.
- 46 people were provided utility assistance through Community Action’s CDBG-CV assistance program.
- The City’s Full Blast recreational facility was converted into an Emergency Homeless Shelter using CDBG-CV funds in the summer of 2020 to address lost shelter beds due to COVID-19 and the need for social distancing. 334 individuals were provided shelter.

The City had planned to fund down payment assistance (DPA) and transit infrastructure programs during the program year, but delayed start of the programs due to the pandemic. The City still intends to fund both programs in 2021.

Local Priority 4: Community Engagement Through Collaboration and Empowerment

This priority promotes engagement and empowerment at all levels of the community. Empowerment refers to the process by which people gain control over the factors and decisions that shape their lives. To that end, this priority puts an emphasis on projects that promote ownership, create or clarify pathways for community members to access and utilize resources; and/or that engage them in community decision making processes.

Other objectives in this priority promote organizing at the institutional and organizational level to create a sense of shared purpose, increase capacity, coordinate planning, partner across sectors and build coalitions.

- City staff serve as members of the “Beyond Separation” Design Team of the Truth, Racial Healing, and Transformation (TRHT) Initiative. TRHT is a community-wide collaborative initiative funded by the W.K. Kellogg Foundation focused on creating a racial equity movement in Battle Creek. The Beyond Separation team is focused on housing and addressing segregation and is comprised of representatives from the City, the Battle Creek Area Association of Realtors, the Fair Housing Center of Southwest Michigan, the Urban League, and community members.
- The Beyond Separation Design Team held a housing virtual learning event in February 2021 and created a home buyer curriculum for promoting the home buyer guide created in 2020. Two virtual workshops have been held to date with more planned for the fall of 2021.
- City staff continue to serve on the Battle Creek Homeless Coalition and Housing Solutions Board.

Local Priority 5: Affirmatively Further Fair Housing

Fair housing is the right to choose housing free from unlawful discrimination. Federal, state and local fair housing laws protect people from discrimination in housing transactions such as rentals, sales, lending, and insurance. When accepting grant funds from HUD, the City agrees to use the funds affirmatively further fair housing.

- Staff continues to work with the City’s Human Relations board, which reviews and advises on

fair housing issues and the results of systemic investigations.

- The Fair Housing Center of Southwest Michigan conducted 2 fair housing trainings that resulted in 20 individuals being trained on fair housing rights.
- City hired the Fair Housing Center to conduct a Fair Housing public awareness campaign
- Hired Truth, Racial Healing, and Transformation (TRHT) Initiative to complete an Affirmative Marketing Report and Plan for the implementation of the City's CDBG-CV grants. Available online at: [Affirmative Marketing Report & Plan - Google Docs](#).
- Based on findings of the Affirmative Marketing Report, the City funded a position at VOCES to provide housing case management for Latinx individuals and families affected by the pandemic.

Local Priority 6: Restore Vitality in Low Income Neighborhoods

Vibrant and strong neighborhoods make a strong city. They possess a sense of place and a feeling of safety and familiarity. Houses are occupied and well maintained and public spaces are inviting, walkable, and lively. Strategies and projects that successfully address this priority create, facilitate, ensure, or enhance these conditions.

- Code compliance completed 1051 enforcements in CDBG target areas to address health and safety issues, including 43 new vacant building enforcements and 42 citations to secure vacant buildings previously identified.
- Code Compliance issued 17 vouchers for free paint to property owners with peeling paint violations (funded with local resources).
- The Rental Rehabilitation program converted vacant spaces on the second and third floors of a downtown building into three units of affordable housing.

CR-10 - Racial and Ethnic composition of families assisted

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

91.520(a)

	CDBG	HOME
White	141	3
Black or African American	147	7
Asian	3	0
American Indian or American Native	1	0
Total	292	10
Hispanic	3	1
Not Hispanic	289	9

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

Narrative

The numbers represent outcomes from the CDBG and HOME programs. The number of persons served includes persons that benefitted from the following programs: minor home repair, CDBG-CV rent assistance, CDBG-CV emergency hotel vouchers, and Tenant-based Rental Assistance. Not included in the chart above are 52 Other or Multi-Racial families served by the minor home repair and emergency hotel voucher programs.

African-Americans made up 51 percent of beneficiaries served by City programs, a level above what is considered proportionate to the need. While African Americans make up 16.6 percent of the general population in Battle Creek, they comprise 42 percent of Battle Creek's severe housing cost burdened population and 41 percent of the low- and moderate- income population. Since City housing programs are targeted at low- and moderate- income families, in particular those that experience housing cost hardships, the expectation is that roughly 40 percent of the beneficiaries of our programs would be African American. This is the first time in the past ten years that African Americans have made up more than 50% of beneficiaries.

Hispanic and Latino persons make up 6.7 percent of the population, but only 1.3 percent of beneficiaries of CDBG and HOME programs in the 2020-21 program year. Participation is typically between zero and three percent. This continues a long standing trend of under representation in City programs and affirms the findings of the Affirmative Marketing Plan for the City's CDBG-CV grant as well as the need for the VOCES housing case management position funded in May of 2021.

CR-15 - Resources and Investments 91.520(a)

Identify the resources made available

Source of Funds	Source	Resources Made Available	Amount Expended During Program Year
CDBG	CDBG	1,295,000	1,067,613
HOME	HOME	302,362	111,448
CDBG-CV	CDBG-CV	1,004,976	297,354

Table 3 - Resources Made Available

CDBG available:

- CDBG General Administration \$109,000
- Planning Administration \$131,000
- Code Enforcement \$210,000
- Housing Rehab – Minor Home Repair \$445,000
- Rental Rehabilitation Program \$175,000
- Fair Housing and Case Management \$25,000
- Transit Infrastructure Program \$200,000

HOME available:

- HOME General Administration \$30,231
- Acquisition/Development/Resale \$130,000
- Tenant Based Rental Assistance \$42,082
- Down Payment Assistance Program \$100,000

CDBG-CV available:

- General Administration (CDBG-CV) \$142,176
- Housing Case Management \$105,000
- Rental Assistance \$403,800
- Utility Assistance \$54,000
- Eviction Diversion \$20,000
- Emergency Homeless Shelter Improvements \$80,000
- Homeless Shelter Operating Costs \$200,000

Identify the geographic distribution and location of investments

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description

Fremont/McKinley Revitalization Area	20	22	
Northcentral Revitalization Area	30	40	
Post/Franklin Revitalization Area	25	21	
Urbandale Revitalization Area	5	1	
Wilson/Coburn Revitalization Area	20	16	

Table 4 – Identify the geographic distribution and location of investments

The Northcentral Revitalization Area received the most CDBG, CDBG-CV and HOME resources. The HOME homeowner rehab and ADR programs were targeted in this Neighborhood, and while these programs didn't complete projects in 2020-21, three large projects have nearly completed. 39% of Minor Home Repair funds were spent in this neighborhood as well. In the past year there has been a concerted effort to layer programs and resources from a number of different stakeholders in this neighborhood.

Leveraging

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

A great deal of money was used in this community that was not HUD money. This includes dollars received by the Battle Creek Housing Commission, Neighborhoods Inc., and Community Action.

- Community Action Agency completed 42 minor home repair projects for seniors totaling \$117,425 for seniors. The program is funded by the Calhoun County Senior Millage.
- Neighborhoods, Inc of Battle Creek completed completed 33 Federal Home Loan Bank rehab projects totaling \$253,021 CDBG target areas in the past year.
- The Homeless Coalition of Battle Creek and Calhoun County also administered \$307,123 of HUD Continuum of Care funds.
- The City's Lead Safe Program completed 18 full lead abatement projects. The program is funded through a \$1.5 million grant from the Michigan Department of Health and Human Services.
- Code Compliance Division issued 17 vouchers totaling \$1,625 for free paint to property owners with peeling paint violations. This program is funded with city general funds.

Fiscal Year Summary – HOME Match	
1. Excess match from prior Federal fiscal year	\$268,848
2. Match contributed during current Federal fiscal year	\$0
3. Total match available for current Federal fiscal year (Line 1 plus Line 2)	\$268,848
4. Match liability for current Federal fiscal year	\$0
5. Excess match carried over to next Federal fiscal year (Line 3 minus Line 4)	\$268,848

Table 5 – Fiscal Year Summary - HOME Match Report

Match Contribution for the Federal Fiscal Year								
Project No. or Other ID	Date of Contribution	Cash (non-Federal sources)	Foregone Taxes, Fees, Charges	Appraised Land/Real Property	Required Infrastructure	Site Preparation, Construction Materials, Donated labor	Bond Financing	Total Match
		0	0	0	0	0	0	0
		0	0	0	0	0	0	0

Table 6 – Match Contribution for the Federal Fiscal Year

HOME MBE/WBE report

Program Income – Enter the program amounts for the reporting period				
Balance on hand at beginning of reporting period \$	Amount received during reporting period	Total amount expended during reporting period \$	Amount expended for TBRA	Balance on hand at end of reporting period
0	6065.50	\$6065.50	0	0

Table 7 – Program Income

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

Table 8 - Minority Business and Women Business Enterprises

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

Table 9 – Minority Owners of Rental Property

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

CR-20 - Affordable Housing 91.520(b)

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

	One-Year Goal	Actual
Number of Homeless households to be provided affordable housing units	8	7
Number of Non-Homeless households to be provided affordable housing units	61	55
Number of Special-Needs households to be provided affordable housing units	10	17
Total	79	79

Table 11 – Number of Households

	One-Year Goal	Actual
Number of households supported through Rental Assistance	18	41
Number of households supported through The Production of New Units	0	3
Number of households supported through Rehab of Existing Units	46	49
Number of households supported through Acquisition of Existing Units	2	0
Total	66	93

Table 12 – Number of Households Supported

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

Outcomes for CDBG and HOME funded affordable housing programs generally met goals. Some activities were affected by delays caused by the coronavirus epidemic, typically those involving larger construction projects like the ADR program.

All HUD funded programs were halted in March 2020 due to the onset of the coronavirus epidemic. Staff worked remotely and developed protocols to restart construction programs. While most CDBG and HOME funded programs were back up and running by the start of the 2020-21 program year, there continued to be delays caused by the need for social distancing. This often caused construction delays for the housing programs and minor home repair was largely limited to providing emergency

type services such as repairs to restore heat or water service or outdoor work that easily facilitated social distancing such as roof replacement.

Minor home repair program outcomes still exceeded the goal. Code compliance Outcomes were down from previous years. Two ADR projects were started, but not completed—with the time needed for construction almost doubling from pre-pandemic norms. Three rental rehab program units were completed, and a four unit project was started, and while that put us close to our goal, both projects were substantially delayed by the pandemic. One homeowner rehab projects was started and is expected to be completed in the fall of 2021.

A number of new programs did not launch in 2021 as planned. These included the Home funded down payment assistance program and the CDBG-funded transit infrastructure program.

Discuss how these outcomes will impact future annual action plans.

The construction delays and the infusion of CDBG-CV funds to address emerging needs arising from the pandemic mean that city staff have some catching up to do to get funds spent. Staff have made necessary adjustments to increase service volume and the goal is to get caught up on spending for all delayed programs by the end of the 2021-22 program year. The largest challenge remains contractor capacity, as demand for contractors in the private sector has made it extremely challenging to find contractors for community development and housing programs.

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

Number of Households Served	CDBG Actual	HOME Actual
Extremely Low-income	55	7
Low-income	17	3
Moderate-income	11	0
Total	83	10

Table 13 – Number of Households Served

Narrative Information

CR-25 - Homeless and Other Special Needs 91.220(d, e); 91.320(d, e); 91.520(c)
Evaluate the jurisdiction's progress in meeting its specific objectives for reducing and ending homelessness through:

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

Outreach to homeless people is conducted by the staff of the Haven and Kalamazoo IST. Staff regularly visit camps of homeless people. Day shelter is provided by the Share Center which is open daily from 8:00 am-7:00 pm., and offers coffee, computer access, bathrooms and laundry facilities. During bad weather, it stays open 24 hours a day. It has maintained its 3 meal a day schedule through the pandemic, but average attendance has shrunk from 120 people per day to about 50 people per day. The SHARE Center works closely with the Department of Veterans Affairs to support all the veterans who use the Center and receives funding from Summit Pointe, Battle Creek's Community Mental Health Authority. The SHARE Center also houses Summit Pointe's Housing program. The SHARE Center does intake assessments and uses HMIS. Staff at the Haven and S.A.F.E. Place also engage people in services and help find housing. The VA also has outreach staff who work with the shelters to enroll homeless veterans in services. The Ark of Kalamazoo also conducts outreach in Battle Creek to engage homeless youth under the age of 18.

Each year the Homeless Coalition organizes a Homeless Health Fair/Project Homeless Connects/VA Stand Down which offers free haircuts, meals, toiletries, blankets, health care services and other services to engage homeless people. In 2019, the annual outreach event was hosted at the City's recreation facility, Full Blast and served almost 500 people in need of housing and services. In 2020, due to the pandemic, the Homeless Coalition organized a tote bag distribution event instead. 500 totes were distributed through various community organizations. A similar tote distribution is being organized for October 2021.

Addressing the emergency shelter and transitional housing needs of homeless persons

The coronavirus epidemic and the requirement to social distance created a severe shortfall in the City of Battle Creek's inventory of emergency and transitional beds. This was addressed in the short term with the conversion of the City's Full Blast recreational facility into a homeless shelter. The long term solution has been to open another permanent shelter facility close to the Haven of Rest and City Hall, called the Battle Creek Homeless Shelter.

There is a continuing need for case management to help people connect to housing, employment and services, and rental assistance to help families and individuals move to permanent housing. Cares Act CDBG-CV funds are being used to address these needs. Shelter and services for victims of domestic violence are provided by S.A.F.E. Place which is always full and is seeking to expand their programming and stabilize ongoing funding of operations.

This is an unmet need in permanent supportive housing and in affordable housing in quality condition for families and individuals. Homeless providers work creatively to obtain private donations government funding and foundation funding to fulfill their missions to help homeless people and others leaving unsafe home situations. They work constantly to maintain funding for their current inventory of shelter beds and services.

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

Organizations that provide homelessness prevention in Battle Creek include Neighborhoods Inc., which is the Housing Access Resource Agency (HARA) for Calhoun County and provides eviction prevention services and help for homeless people to find housing as well as providing foreclosure counseling to homeowners; Goodwill Financial Opportunities Center which also provides budget and foreclosure counseling; Legal Services which provides legal intervention and education about foreclosures and evictions; and Summit Pointe Housing. Summit Pointe Housing helps homeless people through four funding streams, three of which receive funding from the Michigan Housing Development Authority (MSHDA). Calhoun County Department of Health and Human Services, Salvation Army and Community Action also provide security deposit and utility assistance to prevent and resolve homelessness.

VOCES, a community-based organization serving the Latinx community in Calhoun County has a Housing Outreach Coordinator that is funded with a combination of CDBG-CV and local funds to provide housing case management and interpretation services to families whose housing situation has been affected by the pandemic. Summit Pointe and Neighborhoods, Inc. are providing rent assistance using State of Michigan CERA funds. In the 2020-21 program year, Summit pointe had rent assistance, housing case management, and TBRA grants from the City of Battle Creek, funded with CDBG-CV and HOME dollars. About a third of the funds allocated were expended, assisting 41 families. In 2021-22, these grants will be transitioned to NIBC to complete. Legal Services has been working with families facing eviction and making referrals to Summit Pointe and Neighborhoods Inc. for rent assistance and TBRA.

The Homeless Coalition has negotiated discharge protocols with local police departments and hospitals in past years. There is a need to reexamine these protocols with the Calhoun County Jail, Calhoun County Sheriff's Department, the Battle Creek Police Department, and the two local hospitals, Bronson Battle Creek near downtown and Oakland Hospital in Marshall. Integrated Health Partners provided medical case management and follow-up to frequent users of emergency rooms. Work needs to be done with all of these organizations to provide greater homeless prevention services.

The Haven's Jail Ministry works with people in Calhoun County's jail who do not have a place to live after release. CityLinC runs a Second Wind program that links people released from jail with employment and

support.

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

There is a shortage of safe, quality, deeply subsidized housing in Battle Creek for extremely low-income families and individuals, but the larger problem is access. Many families or individuals that are unable to locate stable housing are being denied housing because they are perceived to be a higher risk due to a past eviction, poor credit, or a criminal history.

Homeless people can seek housing assistance from Summit Pointe Housing or Neighborhoods, Inc., now located in the same building at 47 N Washington Street. A housing case manager works with families and individuals to see if they qualify for available housing assistance. The Haven, Neighborhoods, Inc., Summit Pointe Housing and the Volunteers of America's Supportive Services for Veteran Families all use the SPDAT, needs assessment tool to prioritize housing services to those in highest need.

Other sources of short term rental and utility assistance include the Calhoun County Department of Health and Human Services State Emergency Relief, the Salvation Army's Social Services Program, Community Action and area churches. Currently, families and individuals in need of housing assistance need to approach each individual organization for assistance.

The Haven provides case management to help families and individuals gain a regular income to pay for housing and to access community resources to help prevent further episodes of homelessness. Goodwill's Financial Opportunities Center has a financial fitness program to help people work through debt and low credit scores. Legal Services provides legal services and eviction prevention. Women's Co-op provides support for women leaving poverty and seeking help through their store, volunteering and the Solutions Highway Program. Neighborhoods, Inc. provides homeownership counseling for those interested and able to own their own home, and also rents units to people recovering from homelessness. The Haven provides limited supportive permanent housing, currently three single family units for families and 15 units for individuals.

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

Actions taken to address the needs of public housing

The Battle Creek Housing Commission provides subsidized housing through various programs in the City of Battle Creek. The Commission was created on August 9, 1960 through a City ordinance. The five member Housing Commission is appointed to five year terms by the mayor with approval by the City Commission. The Housing Commission owns and manages 320 public housing units, administers the Housing Choice Voucher program and owns and manages 24 units of scattered site homeowner units. The following is a list of the public housing facilities and unit type.

Northside Drive Homes – (16) 2 and 3-bedroom single family homes

Parkway Manor – (84) 1, 2, 3 and 4-bedroom townhomes

Cherry Hill Manor – (150) 1-bedroom apartments

Kellogg Manor – (70) Efficiency and 1-bedroom apartments

Home Ownership Program – (24) 2, 3, and 4-bedroom single family homes

The public housing units provided by the Battle Creek Housing Commission are in good condition and currently there are 51 families on the waiting list. The Housing Commission receives from \$350,000 to 450,000 yearly for renovation and maintenance expenses from HUD'S Capital Fund Program. In 2019, the Commission received a \$643,073 grant.

In addition to the public housing units and the scattered site homeowner units, the Battle Creek Housing Commission administers the Housing Choice Voucher program. Currently, it administers 608 vouchers in Battle Creek, Albion and Portage. The majority of vouchers are in Battle Creek (544). The current waiting list is estimated at 225.

The Housing Commission assists mostly extremely low income and very low-income households in its public housing units and mostly very low and low-income families with Housing Choice vouchers. The homeownership program predominantly assists low-income households. According to Commission representatives, families interested in the homeownership program must earn at least \$18,000 per year and have full time employment. Many of the existing residents of the homeowner units were former public housing and/or Housing Choice voucher recipients. The opportunity for homeownership provided the needed incentive for these families.

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

During the program year the Battle Creek Housing Commission conducted resident input meetings to obtain feedback regarding the types of activities and improvements which are most needed and would

provide the greatest benefit to Public Housing residents and the community. The general public as well as members of local government were extended invitations to participate in these meetings. The meetings are also used to inform residents of planned facilities improvements and serve to assure the proper expenditure of Capital Grant Funds.

Actions taken to provide assistance to troubled PHAs

The Battle Creek Housing Commission is not and has never been a troubled public housing authority.

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

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

The City of Battle Creek hired Truth, Racial Healing, and Transformation (TRHT) Initiative to complete an Affirmative Marketing Report and Plan for the implementation of the City's CDBG-CV grants. Available online at: [Affirmative Marketing Report & Plan - Google Docs](#). While not directed at public policies that serve as barriers to affordable housing, the plan did identify systemic barriers to vulnerable populations accessing affordable housing and housing resources.

In recent years, the City of Battle Creek has completed two housing studies and one review of redevelopment practices that speak to the impact of public policies on affordable housing. No ordinances were specifically identified as creating a barrier to the development of affordable housing, but a number of procedural changes and new policy ideas were proposed for further consideration by the City. In 2013, McKenna Associates prepared a comprehensive housing study and an analysis of impediments to fair housing that recommended a number of specific ordinance amendments and development incentives. In 2015, the City was selected as a Redevelopment Ready Community (RRC) program participant by Michigan Economic Development Corporation which involved an assessment of the City's community revitalization efforts and provided recommendations for improving redevelopment efforts. These reports are available online at www.battlecreekmi.gov/186.

Additional actions that have been taken in recent years include:

- The City hired Paul Fate and Associates in 2019 to complete an assessment of the community development delivery system in Battle Creek. This report assessed current market conditions, strengths and gaps in housing and neighborhood strategy, national best practices for creating vital cities, the state of nonprofit capacity and recommendations for strengthening the ecosystem. Available at: <http://www.battlecreekmi.gov/DocumentCenter/View/6150>.
- The City's Planning Division made a number of changes to its development review policies and procedures to improve and expedite service to the community and developers including: offering conceptual site plan review meetings for applicants; incorporating neighborhood planning council outreach information into the public participation strategy; and creating greater clarity around the development process by adding development review process flowcharts with timelines to the city website.
- Held a number of community conversations on the City's building inspections process that resulted in the creation of an advisory group with citizen and stakeholder representation that recommends changes to inspections policies and procedures.
- Modified the City's Vacant and Abandoned Buildings ordinance to create greater accountability around the most derelict properties while easing some provisions in order to help private owners return properties to productive use. Many of these properties are located in low- and

moderate-income neighborhoods.

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

Public funding for community development activities is limited and the problems to be addressed in neighborhoods are complex and numerous. Strategies are based on giving neighborhoods tools to address blight and make rentals safe by funding code compliance and demolition; and home repair for those who cannot afford to repair their homes. CDBG funding was also used for program delivery costs, public engagement and strategic planning for 20% of the CDBG allocation. Planning and public engagement has been a key to pursuing additional funds from the State and local funders.

For the HOME program, which has seen decreased funding in most years, funds were allocated to preserve affordable housing by funding rehabilitation of housing and by providing tenant-based rental housing in partnership with nonprofit organizations. With the onset of the coronavirus pandemic, the need for rental assistance increased dramatically, whereas demand for home owner rehab declined due to the need for social distancing. As a result, City staff reprogrammed its 2019 HOME funds through an amendment to the 2019 Annual Action Plan, reducing home owner rehab funds and increasing TBRA to meet the need.

While almost all funded activities occur in low- and moderate-income areas, the unmet need is large. The City has 453 registered vacant buildings; over a thousand people experience homelessness each year; and, approximately 3,550 households are severely housing cost burdened meaning that they pay over 50% of their income in housing and utility costs. Funds are targeted to be strategically used to address community needs. The 2019 public engagement process and needs assessment for the Consolidated Plan informed these allocation priorities. Numerous public workshops are held each year to ensure that the strategies developed continue to address priority needs.

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

Any housing unit that is rehabilitated, modernized, weatherized, or reconstructed using City or entitlement dollars must address lead paint hazards that are present. When Lead Inspections/Risk Assessments are required, they are done before work begins and when finished a Lead Clearance is required, all provided by a licensed Lead Inspector. All sub-recipients must comply with federal regulations for lead hazard reduction and/or abatement in an effort to reduce the hazards of lead paint in the community. Every homeowner is provided a pamphlet education about the lead risks before any rehabilitation work begins. The City verifies these requirements have been met by monitoring programs yearly.

The Calhoun County Public Health Department and the City of Battle Creek started a Lead Poisoning Prevention Task Force in January of 2016 as a way for agencies within Calhoun County to share information about lead resources and activities. The initial focus was on stakeholders that serve areas that have had high levels of positive lead testing in the past.

The task force is a diverse group with representation from state, county, city, village and township

governments; public health agencies, early childhood service providers, and non-profit housing providers. Up until the start of the pandemic the group met monthly to create action in three areas: increasing lead testing in children, decreasing lead exposures in homes and the environment, and creating greater public awareness about the risks of lead poisoning.

Since the beginning of the pandemic the task force has been on hiatus, but a number of the partners have continued to coordinate activities. The City and Community Action continue to implement the \$1.5 million per year CHIP Medicaid Lead Hazard Control Grant from the Michigan Department of Health and Human Services (MDHHS). The City also applied for and was awarded a \$3.4 Lead Hazard Control and Healthy Homes grant from HUD within the past year. Neighborhoods, Inc. is working with the City as a sub-recipient to do lead abatement projects in the areas outside the City. Over three years the city anticipates completing 115 lead hazard control projects.

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

CDBG and HOME funded programs serve as the cornerstone of the City's efforts to address community development needs, including poverty. Programs and projects funded during the 2020-21 program year which addressed the causes, as well as the symptoms of poverty, included the following:

- Housing rehabilitation for low- and moderate-income individuals unable to secure financing to address health, safety, and accessibility issues in their homes.
- Financial literacy and budgeting classes offered through Neighborhoods, Inc. to encourage asset growth and proper money management techniques and responsible use of credit.
- Tenant-based Rental Assistance to assist people that are trying to get back on their feet with access to affordable housing.
- CDBG-CV rental assistance and CDBG-CV utility assistance to help families whose housing situation has been affected by the pandemic to avoid eviction.

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

The City of Battle Creek continues to improve, and expand on, its collaborative efforts. Efforts are made to fill gaps identified through Consolidated Planning Workshop sessions, outreach sessions with citizen groups, meetings of local collaborative bodies and consultations with sub-recipients and other service organizations with similar missions. Staff will continue to identify and reach out to agencies and organizations that may be key partners in addressing the needs of low and moderate income persons within Battle Creek.

Community Development staff are involved with the Battle Creek Area Homeless Coalition, The Coordinating Council, the Housing Solutions Board, the Human Relations Board and various other boards and committees. As required, staff also continue to meet with many agencies in the community and provide technical assistance for those in need.

The City and the Calhoun County Land Bank Authority (CCLBA) continue to collaborate on housing and neighborhood development activities in Battle Creek neighborhoods.

The City, Neighborhoods Inc, Community Action, Habitat for Humanity, and the CCLBA and other local agencies continue to work together to coordinate housing services and programs to families and to do joint planning to increase neighborhood impact. Working groups to coordinate the work of agencies building wheel chair ramps, collaborate in doing outreach to local and MBE/WBE contractors, to develop new lead abatement programs and to review neighborhood data and choose target areas for services, are examples of progress being made in this area.

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

Actions taken to enhance coordination between public and private housing and social service agencies include the City's participation in rental property owner outreach, the Calhoun County Lead Poisoning Prevention Task Force and BC Vision.

City staff serve as members of the "Beyond Separation" Design Team of the Truth, Racial Healing, and Transformation (TRHT) Initiative. TRHT is a community-wide collaborative initiative funded by the W.K. Kellogg Foundation focused on creating a racial equity movement in Battle Creek. The Beyond Separation team is focused on housing and addressing segregation and is comprised of representatives from the City, the Battle Creek Area Association of Realtors, the Fair Housing Center of Southwest Michigan, the Urban League, and community members.

The City held a funders symposium that brought together local community-based organizations redeveloping vacant land and local, state, and federal funders. Local organizations had their proposed redevelopment projects scored against the Consolidated Plan using the City's strategic value score card, and funders shared about funding sources and best practices.

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

As a condition of receiving HOME and other HUD formula based funding, the City of Battle Creek is required to certify that it will affirmatively further fair housing. This requires the City to identify and address impediments to fair housing choice. HUD defines an impediment to fair housing choice as:

Any actions, omissions, or decisions taken because of race, color, religion, sex, disability, familial status, or national origin which restrict housing choices or the availability of housing choices;

And any actions, omissions, or decisions which have the effect of restricting housing choices or the availability of housing choices on the basis of race, color, religion, sex, disability, familial status, or national origin.

The City extended its contract with the Fair Housing Center of Southwest Michigan from the 2019-20 program year through the end of the 2020-21 program year. In part this was needed as the pandemic made fair housing education and conferences all but impossible to conduct. The fair housing center was able to do 2 educational sessions, a virtual conference, and a public fair housing awareness campaign during the 2021-21 program year.

The City continued its work with the Human Relations Board to increase constructive communication among all people regardless of race, ethnicity, color, religion, national origin, sex, age, height, weight, marital status, physical or mental disability, family status, sexual orientation, gender identity, or socioeconomic status to promote productive relationships and equitable access to community resources for all. The board continued to meet virtually and reviewed and advised on a number of equity related issues including housing, policing and hiring at the city.

City staff serve as members of the “Beyond Separation” Design Team of the Truth, Racial Healing, and Transformation (TRHT) Initiative. TRHT is a community-wide collaborative initiative funded by the W.K. Kellogg Foundation focused on creating a racial equity movement in Battle Creek. The Beyond Separation team is focused on housing and addressing segregation and is comprised of representatives from the City, the Battle Creek Area Association of Realtors, the Fair Housing Center of Southwest Michigan, the Urban League, and community members.

The City hired Truth, Racial Healing, and Transformation (TRHT) Initiative to complete an Affirmative Marketing Report and Plan for the implementation of the City’s CDBG-CV grants. Available online at: [Affirmative Marketing Report & Plan - Google Docs](#). Based on findings of the Affirmative Marketing Report, the City funded a position at VOCES to provide housing case management for Latinx individuals and families affected by the pandemic.

CR-40 - Monitoring 91.220 and 91.230

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

The City of Battle Creek attempts to monitor all sub-recipients every program year. All programs (including those internally administered) are required to submit quarterly progress reports. Community Development staff meet two times a month to discuss comprehensive planning and progress towards addressing priority needs.

Regarding the HOME program:

CFR 92.251 (b) (3) Frequency of inspections states that "the participating jurisdiction must conduct an initial property inspection to identify the deficiencies that must be address. The participating jurisdiction must conduct progress and final inspections to determine that work was done in accordance with work write-ups."

The City of Battle Creek has established a policy that requires at least three inspections on every HOME-funded Homeowner Rehab, ADR and Rental Rehab project. The City's Housing Rehab Coordinator inspects properties and provides a written statement documenting each inspections and its results for the file. The Housing Rehab Coordinator does a pre-construction inspection with a cost specification before any rehab project is approved, then a mid-construction inspection is scheduled around the second draw of funds or when the project is nearing its mid-point. Before the final draw of funds is made, the Housing Rehab Coordinator checks to see that all City permits have been finalized and a certificate of occupancy has been issued, and then conducts a final inspection.

All units assisted with TBRA receive a Housing Quality Standards (HQS) inspection by a Code Compliance officer. All units assisted are also required to be registered rentals with the City of Battle Creek. All registered rentals have to be inspected every three to six years depending on the renewal schedule and whether any complaints have been received.

All Rental Rehab properties, whether assisted with HOME funds or CHDO-Proceeds are inspected the required at least three times during the construction process and within 12 months of project completion. They are then inspected every three years by a Code Compliance Officer. Annually, the nonprofit owner of the rental rehab properties certifies that each property is suitable for occupancy, taking into account State and local health, safety, and other applicable codes, ordinances and requirements.

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

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

The following measures were undertaken in accordance with the City's Citizen Participation Plan to ensure citizens have reasonable notice and an opportunity to comment on performance reports:

The City notified the public via a public notice ad in the Shopper News on August 19, 2021 that under the Housing and Community Development Act of 1974, as amended and the Cranston- Gonzalez National Affordable Housing Act of 1990, the City of Battle Creek is required to do the following:

- Complete a performance report detailing the progress of the Community Development Block Grant and HOME Investment Partnership programs.
- Make the report available for public comment for at least 15 days.
- Hold a public hearing.

The Battle Creek City Commission held a public hearing on Tuesday, September, 2021, at 7:00 p.m. for the purposes of hearing public comment on the Consolidated Annual Performance Evaluation Report (CAPER).

A copy of the CAPER was made available from Wednesday, September 8, 2021, through Thursday, September 23, 2021 online at www.battlecreekmi.gov/183.

CR-45 - CDBG 91.520(c)

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

The City amended its 2019 Annual Action Plan to include a second allocation of CARES Act CDBG-CV funds during the 2020-21 program year, bringing the total allocation of CDBG-CV funds to \$1,004,976. CDBG-CV funds were allocated to activities that address the emerging needs caused by the pandemic such as the reduction of homeless shelter beds due to the need to social distance, hotel vouchers for temporary stays for domestic violence victims, rent assistance, utility assistance, housing case management, and eviction diversion services.

Even with additional housing funds from the State it is expected that the resources for rent and utility assistance will not meet the demand from displaced households going into 2022. Also, it is expected that an increase in mortgage and tax delinquency will begin to present a problem. City staff will continue to monitor these areas and may consider further amendments to its plans to address emerging needs.

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

No

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CR-50 - HOME 91.520(d)

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

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

All Rental Rehab properties, whether assisted with HOME funds or CHDO-Proceeds are inspected the required at least three times during the construction process and within 12 months of project completion. They are then inspected every three years by a Code Compliance Officer. Annually, the nonprofit owner of the rental rehab properties certifies that each property is suitable for occupancy, taking into account State and local health, safety, and other applicable codes, ordinances and requirements.

The only properties that are subject to this requirement are 18 N Wabash Ave. and 94-96 Harvard St., both of which were inspected in August of 2019.

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

No City of Battle Creek rental or homebuyer projects contain five or more HOME-assisted housing units. All properties assisted with HOME funds for HOR or ADR are single family properties. All HOME sub-recipients and nonprofit CHDO developers follow Fair Housing law and principles.

Currently all assisted properties are occupied. ADR properties and rental rehab properties are widely advertised in the local papers, at the Battle Creek Housing Commission and on the internet. When our CHDO was slow to rent and sell assisted properties, the City required a monthly report on marketing activities. All properties were sold or rented with the regulatory timeframes.

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

A total of \$6,065.50 in program income from the previous program year was expended in the 2020-21 program year. \$5,428 of these funds were committed to a single-family owner-occupied rehab project. The other \$637.50 was committed to a home owner rehab project.

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

The City of Battle Creek continues to strengthen its relationship with the local Habitat for Humanity as a CHDO. The City has provided technical assistance to two other organizations considering CHDO certification. Providing this assistance has not yet resulted in CHDO certification.