
CITY OF WARREN, OHIO

2017 ACTION PLAN



Executive Summary

AP-05 Executive Summary - 24 CFR 91.200(c), 91.220(b)

1. Introduction

As required by the US Department of Housing and Urban Development (HUD), the Action Plan indicates the goals in which the funds are anticipated to be expended during January 01, 2017 through December 31, 2017.

The City of Warren and Warren Consortium currently receive the following funds:

- Community Development Block Grant (CDBG): the federal government has designated the City of Warren as an entitlement community
- HOME Investment Partnership (HOME): the City of Warren and Trumbull County are together recognized as a participating jurisdiction (the Warren-Trumbull HOME Consortium), with the City of Warren operating as lead agency in the provision of funding for affordable housing programs and development

2. Summarize the objectives and outcomes identified in the Plan

The Jurisdiction's main objective is to provide for the needs of the LMI and underserved population of the community.

The demographics of the community (approximately 50% of the population are under 18 or over 65 years of age) show a need for both youth and senior services. The goal is to provide the needed services such as meal delivery, medical transportation, after school tutoring and mentoring programs, recreation and educational services that are essential for seniors and youth. In addition to those services the need for facilities for the youth and seniors of our community is important and must be supported.

With the age, condition, and real estate values of the housing stock in targeted neighborhoods it becomes more and more costly to rehabilitate and perform the needed lead abatement with the limited funds available. It is the Jurisdiction's intent to provide decent affordable housing to those in need by leveraging additional funding through non-profit partners, agencies, and governmental services.

The City of Warren has a major problem with aging infrastructure. Replacement and/or reconstruction of the City's streets, sidewalks, sewer, and water lines are ongoing and costly. The aim of the Jurisdiction is to assist in providing a suitable living environment for those living in the targeted area of the city.

The underserved LMI population has a higher unemployment rate. The Jurisdiction's objective will be to make the needed efforts to attract new businesses or grow existing ones in order to provide job opportunities. The creation of jobs will increase the wealth and economic vitality of those targeted populations.

Approximately 18% of the population in the statistical area has some type of mental, physical, and/or learning disability. The special needs populations in the jurisdiction tend to be underemployed and chronically homeless. It is the goal of the jurisdiction to eliminate homelessness and provide a Continuum of Care by supporting emergency, transitional and permanent supportive housing.

3. Evaluation of past performance

The jurisdiction has made significant progress towards carrying out its five year strategic plan and in meeting HUD's National Objectives. Because CDBG and HOME funds are limited - a significant effort is being made to use these grant dollars to leverage funds from other sources. Some highlights in the second year of the current Consolidated Plan include:

The City, partnering with the local YWCA, was able to secure an ARC grant which was used to construct a STEM lab at a permanent supportive housing site that will offer educational and training opportunities for residents as well as other members of the community.

Successful applications to the US EPA and the US EDA brought both Brownfield Assessment funds and Economic Development Planning Grant dollars that are being used for an economic development initiative in an older industrial area of the community. Needed infrastructure improvements have been identified and mitigation efforts are beginning which will allow for increased economic growth and job opportunities for low to moderate income individuals.

Working with a nonprofit housing organization and the local PHA, HOME funds were used along with LIHTC to begin and complete the construction of a 60 unit building that will offer needed clean affordable housing for seniors in the community. Completion of this project is scheduled for the end of 2016. Also in Collaboration with Youthbuild and the local CHDO, one home is in process of being completely rehabilitated.

4. Summary of Citizen Participation Process and consultation process

The Jurisdiction consults on a regular basis with non-profit and government agencies that provide services to LMI population.

The Citizen Participation process is ongoing through the year. This process includes Public Meetings, Public Comment Sessions, meetings with neighborhood associations, and citizen surveys. The Jurisdiction also uses a Citizens Committee appointed by both the Mayor and City Council to review all proposals on an annual basis.

5. Summary of public comments

A comment that included a recap of several non-profit organizations states that the non-profits will be devastated if they do not receive the 2017 funding. Several comments/statements were received from non-profit organizations with this recap that indicate the activities/services their organizations provide. Two separate comments were made that are also included in the above mentioned recap.

The 2017 non-profit organization applicants are told at the CDBG Workshops, which are held in May, that there is no guarantee of funding. Funding for the non-profit organizations is determined during the Citizens Review Committee Process; submitted applications are picked up by the members of the Citizens Review Committee in August. A two day meeting process, that includes a presentation by each applying non-profit, is held in September to determine the 2017 funding amounts with the statement that funding is subject to actual funding received from HUD.

At the September meeting a statement was made that due to budget constraints, it is possible that the staff of the Community Development Department may be reduced. The reduction may have a negative impact on the department's ability to move forward with funding of the non-profit organizations. A contingency project has been included in this plan that covers this scenario. A letter was also issued to the non-profit organizations with this same language.

A comment was received from an individual who believes we should consolidate the CDBG monies for infrastructure improvements. This scenario would be addressed in the event that Community Development Department staff is reduced.

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

There were no comments received that were not taken into consideration in the implantation of this plan.

7. Summary

The City of Warren's Strategic Plan or Consolidated Plan is a collaborative process through which communities identify housing and community development needs and establish goals, priorities, and strategies to measure progress.

The Jurisdiction uses consultations and need survey assessments from its non-profit and government agencies dealing with the needs of LMI population and input from citizens through public meetings, surveys, and its citizen committee.

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

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

Describe the agency/entity responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

Agency Role	Name	Department/Agency
Lead Agency	WARREN	
CDBG Administrator	WARREN	Community Development Department
HOME Administrator	WARREN	Community Development Department

Table 1 – Responsible Agencies

Narrative (optional)

The City of Warren Community Development Department, appointed by the Mayor of the City of Warren is the lead agency in the preparation of this Consolidated Plan. The Community Development Department focuses on creating strong and vibrant neighborhoods through collaborative efforts with other city departments, government offices, non-profit and private organizations. The department also administers a wide range of community-based programs with the objective of improving economic opportunities and housing conditions within the city, as well as creating and maintaining partnerships with citizens and affiliated agencies to provide an array of proactive, responsive, and people-oriented service. Federally distributed funds constitute the majority of money available to the department in any given year; additional funds to support specific projects (often street, sewer, or other infrastructure improvements) are obtained through state and federal grants as well as private funding and foundation resources. Expenditures of each program administered by the Community Development Department are governed by a budget recommended by the Citizen Review Committee, approved by Warren City Council, and adopted by City Council Ordinance.

Consolidated Plan Public Contact Information

All questions, comments, and requests for additional information should be addressed to:

Michael D. Keys, Director, Warren Community Development Department, 258 E. Market St., Suite 305, Warren, Ohio 44481-1203. Telephone Number: (330) 841-2565.

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

1. Introduction

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

The City of Warren actively participates with government partners such as the Trumbull County Commissioners, the Trumbull County Planning Commission and the Trumbull County Metropolitan Housing Authority as well as neighboring townships, regional councils of government, and economic development boards to develop strategies and share information and resources to increase economic opportunities and provide affordable housing.

In addition the city provides funding for over 25 service agencies that provide for the needs of the community including emergency, transitional, and supportive housing; food banks; transportation needs; counseling and mentoring services; educational and recreational youth programs; etc.

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

The city of Warren is an active member of the Trumbull County Housing Collaborative which was established to coordinate and develop services and housing for homeless individuals, low income persons, returning veterans, and those with special needs. The Collaborative consists of representatives from more than 50 public, private, and nonprofit agencies with the common goal of providing a continuum of care for these individuals and their families. Since 1998 the collaborative has met on a regular basis to discuss housing needs, organize supportive programs and facilities and to address gaps in the system. The Collaborative uses the Continuum of Care planning process to gather input from providers and develop proposals to meet the needs of the community.

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

Not Applicable, we do not receive ESG Funds.

2. Describe Agencies, groups, organizations and others who participated in the process and describe the jurisdiction's consultations with housing, social service agencies and other entities

See Table 2

Table 2 – Agencies, groups, organizations who participated

1	Agency/Group/Organization	BEATITUDE HOUSE
	Agency/Group/Organization Type	Services - Housing Services-Children Services-Victims of Domestic Violence Services-homeless Services-Education Services - Victims
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homeless Needs - Families with children
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	An Annual Meeting was held on 02-18-15 to discuss yearly accomplishments. They are asked if they have any suggestions or concerns pertaining to their needs and available assistance for future years. Continued assistance in areas as they have outlined in their proposal is their main concern.
2	Agency/Group/Organization	The Basement Outreach
	Agency/Group/Organization Type	Services-homeless
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	An Annual Meeting was held on 02-23-16 to discuss yearly accomplishments. They are asked if they have any suggestions or concerns pertaining to their needs and available assistance for future years. Continued assistance in areas as they have outlined in their proposal is their main concern.
3	Agency/Group/Organization	COMMUNITY VOLUNTEER COUNCIL
	Agency/Group/Organization Type	Services-homeless
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homeless Needs - Families with children
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	An Annual Meeting was held on 03-10-16 to discuss yearly accomplishments. They are asked if they have any suggestions or concerns pertaining to their needs and available assistance for future years. Continued assistance in areas as they have outlined in their proposal is their main concern.

4	Agency/Group/Organization	GREATER WARREN AREA URBAN LEAGUE
	Agency/Group/Organization Type	Services-homeless
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homeless Needs - Families with children
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Christy House - An Annual Meeting was held on 03-17-16 to discuss yearly accomplishments. They are asked if they have any suggestions or concerns pertaining to their needs and available assistance for future years. Continued assistance in areas as they have outlined in their proposal is their main concern.
5	Agency/Group/Organization	Second Harvest Food Bank
	Agency/Group/Organization Type	Services-Children
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	An Annual Meeting was held on 03-24-16 to discuss yearly accomplishments. They are asked if they have any suggestions or concerns pertaining to their needs and available assistance for future years. Continued assistance in areas as they have outlined in their proposal is their main concern.
6	Agency/Group/Organization	Mind Body and Soul
	Agency/Group/Organization Type	Services-Children Services-Education
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	An Annual Meeting was held on 04-07-15 to discuss yearly accomplishments. They are asked if they have any suggestions or concerns pertaining to their needs and available assistance for future years. Continued assistance in areas as they have outlined in their proposal is their main concern.
7	Agency/Group/Organization	Trumbull Community Action Program
	Agency/Group/Organization Type	Services - Transportation
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs

	<p>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</p>	<p>An Annual Meeting was held on 05-13-15 to discuss yearly accomplishments. They are asked if they have any suggestions or concerns pertaining to their needs and available assistance for future years. Continued assistance in areas as they have outlined in their proposal is their main concern.</p>
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Identify any Agency Types not consulted and provide rationale for not consulting

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

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	Trumbull County Housing Collaborative	Assessing the needs and developing solutions to address the housing needs of the homeless and special needs populations.

Table 3 – Other local / regional / federal planning efforts

AP-12 Participation – 91.105, 91.200(c)

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

Individual participants, including policy and program stakeholders, civic and community leaders, professionals, and concerned residents were solicited to attend Citizen Participation meetings held in 2014. During these meetings, Community Development staff reviewed current data, programs, and objectives with those present, collected feedback and then established recommendations regarding strategies for five year Consolidated Plan. The Annual Action Plan follows the goals established in the 2015-2019 Consolidated Plan.

The Citizen Participation Plan is included in the Grantee Unique Appendices section.

Citizen Participation Outreach

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
1	Citizens Committee Meeting	Citizens Committee and 2016 Funding Applicants	On September 14th and 15th 2016 the Citizens Committee met with Public Service Applicants to ask questions pertaining to their applications. Upon reviewing all applicants the committee selects projects to be funded with the 2017 CDBG Grant Funds (limited to 15% for Public Service). The committee also reviews and approves other general purpose projects and their funding for the upcoming year.	The outcome of this two day meeting was a list of 23 Public Service Projects and 8 General Purpose Programs to be funded during 2017.		

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
2	Newspaper Ad	Non-targeted/broad community	On October 13, 2016 the city published an advertisement in the Trumbull County Legal News seeking comments from citizens on the 2017 Annual Action Plan. A draft copy was made available at that time at the City of Warren Community Development department Office and on the City's website (www.warren.org).	See Executive Summary (5) for summary of comments received. See Appendix for Public Comment Forms submitted.	See Executive Summary (6) for summary of comments received. See Appendix for Public Comment Forms submitted.	
3	Public Meeting	Non-targeted/broad community	Public Comment Sessions held on November 14, 2016 @ noon and 4:00 pm. See Appendix for Sign-in sheets for both meetings.	See Executive Summary (5) for summary of comments received. See Appendix for Public Comment Forms submitted.	See Executive Summary (6) for summary of comments received. See Appendix for Public Comment Forms submitted.	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
4	Internet Outreach	Non-targeted/broad community	Public comment forms are made available for individuals to submit their comments on the 2017 Action Plan. Details to be completed following the Public Comment Period.	See Executive Summary (5) for summary of comments received. See Appendix for Public Comment Forms submitted.	See Executive Summary (6) for summary of comments received. See Appendix for Public Comment Forms submitted.	

Table 4 – Citizen Participation Outreach

Expected Resources

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

Introduction

The jurisdiction will be anticipating approximately \$5,000,000 in Block Grant funding and \$2,300,000 in HOME dollars for the five year period of the plan, provided the current funding is maintained. The projected estimates are based on the most recent funding allocation from HUD. The jurisdiction does not anticipate receiving any ESG or HOPWA funds.

2017 CDBG Grant # B-17-MC-39-0022

2017 HOME Grant # M-17-DC-39-0202

Priority Table

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	1,000,000	30,000	0	1,030,000	2,362,721	Projected estimated amounts based on recent funding trends

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
HOME	public - federal	Acquisition Homebuyer assistance Homeowner rehab Multifamily rental new construction Multifamily rental rehab New construction for ownership TBRA	425,000	40,000	0	465,000	1,213,707	Projected estimated amounts based on recent funding trends

Table 5 - Expected Resources – Priority Table

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

Due to the increasing cuts to funding through the Block Grant and HOME programs it more important now that the City looks ensure that our funds are used wisely to bring the most benefit to targeted areas and low-income residents we serve.

It is the policy of the Community Development Department to look more favorably upon funding requests that will use these federal dollars in conjunction with, or as leverage to, additional revenues sources for that particular project or program.

The City has successfully accessed state transportation funds, natural resource funds, text credits etc., under this policy and will continue exercising such diligence in approving any project for funding.

In addition, all applications for assistance from non –profits are required to exhibit a budget sheet showing other private and/or public sources of revenue to best serve their clientele.

All housing projects other than home owner repair and/or down payment assistance must identify source of match funds prior to commitment of the Participating Jurisdiction. In addition housing projects being undertaken by nonprofit housing organizations, i.e. Habitat for Humanity, Youthbuild, CHDOs, etc. are asked to demonstrate other sources of funding both monetary and in-kind in order to access federal funds.

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

In addition to public parks and park facilities, the City owns less than 15 acres that are former brownfield sites or are in some phase of environmental assessment/mitigation. These sites are being marketed as economic development opportunities for businesses that offer job opportunities for low-moderate people.

Discussion

As previously mentioned, due to the increasing cuts to funding through the Block Grant and HOME programs it more important now that the City looks to ensure that funds are used wisely to bring the most benefit to targeted areas and low-income residents we serve. To that end it is incumbent upon our political leaders to make smart choices that will bring about the best results for the community. In addition increasing the cooperation and coordination of both projects and initiatives with neighboring jurisdictions can leverage additional funding opportunities.

Annual Goals and Objectives

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

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Economic Incentives	2015	2019	Non-Housing Community Development	CDBG TARGET AREA	Economic Development	CDBG: \$150,000 HOME: \$0	Businesses assisted: 155 Businesses Assisted
2	Loan Programs	2015	2019	Non-Housing Community Development	CDBG TARGET AREA	Economic Development	CDBG: \$124,000	Businesses assisted: 1 Businesses Assisted
3	Emergency Home Repair	2015	2019	Affordable Housing	CDBG TARGET AREA	Housing and Homeless Services	CDBG: \$5,000 HOME: \$0	Homeowner Housing Rehabilitated: 1 Household Housing Unit
4	Owner-Occupied Housing Rehabilitation	2015	2019	Affordable Housing	HOME TARGET AREA	Housing and Homeless Services	CDBG: \$0 HOME: \$161,000	Homeowner Housing Rehabilitated: 3 Household Housing Unit
5	Homeownership Program	2015	2019	Affordable Housing	HOME TARGET AREA	Housing and Homeless Services	CDBG: \$0 HOME: \$50,000	Direct Financial Assistance to Homebuyers: 10 Households Assisted
6	Multi-Family and Single-Family Housing	2015	2019	Affordable Housing Public Housing	HOME TARGET AREA	Housing and Homeless Services	CDBG: \$0 HOME: \$186,250	Homeowner Housing Added: 2 Household Housing Unit

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
7	Homeless Support	2015	2019	Affordable Housing Homeless	CDBG TARGET AREA	Housing and Homeless Services	CDBG: \$26,000 HOME: \$0	Public service activities other than Low/Moderate Income Housing Benefit: 8485 Persons Assisted
8	Capital Improvements	2015	2019	Non-Housing Community Development	CDBG TARGET AREA	Public Improvements	CDBG: \$395,000 HOME: \$0	Public service activities other than Low/Moderate Income Housing Benefit: 45550 Persons Assisted Housing Code Enforcement/Foreclosed Property Care: 600 Household Housing Unit
9	Youth Services	2015	2019	Non-Housing Community Development	CDBG TARGET AREA	Community Services and Facilities	CDBG: \$56,000 HOME: \$0	Public service activities other than Low/Moderate Income Housing Benefit: 8659 Persons Assisted
10	Elderly Services	2015	2019	Non-Housing Community Development	CDBG TARGET AREA	Community Services and Facilities	CDBG: \$8,000	Public service activities other than Low/Moderate Income Housing Benefit: 95 Persons Assisted
11	Transportation	2015	2019	Non-Housing Community Development	CDBG TARGET AREA	Community Services and Facilities	CDBG: \$12,000 HOME: \$0	Public service activities other than Low/Moderate Income Housing Benefit: 850 Persons Assisted
12	Other Public Service Projects	2015	2019	Non-Homeless Special Needs Non-Housing Community Development	CDBG TARGET AREA	Community Services and Facilities	CDBG: \$48,000 HOME: \$0	Public service activities other than Low/Moderate Income Housing Benefit: 48526 Persons Assisted

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
13	Program Administration	2015	2019	Administration and Fair Housing	CDBG TARGET AREA HOME TARGET AREA	Economic Development Housing and Homeless Services Public Improvements Community Services and Facilities	CDBG: \$206,000 HOME: \$67,750	Other: 1 Other

Table 6 – Goals Summary

Goal Descriptions

1	Goal Name	Economic Incentives
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	Goal Description	<p>A lagging economy and unemployment rates that run between three and four percentage points higher than that of the county, state, and nation require continued public investment to stimulate local job creation. To combat declining tax revenues and promote a business-friendly atmosphere, and in order to remain competitive on national, state, and regional levels, the City of Warren will continue to utilize financial and non-financial incentives to attract and retain businesses that are moving or expanding. As a result, the City of Warren will utilize CDBG funds to:</p> <ul style="list-style-type: none"> • Aggressively pursue the location of smaller manufacturing and service firms to the City of Warren to stabilize the local employment base, including the creation of marketing materials which will be made available at the Chamber of Commerce, Convention and Visitors Bureau, trade fairs, and other locations where potential firms can be reached • Promote increased employment levels for relocating companies, and those already located within the City of Warren • Expand funding for existing programs providing technical assistance to interest parties, including one-on-one consultations and seminars in which residents and citizens can learn more about starting a business in the City of Warren • Develop relationships with local, regional, and state economic development representatives, utilizing local and state tax credits to encourage business investment, site location, or project types targeted for development; • Make continual improvements to the City of Warren's economic base, including (but not limited to) industrial park development, roadway improvements, land acquisition, the promotion of private investment, and state and federal facility recruitment, and • Set aside funding to develop and expand tax reinvestment districts, with projects that include (but are not limited to): accessibility improvements for disabled individuals, building acquisition and rehabilitation, business recruitment, facade restoration, land acquisition, parking and pedestrian enhancements, and infrastructure improvements. <p>Business expansion and retention programs place a great deal of emphasis on relationship building and the success of incentives as an economic development policy may be measured by the number of businesses visited, surveyed, and assisted in location or expansion; number of jobs created and/or retained; the cost per job created and/or retained; rate of hire for low- and moderate-income residents; economic diversification; and improved business perceptions of local government.</p>
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2	Goal Name	Loan Programs
	Goal Description	<p>Small business development has traditionally been a major contributor to the economic base of the City of Warren and Trumbull County. Low-interest loans and tax abatement policies allow companies to reinvest and expand, increasing competitiveness in the local business climate. In order to provide this financial assistance, the City of Warren will utilize CDBG funds to:</p> <ul style="list-style-type: none"> • Target small businesses, both at start-up and expansion phases, that face limitations in accessing debt and equity financing and make at least \$40,000 per year over the next five years available to the City loan portfolio, ensuring the growth of its capital base and making it available to future borrowers; • Fill market gaps for those businesses considered a risk by larger commercial lenders and encourage those financial institutions which do not currently participate in City loan programs to do so; and • Increase participation in City loan programs, including (but not limited to): Revolving Loan Fund, Mini-Loan Fund, and CDBG Section 108 Loan Program. <p>These strategies will be measured by the number of businesses assisted, the number of women and minorities assisted, the number of jobs created and/or retained, the cost per job created and/or retained, the rate of hire for low- and moderate-income residents, diversification of local business, and the rate of loans to business failure (or ratio of start-ups to failure).</p>

3	Goal Name	Emergency Home Repair
	Goal Description	<p>Many low- to moderate-income householders (particularly seniors) are not able to perform routine maintenance on their homes, and cannot always afford to make needed structural repairs; these services are essential to preserve the existing housing stock and delay disrepair due to lack of resources. In order to combat the deterioration of owner-occupied, single-family homes in Target Area neighborhoods, the City of Warren will utilize CDBG funds to:</p> <ul style="list-style-type: none"> • Increase advertisement of the program, publicize quarterly in bulletins, social service provider offices, senior centers, and retail outlets; and • Continue providing program funding toward emergency rehabilitation projects for eligible single-family homeowners. <p>The success of the Emergency Home Repair program can be measured in number of applications taken, the number of projects completed per year, the level of maintenance five years after project completion, and the length of the homeowner's stay once the project has been completed.</p>
4	Goal Name	Owner-Occupied Housing Rehabilitation
	Goal Description	<p>A declining population combined with new housing construction in suburban communities frequently leads to disinvestment in older urban housing stock. Additionally, deferred maintenance of these units increases the rehabilitation cost of a structure, at times in excess of its value. To combat deterioration in Target Area neighborhoods over the 2015-2019 planning period, the City of Warren will utilize CDBG funding to:</p> <ul style="list-style-type: none"> • Continue providing funding to programs geared toward the preservation of existing housing units, rather than allowing these structures to become abandoned, deteriorate, and develop into hazardous sites that blight residential neighborhoods; and • Increase the level of participation in the program through supplementary marketing to eligible program applicants in church bulletins, at local service provider sites, and shopping/gathering places.

5	Goal Name	Homeownership Program
	Goal Description	The Warren/Trumbull HOME Consortium will continue the homeownership loan program to assist low to moderate income persons with down payment assistance on mortgage loans. Eligible borrowers can receive a deferred loan of \$5,000 towards down payment and/or closing costs to purchase a home. Local participating lenders will finance the remaining balance for up to 30 years at the current fixed real estate loan rates.
6	Goal Name	Multi-Family and Single-Family Housing
	Goal Description	The City of Warren as lead agency for the Warren-Trumbull HOME Consortium will continue to use HOME Program funds and Program Income to rehabilitate and construct housing units that are affordable to low- and moderate-income households. This includes independent, assisted, supportive and transitional housing for the elderly and group homes for disabled persons.
7	Goal Name	Homeless Support
	Goal Description	<p>Adequate housing and services for transient and homeless individuals is considered to be the most important need in both the City of Warren and Trumbull County. High priority populations include homeless persons, victims of domestic violence, physically and mentally disabled individuals, those persons suffering from AIDS and other diseases, and disaster victims who are stranded or in need of temporary shelter. Warren is committed to helping HUD achieve the goal of eliminating chronic homelessness in ten years; to that end, the City of Warren will use CDBG funds to:</p> <ul style="list-style-type: none"> • Support the establishment and operation of permanent supportive housing and men's transitional housing facilities; • Encourage the creation of a better tracking mechanism to coordinate support for homeless and at-risk individuals who are assisted by social service agencies, as well as emergency, transitional, and permanent housing facilities throughout Trumbull County; and • Support the Trumbull County Housing Collaborative in the preparation and implementation of the Blueprint to End Homelessness in the next ten years. <p>Achievements in homeless assistance can be measured by factors including number of individuals served, number of individuals placed in emergency, transitional, or permanent supportive housing, amount of funding programmed towards the construction of supportive housing facilities, and number of facilities built and occupied.</p>

8	Goal Name	Capital Improvements
	Goal Description	<p>Rebuilding the physical infrastructure of a community improves the local business climate and is often critical to the redevelopment of distressed neighborhoods. Programs to build roads, provide water and waste removal, other public infrastructure services, and provide substantial economic benefits, including job creation and business retention.</p> <ul style="list-style-type: none"> • Increase funding for street resurfacing projects, until all roadways within the Target Area neighborhoods have been repaired; • Set aside CDBG funding to seek outside sources of funding for needed Target Area infrastructure improvements; and • Improve slum and blight conditions by razing those unsafe structures which do not meet code in order to remain competitive with newer communities. <p>It should be noted that the benefits of infrastructure improvements are often not realized immediately, and should be evaluated after an appropriate period of time has passed. Once project have been completed and are integrated into the community, their success may be measured through the number of jobs created and/or retained, the amount of investment generated the number of new businesses created, condition of roads and transportation services, improved access, and community perception.</p>
9	Goal Name	Youth Services
	Goal Description	<p>All young people require support, guidance, and the opportunity for education, recreation, and service throughout their adolescence; a time of rapid growth and change. Supervised intervention programs and recreational/educational activities can help young individuals develop a sense of self-assurance, encouraging social contribution, community activity, and control over their future. To encourage community engagement of city youth, the City of Warren will use CDBG funds to:</p> <ul style="list-style-type: none"> • Provide funding for those programs that support intervention in the lives of area low- and moderate-income youth, emphasizing education and social responsibility over recreation. <p>Success can be calculated by rate of drop-out, juvenile arrests, and drug/alcohol abuse amount area youth, as well as the interaction of young people with residents, particularly senior citizens.</p>

10	Goal Name	Elderly Services
	Goal Description	<p>As population in the City of Warren and Trumbull County continues to age, the provision of social services for elderly residents enables hundreds of older individuals to maintain their dignity and independence. To support residents of retirement age, the City of Warren will use CDBG funds to:</p> <ul style="list-style-type: none"> • Support programs that provide significant numbers of low- and moderate-income seniors with services including (not limited to) in-home services, home-delivered meals, and transportation. <p>Progress in alleviating burdens suffered by an ageing population can be tracked by the number of seniors served, and the interaction of the elderly with other residents, particularly young adults.</p>
11	Goal Name	Transportation
	Goal Description	<p>Public transportation programs make it possible for individuals who do not (or are not able to) drive to perform critical tasks, including medical appointments, business errands, and shopping activities. Only one fixed-route transportation system currently operates in the City of Warren; to maintain and improve this service, the City of Warren will utilize CDBG funds to:</p> <ul style="list-style-type: none"> • Continue to provide annual funding for those programs offering public transportation options to low- and moderate-income residents. <p>Success will be measured by the number of low- and moderate-income riders served and the number of routes running through Target Area neighborhoods.</p>

12	Goal Name	Other Public Service Projects
	Goal Description	<p>As part of a community revitalization strategy, the City of Warren will continue to support those public services provided by local non-profit organizations to low- and moderate-income residents, as well as those special needs persons. The need for neighborhood service programs to complement non-profit and private organizations continues to rise, resulting in serious competition for CDBG resources. Still, direct program grants are limited by a cap on public service funding, as well as recent community requests for increased investment in public infrastructure.</p> <p>The City of Warren will maintain a certain amount of funding for public service programs, though at a level which permits for permanent infrastructure and development projects to receive funding priority through the CDBG Program. All services which further the city's goal of promoting community organizations and renewal will be considered. These programs may be indirectly supported through capital improvements and recreational development in the city, as well as the enhanced quality of life that results from successful economic and community development activities.</p>
13	Goal Name	Program Administration
	Goal Description	General planning and overall management of HUD-funded activities performed by the Warren City Community Development Department.

Table 7 – Goal Descriptions

Estimate the number of extremely low-income, low-income, and moderate-income families to whom the jurisdiction will provide affordable housing as defined by HOME 91.215(b):

The city's goal is to assist 4 extremely-low-income families, 4 low-income-families, and 6 low-moderate income families with home ownership and housing rehabilitation assistance.

AP-35 Projects – 91.220(d)

Introduction

The Jurisdiction uses consultations and assessment surveys from its non-profit and government agencies dealing with the needs of LMI population and input from citizens through public meetings, surveys, and its citizen committee in the decision making process.

Due to recent economic conditions funding opportunities from both the private sector and foundations have been severely limited. Thus the plan of action is to continue to work with partnering agencies to get the most benefit from the limited funding available to serve the needs of the LMI population in the community. Increased attention will be paid to homelessness issues and to those dealing with underserved youth.

#	Project Name
1	Target Area Street Program
2	Citizens Uniting Citizens, Inc.
3	Trumbull Art Gallery (TAG)
4	The Salvation Army
5	Program Administration
6	Family & Community Services (Solace Center)
7	Youth Build of Trumbull County
8	Contingency
9	Community Legal Aid Foreclosure Prevention Program
10	The Basement Outreach Ministries, Inc.
11	Community Development & Economic Development Professional Services
12	Christy House Emergency Shelter
13	Mind Body and Soul
14	Property Maintenance Code Division
15	Trumbull Community Action Program
16	Trumbull Mobile Meals
17	Second Harvest Food Bank Back Pack Program
18	Community Volunteer Council
19	Warren Philharmonic Orchestra
20	Inspiring Minds Enrichment Program
21	Mahoning Valley College Access Program
22	Beatitude House
23	SCOPE
24	Trumbull Family Fitness
25	Revolving Loan
26	Emergency Repairs
27	Game Changers

#	Project Name
28	Infrastructure Projects
29	Trumbull Neighborhood Partnership (TNP)
30	Western Reserve Independent Living Center
31	Fair Housing
32	HOME City - Administration
33	HOME City - Homebuyer Assistance
34	HOME City - Housing Rehabilitation
35	Special Project Set-aside
36	HOME County - Administration
37	HOME County - Homebuyer Assistance
38	HOME County - Housing Rehabilitation
39	CHDO Administration
40	CHDO Reserve

Table 8 – Project Information

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

Allocation priorities are based on citizen input and collaboration with non-profit partners and agencies. The obstacle to addressing underserved needs in the jurisdiction is that those needs exceed the funding availability - both in direct funds from Federal sources, such as the Community Development Block Grant and HOME, and in the ability to leverage private and foundation dollars which have been limited by the economic conditions in the area.

Projects

AP-38 Projects Summary

Project Summary Information

Table 9 – Project Summary

1	Project Name	Target Area Street Program
	Target Area	CDBG TARGET AREA
	Goals Supported	Capital Improvements
	Needs Addressed	Public Improvements
	Funding	CDBG: \$125,000
	Description	Funds for this project will be used for residential streets that are located within the CDBG target area.
	Target Date	12/31/2018
	Estimate the number and type of families that will benefit from the proposed activities	22,775 LMI Residents
	Location Description	Various locations within the CDBG Target Area.
	Planned Activities	Provide street improvements to facilitate neighborhood revitalization, infrastructure and enhancement projects.
2	Project Name	Citizens Uniting Citizens, Inc.
	Target Area	CDBG TARGET AREA
	Goals Supported	Other Public Service Projects
	Needs Addressed	Community Services and Facilities

	Funding	CDBG: \$3,000
	Description	Funds will assist in providing formerly incarcerated individuals with State ID's and Birth Certificates.
	Target Date	12/31/2018
	Estimate the number and type of families that will benefit from the proposed activities	175 LMI Individuals
	Location Description	361 Elm Rd., Warren, OH 44485 and other various locations.
	Planned Activities	Provide assistance in obtaining State Identification documents and Birth Certificates.
	Planned Activities	Provide assistance in obtaining State Identification documents and Birth Certificates.
3	Project Name	Trumbull Art Gallery (TAG)
	Target Area	CDBG TARGET AREA
	Goals Supported	Youth Services
	Needs Addressed	Community Services and Facilities
	Funding	CDBG: \$5,000
	Description	Funds will specifically be used for supplies used in proving art education to LMI city residents.
	Target Date	12/31/2018
	Estimate the number and type of families that will benefit from the proposed activities	5,000 LMI Youth
	Location Description	158-162 North Park Ave., Warren, OH 44481
	Planned Activities	Provide art classes and workshops for low income youth in the City.
4	Project Name	The Salvation Army
	Target Area	CDBG TARGET AREA
	Goals Supported	Other Public Service Projects

	Needs Addressed	Community Services and Facilities
	Funding	CDBG: \$5,000
	Description	Funds will assist in providing food for LMI persons in the City of Warren.
	Target Date	12/31/2018
	Estimate the number and type of families that will benefit from the proposed activities	4,500 LMI Individuals
	Location Description	270 Franklin St., Warren, OH 44482
	Planned Activities	Provide "take home" food items for LMI residents.
5	Project Name	Program Administration
	Target Area	CDBG TARGET AREA
	Goals Supported	Program Administration
	Needs Addressed	Economic Development Public Improvements Community Services and Facilities Housing and Homeless Services
	Funding	CDBG: \$206,000
	Description	Program Administration funds the operations of the Community Development Department in overseeing the projects set forth within the City of Warren.
	Target Date	12/31/2017
	Estimate the number and type of families that will benefit from the proposed activities	Administration activities do not complete the objective and outcome sections.
	Location Description	Administration activities do not complete the objective and outcome sections.

	Planned Activities	Management and oversight of the department's financial and administrative duties.
6	Project Name	Family & Community Services (Solace Center)
	Target Area	CDBG TARGET AREA
	Goals Supported	Other Public Service Projects
	Needs Addressed	Community Services and Facilities
	Funding	CDBG: \$2,000
	Description	Funds will provide supervised visitation for parent and child with police security.
	Target Date	12/31/2018
	Estimate the number and type of families that will benefit from the proposed activities	35 LMI Individuals
	Location Description	2282 Reeves Rd. NE, Warren, OH 44483
	Planned Activities	Provide supervised visitation for parents and children with police security.
7	Project Name	Youth Build of Trumbull County
	Target Area	CDBG TARGET AREA
	Goals Supported	Youth Services
	Needs Addressed	Community Services and Facilities
	Funding	CDBG: \$4,000
	Description	Funds will assist disadvantage area youth by offering High School Diploma/GED preparation and also providing job training for careers in the construction and building trades.
	Target Date	12/31/2018

	Estimate the number and type of families that will benefit from the proposed activities	64 LMI Students
	Location Description	160 Kenmore Ave., Warren, OH 44483 and other CDBG target areas.
	Planned Activities	Funds will assist disadvantaged area youth by offering High School Diploma/GED preparation and also providing job training for careers in the construction and building trades industries.
8	Project Name	Contingency
	Target Area	CDBG TARGET AREA
	Goals Supported	Capital Improvements
	Needs Addressed	Economic Development Public Improvements
	Funding	CDBG: \$1
	Description	These funds will assist with cost overruns in approved projects and activities. If the CDBG Grant is less than the projected estimate all project allocations will be decreased by the appropriate percentage. If the CDBG Grant is more than the projected estimate the increased allocation will be placed into Contingency to be used on 2017 Approved project line items. Should any project not go forward or not use all of the allocated funds, those unused funds will be placed into Contingency. If the Community Development Department staff is reduced due to budget constraints, all non-profit public service allocations will be placed into Contingency.
	Target Date	12/31/2018
	Estimate the number and type of families that will benefit from the proposed activities	Will vary depending on the actual project(s) completed
	Location Description	Various locations within the CDBG Target Area

	Planned Activities	Will vary depending on the actual project(s) completed. Contingency Funds can only be used to increase dollar amounts of Approved Projects as listed in the Ordinance and detailed in this plan.
9	Project Name	Community Legal Aid Foreclosure Prevention Program
	Target Area	CDBG TARGET AREA
	Goals Supported	Homeless Support
	Needs Addressed	Community Services and Facilities
	Funding	CDBG: \$3,000
	Description	These funds will be used to assist in providing legal counsel to eligible City homeowners faced with foreclosure.
	Target Date	12/31/2018
	Estimate the number and type of families that will benefit from the proposed activities	50 LMI Individuals
	Location Description	160 E Market St., Suite 225, Warren, OH 44481
	Planned Activities	These funds will be used to assist in providing legal counsel to eligible City homeowners faced with foreclosure.
10	Project Name	The Basement Outreach Ministries, Inc.
	Target Area	CDBG TARGET AREA
	Goals Supported	Homeless Support
	Needs Addressed	Community Services and Facilities
	Funding	CDBG: \$6,000
	Description	These funds will assist with providing a weekly meal for the homeless.
	Target Date	12/31/2018

	Estimate the number and type of families that will benefit from the proposed activities	8,000 Homeless Individuals
	Location Description	309 N Park Ave., Warren, OH 44481
	Planned Activities	Providing non-perishable foods to the homeless.
11	Project Name	Community Development & Economic Development Professional Services
	Target Area	CDBG TARGET AREA
	Goals Supported	Economic Incentives
	Needs Addressed	Economic Development
	Funding	CDBG: \$150,000
	Description	These funds will allow the City to enter into professional services contracts for community and economic development activities.
	Target Date	12/31/2018
	Estimate the number and type of families that will benefit from the proposed activities	xxx Businesses
	Location Description	Various locations within the CDBG Target Area
	Planned Activities	Technical Assistance to new and existing businesses in the City of Warren
12	Project Name	Christy House Emergency Shelter
	Target Area	CDBG TARGET AREA
	Goals Supported	Homeless Support
	Needs Addressed	Community Services and Facilities
	Funding	CDBG: \$12,000

	Description	Funds will assist with basic operating costs at the Christy House, an emergency homeless shelter.
	Target Date	12/31/2018
	Estimate the number and type of families that will benefit from the proposed activities	360 Homeless Individuals
	Location Description	919 Main Ave. SW, Warren, OH 44483
	Planned Activities	Shelter homeless persons or families.
13	Project Name	Mind Body and Soul
	Target Area	CDBG TARGET AREA
	Goals Supported	Youth Services
	Needs Addressed	Community Services and Facilities
	Funding	CDBG: \$4,000
	Description	Funds will help the YES-JUMP Program. Providing K-8th grades with community based mentoring, tutoring, and entrepreneurship training.
	Target Date	12/31/2018
	Estimate the number and type of families that will benefit from the proposed activities	75 LMI Students
	Location Description	3855 E Market St., Warren, OH 44484 and 1979 Hazelwood Ave., Warren, OH 44484
	Planned Activities	Tutoring, mentoring, and training LMI Students.
14	Project Name	Property Maintenance Code Division
	Target Area	CDBG TARGET AREA
	Goals Supported	Capital Improvements

	Needs Addressed	Public Improvements
	Funding	CDBG: \$45,000
	Description	To fund the salary of a property maintenance code investigator with the Health Department, working within the City's CDBG target area.
	Target Date	12/31/2017
	Estimate the number and type of families that will benefit from the proposed activities	600 Household Units which benefit various LMI Individuals within the CDBG Target Area.
	Location Description	Various locations within the CDBG Target Area.
	Planned Activities	Fund the salary of the Property Maintenance Code Investigator.
15	Project Name	Trumbull Community Action Program
	Target Area	CDBG TARGET AREA
	Goals Supported	Transportation
	Needs Addressed	Community Services and Facilities
	Funding	CDBG: \$10,000
	Description	These funds will assist LMI City residents by providing community transportation.
	Target Date	12/31/2018
	Estimate the number and type of families that will benefit from the proposed activities	600 LMI Individuals
	Location Description	Various locations within the CDBG Target Area.
	Planned Activities	Provide transportation to LMI Individuals.
16	Project Name	Trumbull Mobile Meals

	Target Area	CDBG TARGET AREA
	Goals Supported	Elderly Services
	Needs Addressed	Community Services and Facilities
	Funding	CDBG: \$4,000
	Description	Funds are to assist in home meal delivery services to LMI Warren Residents.
	Target Date	12/31/2018
	Estimate the number and type of families that will benefit from the proposed activities	10 LMI Seniors
	Location Description	323 E Market St., Warren, OH 44481
	Planned Activities	Funds will be used to purchase equipment to aid in the preparation of food to be delivered to LMI Seniors.
17	Project Name	Second Harvest Food Bank Back Pack Program
	Target Area	CDBG TARGET AREA
	Goals Supported	Youth Services
	Needs Addressed	Community Services and Facilities
	Funding	CDBG: \$7,000
	Description	These funds will be utilized to assist with the Back Pack Food program, supplying food for Willard and Jefferson LMI school children to take home for the weekend.
	Target Date	12/31/2018
	Estimate the number and type of families that will benefit from the proposed activities	150 LMI Students

	Location Description	Warren City Schools: Jefferson and Willard Elementary Schools.
	Planned Activities	Distribute weekend food for LMI school children to take home.
18	Project Name	Community Volunteer Council
	Target Area	CDBG TARGET AREA
	Goals Supported	Other Public Service Projects
	Needs Addressed	Community Services and Facilities
	Funding	CDBG: \$10,000
	Description	To help assist in providing food, supplies and clothing to LMI persons in the City of Warren.
	Target Date	12/31/2018
	Estimate the number and type of families that will benefit from the proposed activities	2,500 LMI Individuals
	Location Description	1642 W Market St., Warren, OH 44485
	Planned Activities	Provide food, supplies, and clothing.
19	Project Name	Warren Philharmonic Orchestra
	Target Area	CDBG TARGET AREA
	Goals Supported	Youth Services
	Needs Addressed	Community Services and Facilities
	Funding	CDBG: \$12,000
	Description	The Warren Philharmonic Orchestra will use these funds to bring music and music education to the K-8 LMI students of Warren City Schools.
	Target Date	12/31/2018

	Estimate the number and type of families that will benefit from the proposed activities	2,000 LMI Students
	Location Description	Warren City Schools.
	Planned Activities	Providing hands on musicians and musical instruments.
20	Project Name	Inspiring Minds Enrichment Program
	Target Area	CDBG TARGET AREA
	Goals Supported	Youth Services
	Needs Addressed	Community Services and Facilities
	Funding	CDBG: \$15,000
	Description	These funds will provide education, arts, sports and recreation programs, and provide community service opportunities, etc. to elementary through high school students enrolled in Warren City Schools.
	Target Date	12/31/2018
	Estimate the number and type of families that will benefit from the proposed activities	300 LMI Students
	Location Description	837 Woodland St., Warren, OH 44483
	Planned Activities	Educational mentoring, tutoring, sports, arts, and recreation programs.
21	Project Name	Mahoning Valley College Access Program
	Target Area	CDBG TARGET AREA
	Goals Supported	Youth Services
	Needs Addressed	Community Services and Facilities
	Funding	CDBG: \$5,000

	Description	Funding will assist Warren City School students in college or trade school preparation.
	Target Date	12/31/2018
	Estimate the number and type of families that will benefit from the proposed activities	750 LMI Students
	Location Description	860 Elm Rd. NE, Warren, OH 44483
	Planned Activities	Assisting students in registering for college entrance exams (ACT/SAT), help file for Federal Student Aide (FASA), one on one counseling, and workshop and classroom presentations.
22	Project Name	Beatitude House
	Target Area	CDBG TARGET AREA
	Goals Supported	Homeless Support
	Needs Addressed	Community Services and Facilities
	Funding	CDBG: \$5,000
	Description	Funds will assist in helping homeless women and children in a transitional housing facility.
	Target Date	12/31/2018
	Estimate the number and type of families that will benefit from the proposed activities	75 LMI Individuals
	Location Description	1370 Tod Ave. NW, Warren, OH 44485
	Planned Activities	Provide overnight shelter.
23	Project Name	SCOPE
	Target Area	CDBG TARGET AREA
	Goals Supported	Elderly Services

	Needs Addressed	Community Services and Facilities
	Funding	CDBG: \$4,000
	Description	To assist in transporting food to homebound, disabled LMI residents in the City of Warren.
	Target Date	12/31/2018
	Estimate the number and type of families that will benefit from the proposed activities	85 LMI Individuals
	Location Description	Various locations within the CDBG Target Area.
	Planned Activities	Semi-monthly delivery of groceries to include fresh produce and non-perishables to homebound seniors.
24	Project Name	Trumbull Family Fitness
	Target Area	CDBG TARGET AREA
	Goals Supported	Other Public Service Projects
	Needs Addressed	Community Services and Facilities
	Funding	CDBG: \$8,000
	Description	To help assist with health and fitness for LMI families in the City of Warren contingent upon a minimum of four visits per month.
	Target Date	12/31/2018
	Estimate the number and type of families that will benefit from the proposed activities	1,000 LMI Individuals
	Location Description	210 High St. NW, Warren, OH 44481
	Planned Activities	Workshops focusing on physical, social and emotional wellness; assault and defense classes; adult and youth swim lessons; summer and afterschool programs; and lunch and learning activities for seniors.

25	Project Name	Revolving Loan
	Target Area	CDBG TARGET AREA
	Goals Supported	Loan Programs
	Needs Addressed	Economic Development
	Funding	CDBG: \$124,000
	Description	Revolving Loan Funds will assist Community Development in making loans to businesses for the purpose of creating and/or retaining jobs.
	Target Date	12/31/2018
	Estimate the number and type of families that will benefit from the proposed activities	Will vary on the type and location of businesses assisted.
	Location Description	Various locations within the CDBG Target Area.
	Planned Activities	Loans for New and/or expanding businesses in the City of Warren.
26	Project Name	Emergency Repairs
	Target Area	CDBG TARGET AREA
	Goals Supported	Emergency Home Repair
	Needs Addressed	Housing and Homeless Services
	Funding	CDBG: \$5,000
	Description	Funds to assist home owners in emergency home repairs to correct health and/or safety threat.
	Target Date	
	Estimate the number and type of families that will benefit from the proposed activities	1 LMI Family

	Location Description	Various location(s) within the CDBG Target Area.
	Planned Activities	Emergency repairs such as heating systems, hot water heaters, severe roof damage, etc.
27	Project Name	Game Changers
	Target Area	CDBG TARGET AREA
	Goals Supported	Youth Services
	Needs Addressed	Community Services and Facilities
	Funding	CDBG: \$4,000
	Description	These funds will provide education and mentoring program for LMI students residing in the City of Warren.
	Target Date	12/31/2018
	Estimate the number and type of families that will benefit from the proposed activities	320 LMI Students
	Location Description	125 W Market St., Warren, OH 44481
	Planned Activities	These funds will provide education and mentoring program for LMI student athletes residing in the City of Warren.
28	Project Name	Infrastructure Projects
	Target Area	CDBG TARGET AREA
	Goals Supported	Capital Improvements
	Needs Addressed	Public Improvements
	Funding	CDBG: \$224,999
	Description	Funds to match grants and make infrastructure improvements in the City of Warren.
	Target Date	12/31/2018

	Estimate the number and type of families that will benefit from the proposed activities	22,775 LMI Residents
	Location Description	Various locations within the CDBG Target Area.
	Planned Activities	Provide improvements to facilitate infrastructure and enhancement projects.
29	Project Name	Trumbull Neighborhood Partnership (TNP)
	Target Area	CDBG TARGET AREA
	Goals Supported	Transportation
	Needs Addressed	Community Services and Facilities
	Funding	CDBG: \$2,000
	Description	These funds are for transportation only of LMI Warren residents to the Farmers Market on Courthouse Square.
	Target Date	12/31/2018
	Estimate the number and type of families that will benefit from the proposed activities	250 LMI Individuals
	Location Description	Various locations in the CDBG Target Area.
	Planned Activities	Providing transportation to LMI residents to the local farmers market.
30	Project Name	Western Reserve Independent Living Center
	Target Area	CDBG TARGET AREA
	Goals Supported	Other Public Service Projects
	Needs Addressed	Community Services and Facilities
	Funding	CDBG: \$12,000

	Description	Funds will assist in permanent handicapped ramps and home modifications for LMI residents.
	Target Date	12/31/2018
	Estimate the number and type of families that will benefit from the proposed activities	2 LMI Individuals
	Location Description	Various locations within the CDBG Target Area.
	Planned Activities	Building handicapped ramps.
31	Project Name	Fair Housing
	Target Area	CDBG TARGET AREA
	Goals Supported	Other Public Service Projects
	Needs Addressed	Community Services and Facilities
	Funding	CDBG: \$8,000
	Description	Assist the City in compliance with Fair Housing laws as required by HUD.
	Target Date	12/31/2017
	Estimate the number and type of families that will benefit from the proposed activities	40,310 City Residents - this is an Area Wide Benefit.
	Location Description	Various locations within the City of Warren.
	Planned Activities	Comply with Fair Housing issues.
32	Project Name	HOME City - Administration
	Target Area	HOME TARGET AREA
	Goals Supported	Program Administration

	Needs Addressed	Economic Development Public Improvements Community Services and Facilities Housing and Homeless Services
	Funding	HOME: \$29,500
	Description	City's portion of the Consortium's HOME administration funds.
	Target Date	12/31/2017
	Estimate the number and type of families that will benefit from the proposed activities	Administration activities do not complete the objective and outcome sections.
	Location Description	Administration activities do not complete the objective and outcome sections.
	Planned Activities	Management and oversight of the department's financial and administrative duties.
33	Project Name	HOME City - Homebuyer Assistance
	Target Area	HOME TARGET AREA
	Goals Supported	Homeownership Program
	Needs Addressed	Housing and Homeless Services
	Funding	HOME: \$35,000
	Description	Funds to assist moderate income families to become home owners in the City.
	Target Date	12/31/2018
	Estimate the number and type of families that will benefit from the proposed activities	7 LMI Families
	Location Description	Various locations within the HOME Target Area.

	Planned Activities	Down payment Assistance for City of Warren single-family homebuyers (must be owner-occupied, not applicable for rental properties).
34	Project Name	HOME City - Housing Rehabilitation
	Target Area	HOME TARGET AREA
	Goals Supported	Owner-Occupied Housing Rehabilitation
	Needs Addressed	Housing and Homeless Services
	Funding	HOME: \$106,000
	Description	To assist in low- to moderate-income owner occupied housing rehabilitation within the City.
	Target Date	12/31/2018
	Estimate the number and type of families that will benefit from the proposed activities	2 LMI Families
	Location Description	Various locations within the HOME Target Area.
	Planned Activities	Rehabilitation of single family residential housing.
35	Project Name	Special Project Set-aside
	Target Area	HOME TARGET AREA
	Goals Supported	Multi-Family and Single-Family Housing
	Needs Addressed	Housing and Homeless Services
	Funding	HOME: \$122,500
	Description	Special Projects - various single-family and/or multi-family construction and/or rehabilitation.
	Target Date	12/31/2018

	Estimate the number and type of families that will benefit from the proposed activities	1 LMI Families
	Location Description	Various locations within the HOME Target Area.
	Planned Activities	<p>Single-family construction and/or rehabilitation are the anticipated planned activities.</p> <p>If the HOME Grant is less than the projected estimate all projects will be decreased by the appropriate percentage. If the HOME Grant is more than the projected estimate the increased allocation will be placed into Special Project Set-aside. Should any project not go forward or not access all allocated funds, the unused funds will be placed into Special Project set-aside. If the Community Development Department staff is reduced due to budget constraints, the City Homeowner Rehabilitation and City Homebuyer Assistance allocations will be placed into Special Project Set-aside.</p>
36	Project Name	HOME County - Administration
	Target Area	HOME TARGET AREA
	Goals Supported	Program Administration
	Needs Addressed	<p>Economic Development</p> <p>Public Improvements</p> <p>Community Services and Facilities</p> <p>Housing and Homeless Services</p>
	Funding	HOME: \$17,000
	Description	County's portion of the Consortium's HOME administration funds.
	Target Date	12/31/2017
	Estimate the number and type of families that will benefit from the proposed activities	Administration activities do not complete the objective and outcome sections.
	Location Description	Administration activities do not complete the objective and outcome sections.

	Planned Activities	Management and oversight of the department's financial and administrative duties.
37	Project Name	HOME County - Homebuyer Assistance
	Target Area	HOME TARGET AREA
	Goals Supported	Homeownership Program
	Needs Addressed	Housing and Homeless Services
	Funding	HOME: \$15,000
	Description	Funds to assist moderate income families to become home owners in the County.
	Target Date	12/31/2018
	Estimate the number and type of families that will benefit from the proposed activities	3 LMI Families
	Location Description	Various locations within the HOME Target Area.
	Planned Activities	Down payment Assistance for Trumbull County single-family homebuyers (must be owner-occupied, not applicable for rental properties).
38	Project Name	HOME County - Housing Rehabilitation
	Target Area	HOME TARGET AREA
	Goals Supported	Owner-Occupied Housing Rehabilitation
	Needs Addressed	Housing and Homeless Services
	Funding	HOME: \$55,000
	Description	To assist in low- to moderate-income owner occupied housing rehabilitation within the County.
	Target Date	12/31/2018

	Estimate the number and type of families that will benefit from the proposed activities	1 LMI Families
	Location Description	Various locations within the HOME Target Area.
	Planned Activities	Rehabilitation of single family residential housing.
39	Project Name	CHDO Administration
	Target Area	HOME TARGET AREA
	Goals Supported	Program Administration
	Needs Addressed	Economic Development Public Improvements Community Services and Facilities Housing and Homeless Services
	Funding	HOME: \$21,250
	Description	Funds for operating expenses for the CHDO for the development of HOME eligible housing.
	Target Date	12/31/2018
	Estimate the number and type of families that will benefit from the proposed activities	Administration activities do not complete the objective and outcome sections.
	Location Description	Administration activities do not complete the objective and outcome sections.
	Planned Activities	Management and oversight of the CHDOs financial and administrative duties.
40	Project Name	CHDO Reserve
	Target Area	HOME TARGET AREA
	Goals Supported	Multi-Family and Single-Family Housing
	Needs Addressed	Housing and Homeless Services

	Funding	HOME: \$63,750
	Description	Funds for project expenses for the CHDO for the development of HOME eligible housing.
	Target Date	12/31/2018
	Estimate the number and type of families that will benefit from the proposed activities	Will vary depending on the project selected.
	Location Description	Various locations within the HOME Target Area.
	Planned Activities	Single-family construction and/or rehabilitation.

AP-50 Geographic Distribution – 91.220(f)

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

During the next year, housing and development efforts will continue to be directed towards those neighborhoods within the City of Warren where 51.3% of residents are considered to have low- to moderate-income. Low– income persons are those individuals who earn less than 50 percent of the area median family income (MFI) as determined by the most recent U.S. Census; similarly, moderate-income households are those which earn less than 80% percent MFI.

Geographic Distribution

Target Area	Percentage of Funds
CDBG TARGET AREA	100
HOME TARGET AREA	100

Table 10 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

The allocation of investments is based on the following factors: level of need; citizen input; recommendations of consulting partners and housing organizations; ability to leverage other funding sources; matching funds; long range viability of project.

Affordable Housing

AP-55 Affordable Housing – 91.220(g)

Introduction

One Year Goals for the Number of Households to be Supported	
Homeless	0
Non-Homeless	15
Special-Needs	0
Total	15

Table 11 - One Year Goals for Affordable Housing by Support Requirement

One Year Goals for the Number of Households Supported Through	
Rental Assistance	0
The Production of New Units	0
Rehab of Existing Units	5
Acquisition of Existing Units	10
Total	15

Table 12 - One Year Goals for Affordable Housing by Support Type

AP-60 Public Housing – 91.220(h)

Introduction

Trumbull Metropolitan Housing Authority (TMHA) provides decent, safe and sanitary housing for low- to moderate-income families unable to secure housing needs on the open market. TMHA currently operates 1,222 public housing units in 13 Trumbull County developments, and serves approximately 2,300 low- and moderate income residents. In addition, participants in Section 8 New Construction and TMHA administered Housing Choice Voucher programs make up over 2,500 tenants in 1051 units.

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

Nothing is currently planned, but TMHA is always reviewing options and possible projects.

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

TMHA provides a series of initiatives for resident education, including economic self-sufficiency, tenant homeownership, and drug prevention programs. In addition, more than \$7.4 million has been spent on capital improvements to TMHA complexes. Outside funding has been secured to renovate a basketball court, erect playground equipment, and construct a baseball field at Highland Terrace.

TMHA has continued to work with a local lending institution to advance homeownership opportunities for housing choice voucher participants and public housing residents alike. The importance of saving, credit worthiness, home maintenance, and other related issues are expounded upon so that participants may share in the American dream. Thirteen (13) families have purchased a home through this venture since program inception.

The TMHA Family Self Sufficiency program continues to be a catalyst for financial autonomy for public housing choice voucher participants. A combined total of seventy-three (73) families are currently involved in asset accumulation activities and social service programs which enable participants to overcome various obstacles to self-sufficiency. The Elderly Service Coordinator, in its twelfth (12th) year of operation, has provided vital linkages to services for residents to receive the assistance necessary to maintain a self-reliant lifestyle. Supplemental grant funds were secured in order to employ a Service Coordinator at the McKinley Towers development, where eighty (80) residents have been linked with over 1300 services in order to remain living independently. TMHA also continues to collaborate with resident tenant organizations by participating in jurisdiction wide resident council meetings and hosting public hearings on issues of importance to the community. According to the PHA Five Year Action Plan, TMHA goals include:

- Enhance attractiveness and marketability of housing stock and neighborhoods
- Encourage opportunities for self-sufficiency and increase level of supportive services
- Establish staff development
- Improve the quality of fiscal management systems
- Develop and implement a plan for diversification and entrepreneurship
- Identify additional housing needs in Trumbull County

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

The Trumbull Metropolitan Housing Authority has not been classified as a troubled PHA, no actions are required.

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

Introduction

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

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

The City of Warren is part of the Trumbull County Housing Collaborative which was established to coordinate and develop services for homeless and low income persons. The Collaborative consists of representatives from over 50 public, private, and non –profit agencies with a common goal of providing a continuum of care to these individuals and families especially those with special needs. The Collaborative meets monthly to share concerns methods, resources, etc. This cooperation among agencies has increased both the efficiency and expediency of reaching out to homeless persons and accessing need.

Addressing the emergency shelter and transitional housing needs of homeless persons

The City of Warren, through its CDBG program, funds three separate sites - one emergency shelter, one domestic abuse shelter and one transitional housing site.

At all three locations the necessary services offered include, but are not limited to: educational and skills training, day care needs, transportation to employment, counseling, medical facilities, etc.

In addition there are other emergency shelters in the area, although not funded directly by the City of Warren, that work with the City and the Trumbull County Housing Collaborative in order to ensure that best efforts are being used to maintain both the physical facility and provide the needed services to move the individual towards more permanent housing.

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

Once again the Trumbull County Housing Collaborative and its member agencies have done outstanding work in identifying not only the needs of homeless and near homeless individuals and families but have tailored programs and assistance to ensure that through the Continuum of Care these persons can move

to permanent and traditional housing as quickly as possible with the help of the support services necessary to make this transition successful.

The City and the Collaborate will continue to improve the situation by:

- Seeking increased supportive services, including job training, education, and drug counseling, to keep those at-risk individuals and families from becoming homeless
- Working to improve the coordinated tracking system to monitor homeless individuals from the initial service or housing provision to eventual self-sufficiency and permanent housing

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

The City of Warren does a consistently good job in its support of programs and organizations that reach out to low to moderate income individuals with the number one concern of either keeping them in their homes or finding them suitable housing. Organizations such as Catholic Charities, Community Legal Aid, the Foods Bank, and community volunteer organizations are funded through CDBG with the goal of providing a holistic approach to dealing with the issues of these families and individuals with the ultimate goal of keeping them in permanent housing.

In addition, block grant funds are used to assist agencies such as Free Indeed Prison Ministries and Citizens Uniting Citizens that deal with more specific issues such as individuals being discharged from public correction programs and institutions. And as a member, the city does work with the agencies that make up the Trumbull County Housing Collaborative and the Continuum of Care for their support in these efforts.

Organizations such as Youthbuild and Habitat for Humanity as well as the City's Emergency Repair programs also are effective in assisting families with needed repairs and in making properties accessible for handicapped individuals in an effort to keep these families and individuals in their homes.

AP-75 Barriers to affordable housing – 91.220(j)

Introduction

Actions it planned to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment

Zoning and subdivision regulations in the City of Warren are not a source of obstruction to the construction or rehabilitation of housing units; in addition, the Trumbull County subdivision code presents no barrier to affordable housing development or maintenance.

Discussion

The main issue affecting the ability to meet the underserved needs in the city is the lack of funding. In order to address this obstacle, the City continues to partner with other government agencies, development organizations, private and non-profit corporations, advocacy and neighborhood groups and community foundations in an effort to explore other funding sources and creating partnerships aimed at benefiting low to moderate income persons.

For that reason, the City is often one of several partners in projects that promote a comprehensive approach to housing, community services and economic development. These and similar policies have allowed the City to maximize the amount of support provided to low to moderate income individuals, and to area wide benefit.

The City has established a significant number of partnerships with government agencies, development organizations, private and non-profit corporations, advocacy and neighborhood groups, public schools, behavioral health and shelter service providers, and volunteer groups. The Community Development Department seeks to preserve these relationships while extending the City's role as a coordinator of community resources.

AP-85 Other Actions – 91.220(k)

Introduction

Actions planned to address obstacles to meeting underserved needs

Housing and development efforts will continue to be directed towards those neighborhoods within the City of Warren where 51.3% of residents are considered to have low- to moderate-income. Low-income persons are those individuals who earn less than 50 percent of the area median family income (MFI) as determined by the most recent U.S. Census; similarly, moderate-income households are those which earn less than 80% percent MFI.

Actions planned to foster and maintain affordable housing

The City of Warren is committed to the on-going goals of providing decent, safe, affordable housing and to improving the quality of life for all residents. The City will increase homeownership rates; support short term emergency shelters for local homeless individuals and pursue the expansion of a supportive housing network for those low- and moderate-income homeowners; and reduce the number of abandoned and dilapidated structures that blight neighborhoods and endanger residents.

Actions planned to reduce lead-based paint hazards

The City continues to implement HUD regulations for the identification and removal of lead based paint hazards in housing. Lead inspection, testing, risk assessment, resident notification and clearance have all been implemented into the housing programs and are performed by Mahoning County Lead Task Force. These activities have reduced the number of housing units with lead paint hazards and provide low to moderate income persons the availability of safe decent housing.

Actions planned to reduce the number of poverty-level families

CDBG and HOME resources are targeted towards supporting those very low- and low-income households in their search for services. Additional funding resources will be sought to allow existing agencies and organizations to continue/expand programs which minimize the number of households living below poverty. The Consortium will work to end discrimination in the housing industry through its continued support of the housing education, outreach, and credit counseling programs.

The Consortium will also coordinate with local CHDO's and area social service providers to see to the housing needs of very low- and low-income clients. This would include Owner-Occupied Rehabilitation, Homeownership, and housing education and outreach programs. Prevention of housing discrimination, especially in minority households and those female-headed households with children is a priority.

Actions planned to develop institutional structure

Implementation of the Consolidated Plan through this annual Action plan will rely on the concerted efforts of a consortium of public and non-profit agencies, service providers, and the community at-large. Key organizations include the Warren Community Development Department, Trumbull County Planning Commission, Trumbull County Metropolitan Housing Authority, Warren Redevelopment and Planning Inc., and Paragon Residential Solutions Corp.

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

Public participation and civic cooperation are fundamental elements of all successful housing and community development practice. In order to assemble a useful and action-oriented plan that assists residents, particularly those individuals of low- or moderate-income and those with specific housing and supportive service needs, the Community Development Department developed a consultation program between policy and program stakeholders, civic and community leaders, professionals, and department staff.

Program Specific Requirements

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

Introduction

Community Development Block Grant Program (CDBG)

Reference 24 CFR 91.220(I)(1)

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

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

Other CDBG Requirements

1. The amount of urgent need activities	0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	100.00%

HOME Investment Partnership Program (HOME)
Reference 24 CFR 91.220(l)(2)

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

We do not expect to use any other forms of investments other than deferred payment loans and/or grants.

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

As a condition of the deferred loan, the borrower agrees to remain the title holder and principal occupant of the home during the affordability period. The period of affordability is based upon the direct HOME subsidy provided to the borrower and is outlined below. A Promissory Note is signed and a lien is placed on the property for the total amount of HOME funds allocated. This lien will remain in place during the affordability period. Once the terms have been met, a Satisfaction of Mortgage is done and the lien is released. If the borrower fails to meet the terms of the agreement the City will impose the **recapture** requirement as established under the HOME rule 92.254(a)(5).

During the affordability period, the full amount of the note will become due if the property is sold, transferred or no longer the principal place of residence. The PJ will recapture the entire amount of the subsidy provided before the homebuyer receives a return. (Recapture amount to be limited to only the net proceeds from the sale). The terms of recapture are outlined in both the written Mortgage Agreement and the Promissory Note signed by the buyer.

Minimum Affordability Periods

Funds Provided per Unit	Minimum Period of Affordability
Less than \$15,000	5 years
\$15,000 to \$40,000	10 years
Over \$40,000	15 years
New Construction	20 years

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

As a condition of the deferred loan, the borrower agrees to remain the title holder and principal occupant of the home during the affordability period. The period of affordability is based upon the direct HOME subsidy provided to the borrower and is outlined below. A Promissory Note is signed and a lien is placed on the property for the total amount of HOME funds allocated. This lien will remain in place during the affordability period. Once the terms have been met, a Satisfaction of Mortgage is done and the lien is released. If the borrower fails to meet the terms of the agreement the City will impose the recapture requirement as established under the HOME rule 92.254(a)(5).

During the affordability period, the full amount of the note will become due if the property is sold, transferred or no longer the principal place of residence. The PJ will recapture the entire amount of the subsidy provided before the homebuyer receives a return. (Recapture amount to be limited to only the net proceeds from the sale). The terms of recapture are outlined in both the written Mortgage Agreement and the Promissory Note signed by the buyer.

Minimum Affordability Periods

Funds Provided per Unit	Minimum Period of Affordability
Less than \$15,000	5 years
\$15,000 to \$40,000	10 years
Over \$40,000	15 years
New Construction	20 years

4. Plans for using HOME funds to refinance existing debt secured by multifamily housing that is rehabilitated with HOME funds along with a description of the refinancing guidelines required that will be used under 24 CFR 92.206(b), are as follows:

We do not expect to include refinancing as part of our multifamily rehabilitation projects.

Attachments

Citizen Participation Comments



Community Development Department
City of Warren

NOTICE OF PUBLIC COMMENT PERIOD

For the 2017 Consolidated Housing and Community Development Annual Action Plan

THURSDAY, OCTOBER 13, 2016 to MONDAY, NOVEMBER 14, 2016

The City of Warren is seeking comments from citizens on the 2017 Consolidated Housing and Community Development Annual Action Plan. Two public comment sessions will be held **MONDAY, NOVEMBER 14, 2016 AT 12:00 (NOON) AND 4:00 PM** in the Conference Room located at the Warren Government Center (Gibson Building), 258 E. Market St. This is a handicap-accessible building. If you require an interpreter for the hearing impaired or a translator for non-English speaking persons, please give the Community Development 48 hours notice. The 2017 Action Plan and public comment forms are available online at www.warren.org as well as at the City of Warren Community Development Dept. 258 E. Market St., Suite 305, Warren, Ohio 44481, phone: 330-841-2595. Citizens are encouraged to submit comments in writing on the Public Comment Form that is provided.

Advertised in the Trumbull County Legal News on October 13, 2016 and listed on the City of Warren's website (www.warren.org) starting on October 13, 2016 thru November 14, 2016.

PUBLIC COMMENT SESSION
Monday, November 14, 2016
12:00 PM

[illegible]

PUBLIC COMMENT SESSION
Monday, November 14, 2016
4:00 PM

[illegible]

CITY OF WARREN - 2017 ANNUAL ACTION PLAN

PUBLIC COMMENT FORM

Contact Information

Name	Michael Iberis, Executive Director, Second Harvest
Address	2805 Salt Springs Road
	Youngstown, OH 44509
Telephone	(330) 792-5522
E-mail	miberis@feedingamerica.org

Comments:

Second Harvest Food Bank of the Mahoning Valley, a member of Feeding America, solicits, stores and distributes food to hunger-relief agencies in Columbiana, Mahoning and Trumbull counties. In addition to this work, the Food Bank implements Backpack Programs, including a Backpack Program that ensures that 150 low income elementary school children in Jefferson and Willard Elementary schools in the City of Warren receive a bag of nutritious, child friendly food each weekend during the school year. The food bag includes shelf-stable milk and cereal, peanut butter, microwavable meals, granola bars, and fruit cups. We ask that funding not be cut for this vital program.

No child can learn on an empty stomach. If this program is not funded, these children will experience hunger and the stress of knowing that there will be less food available to them over the weekends. According to Feeding America's Map the Meal Gap 2016 study, 1 in 4 children in the Food Bank's tri-county service area is at-risk of going hungry. The Backpack Program in the City of Warren is designed to ensure children have food to eat over the weekend when free lunch programs are not available so that they return Monday morning ready to learn. The Food Bank has collaborated with Christ Episcopal Church of Warren and the City of Warren in implementing the Backpack Program since 2007. At the end of each school year, teachers, parents and children fill out evaluations, which often note how much the program enhances behavior and learning in the classroom, helps parents stretch their family food dollars, and helps the children feel cared for and be less hungry.

Michael Iberis

Signature

11/04/16

Date

Please note that by completing this form it will become Public Record and it will be included in the City of Warren - 2017 Annual Action Plan submission to H.U.D.

CITY OF WARREN - 2017 ANNUAL ACTION PLAN

PUBLIC COMMENT FORM

Contact Information

Name	Trumbull Mobile Meals, Inc.
Address	323 East Market ST.
	Warren, OH 44481
Telephone	(330) 394-2538
E-mail	tmmceo@aol.com, tmmgrants@aol.com

Comments: See attached letter dated November 9, 2016.

Rebecca J. Edwards, CEO

Signature

11/14/16

Date

Please note that by completing this form it will become Public Record and it will be included in the City of Warren - 2017 Annual Action Plan submission to H.U.D.

Trumbull Mobile Meals, Inc.

323 East Market Street
Warren, OH 44481
330.394.2538
Fax: 330.394.8058
tmmceo@aol.com
www.trumbullmobilemeals.org

November 9, 2016

Dear Mayor Franklin, Members of City Council and the CDBG Advisory Committee,

Trumbull Mobile Meals has applied for and has received monies in previous years from CDBG to provide home delivered meals to those in our community who face the three biggest threats of living: hunger, isolation, and the inability to pay for full price basic living needs – food!

Trumbull Mobile Meals is aligned with the main objective of HUD to deliver meals to the underserved population of the community. Currently, TMM has 20 clients on the reduced cost meal program. This program, in collaboration with our clients, CDBG, and TMM, offers daily nutritious meals at a greatly reduced fee to those who are in the very low/low/moderate income range, mentally or physically challenged, homebound and limited in mobility, veterans and special needs persons regardless of age, gender and race, ethnic, national origin, ancestry, or citizenship, economic or religious background. Our collaborative efforts with the City of Warren will help ensure that "No Person goes Hungry" in our community.

If staffing is cut from the CDBG, *who will administer the funds? Where and how and when* will those 20 clients be able to receive a daily wholesome meal? How long will they be able to remain self-sufficient in their own homes? How will their overall health be compromised? How will the very low/low/moderate income range, mentally or physically challenged, homebound, veterans and special needs persons survive?

Regards,



Rebecca J. Edwards, CEO

Trumbull Mobile Meals



"so no one goes hungry" in your community.



CITY OF WARREN - 2017 ANNUAL ACTION PLAN

PUBLIC COMMENT FORM

Contact Information

Name John R Brown Jr
Address 711 Oak Knoll N.E.
WARREN, OH 44483
Telephone 330 399 6657
E-mail DIFFBROWN@AOL.COM

I am requesting that all CDBG
MOVIES BE CONSOLIDATED, FOR INFRASTRUCTURE
IMPROVEMENTS IN LOW TO MODERATE INCOME
AREAS WITHIN THE CITY OF WARREN, OHIO.

John R Brown Jr.
signature

14 Nov 16
date

Please note that by completing this form it will become Public Record and it will be included in
the City of Warren - 2017 Annual Action Plan submission to H.U.D.

CITY OF WARREN - 2017 ANNUAL ACTION PLAN

PUBLIC COMMENT FORM

Contact Information

Name	Councilwoman Cheryl Saffold
Address	760 Maple Street
	Warren, Ohio
Telephone	(330) 399-8178
E-mail	seesaffold@hotmail.com

Comments:

Please see the attached complaints sent on November 14, 2016 I am forwarding in a separate email and in person. There was no way to attach separate documents to this form by email.

My comments are in reference to concerns regarding the 2017 CDBG funds allocated by Warren City Council. I, as well as Warren City non-profits will be devastated if they do not receive funding recommended by the Warren, Ohio Citizens Review Committee.

The city of Warren did not give these organizations ample, nor reasonable time to act on the fact that they may not receive funding in 2017 because of budget issues in the office of Mike Keys, Director of CD in the City of Warren.

I believe all of the non-profits listed in the submitted 2017 CDBG Report should be fully funded 100%.

Councilwoman Cheryl Saffold

Cheryl Saffold

Signature

11/14/16

Date

Please note that by completing this form it will become Public Record and it will be included in the City of Warren - 2017 Annual Action Plan submission to H.U.D.

1/13

Each activity must meet one of the following national objectives for the program: benefit low- and moderate-income persons, prevention or elimination of slums or blight, or address community development needs having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community for which other funding is not available.

Generally, the following types of activities are ineligible:

- Acquisition, construction, or reconstruction of buildings for the general conduct of government
- Political activities
- Certain income payments
- Construction of new housing (with some exceptions)

Eligible Beneficiaries

Over a 1, 2, or 3-year period, as selected by the grantee, not less than 70 percent of CDBG funds must be used for activities that benefit low- and moderate-income persons.

HUD does not provide CDBG assistance directly to individuals, businesses, nonprofit or organizations or other non-governmental entities. If you are interested in participating in this program, you need to contact your local municipal or county officials to find out how the program operates in your area. Participation requirements may differ from one grantee to another.

Find out who administers the CDBG Program in your area. (<https://www.onecpd.info/grantees/>)

If your local government officials cannot answer your questions, or if you are a local official, contact the HUD field office (<http://www.hud.gov/offices/cpd/about/staff/fodirectors>) that serves your area. Note that the local government administers the program and determines which local projects receive funding.

Citizen Participation

A grantee must develop and follow a detailed plan which provides for, and encourages, citizen participation and which emphasizes participation by persons of low- or moderate-income, particularly residents of predominantly low- and moderate-income neighborhoods, slum or blighted areas, and areas in which the grantee proposes to use CDBG funds. The plan must:

- Provide citizens with reasonable and timely access to local meetings, information, and records related to the grantee's proposed and actual use of funds
- Provide for public hearings to obtain citizen views and to respond to proposals and questions at all stages of the community development program, including at least the development of needs, the review of proposed activities, and review of program performance
- Provide for timely written answers to written complaints and grievances
- Identify how the needs of non-English speaking residents will be met in the case of public hearings where a significant number of non-English speaking residents can be reasonably expected to participate

In May 2012, HUD introduced the eCon Planning Suite (<https://www.onecpd.info/consolidated-plan/econ-planning-suite/>), including the Consolidated Plan template in IDIS OnLine and the CPD Maps website. By creating a more cohesive planning and grants management framework and providing better data and a tool for analysis, the eCon Planning Suite supports grantees and the public to assess their needs and make strategic investment decisions. HUD grantees are now required to submit their Consolidated Plan and year one Annual Action Plan using the Consolidated Plan template in IDIS OnLine. If grantees have an approved multi-year Consolidated Plan, they are not required to use IDIS to submit their Annual Action Plan until the next multi-year strategy is due.

Related Resources

CDBG Laws and Regulations ([/community-development/cdbg-laws-and-regulations](http://community-development/cdbg-laws-and-regulations))

<https://www.hudexchange.info/cdbg-entitlement/cdbg-entitlement-program-eligibility-requirements>

07/2014

2/13

Community Volunteer Council
1642 West Market St.
Warren, Ohio 44485
(330) 395-5888



Sept. 03, 2016

To All Trumbull County Administrations:

The Community Volunteer Council is aware of the cuts to the CDBG that our leadership is proposing to make. The CVC has been in existence since September 1979 and serves all Trumbull County residents in need of food, clothing and household items. These items are all donated and given for free to the community. It was established by a community icon Mrs. Sadie Parks whom we lost last year, and we struggle to keep her vision alive.

The CVC appreciates the funding each year in order to help serve the community of Trumbull County but serious cuts would be devastating to our community in ways none of you are not aware of. Our members do all we can to keep this vision going in doing fundraisers but it takes more than that to continue our existence. The community we serve would suffer in ways you apparently do not recognize but being here as long as CVC has serving men, women and children in Trumbull County would be a huge impact. All we ask is to be fair and keep an open mind for the community that the CVC has and continues to serve.

Thank You,

Marlene Roberts, CVC President

3/13

Trumbull Mobile Meals, Inc.

323 East Market Street
Warren, OH 44481
330.394.2538
Fax: 330.394.6058
tmmceo@aol.com
www.trumbullmobilemeals.org

September 6, 2016

Dear Mayor Franklin and Members of City Council,

Trumbull Mobile Meals has applied for and has received monies in previous years to provide meals to those in our community who face the three biggest threats of living: hunger, isolation, and the inability to pay for basic living needs – food!

Most of our clients are seniors and are in the low/moderate income range, mentally and/or physically challenged, limited in mobility, ill/frail or homebound. Trumbull Mobile Meals serves those who cannot drive to a congregate meal site or food distribution center.

Currently Trumbull Mobile Meals has 20 clients on the sliding scale program. This program, in collaboration with our clients, CDBG, and TMM, serves those who cannot afford the full cost of a daily nutritious meal. Client cost is approximately \$2.00 – \$3.00 per day for those with limited income.

Trumbull Mobile Meals is grateful for continued assistance from the CDBG and the City of Warren to help us carry out our mission to make certain that “No person Goes Hungry” in our community.

Best regards,



Rebecca Edwards, CEO



“so no one goes hungry” in your community.



4/13

City of Warren Backpack Program

In the City of Warren at Jefferson and Willard elementary schools, 150 children, selected by administrators based on need, receive a bag of child friendly and ready-to-eat food to take home for the weekends through the Backpack Program. These bags of food ensure that children in the program are not going hungry over the weekends and return to school Monday morning ready to learn.

The total cost of the program for 150 children (\$5.00/bag x 36 weeks for the school year) is \$27,000. For the 2016-2017 school year, the City of Warren Community Development Block Grant awarded the Food Bank \$7,000 toward implementing this program. This is 28% of the total budget for the program. If the Food Bank does not receive the grant award for the 2017-2018 school year, then 42 children will be cut from the program, resulting in 1,512 less bags of food.

About the Food Bank and the Backpack Program

Second Harvest Food Bank of the Mahoning Valley distributes food to hungry people in Columbiana, Mahoning and Trumbull counties through a network of member agencies that includes church pantries, homeless shelters and soup kitchens, shelters for battered women and after-school programs. In 2015, the Food Bank distributed a record 10.4 million pounds of food, including over 3 million pounds of fresh produce, fulfilling nearly 15,000 requests for food assistance each week in the tri-county area.

Currently, Second Harvest Food Bank operates nine Backpack programs in Columbiana, Mahoning and Trumbull counties, serving 655 children. In Trumbull County, there are programs at Jefferson and Willard elementary schools in the City of Warren, Niles Intermediate School, Brookfield Elementary School and E. J. Blott Elementary School. In Mahoning County, there are programs serving Campbell Elementary School, Struthers Elementary School, and Martin Luther King Elementary School. In Columbiana County, there is a program at McKinley Elementary School in Lisbon.

5/13



Trumbull Community Action Program
1230 Palmyra Road S.W. * Warren, Ohio 44485
(330) 393-2507 * (330) 393-4197 Fax
Web Address: www.tcaphelps.org

James W. Abicht
President / CEO

William Turner
Board Chair

TCAP Board of Directors:

September 6, 2016

Board Chair- William Turner
Rep: Trumbull Cnty Job & Family Services

To Whom It May Concern:

Vice President- Mr. Thomas Conley,
Director Warren Urban League
Represents: Warren Urban League

Treasurer- Mr. Wm. Doug Franklin,
Warren City Mayor
Represents: City of Warren

Secretary- Ms. Patricia Latham
Rep: Fine Arts Council of Trumbull County
(F.A.C.T.)

Rhonda Bennett
Rep: Southwest Neighborhood Association

Mr. John Brown
Represents: Warren City Council

Mrs. Nancy Conway
Represents: Early childhood education &
S.O.P.H.I.A.
(StopOnePlaceHelpsAvailable, Inc.)
Alternate for S.O.P.H.I.A.:
Mr. David Henderson, Assistant Director

Ms. Ellen Finan
Represents: First Book of Trumbull County

Elder Ronald Fowles
Represents: East Side Church of Christ

Mrs. Suzanne Brown
Represents: Parent Policy Council

Dr. Sergio Nadler, D.M.D.
Represents: Healthcare Professionals

Mr. Daniel Polivka,
Trumbull County Commissioner
Alternate: Mr. Ken Kubala
Represents: County Commissioners

Mr. Eddie Colbert
Represents: Warren City Council

Mr. Fred Simmons
Represents: South East Side Community
Association (SESCA)
Alternate: Darlene Williams

With the aid of CDBG funding, the Trumbull Community Action Program (TCAP) was able to benefit members of the community with 310 rides to work, school, dialysis and other medical appointments and banking. Over the course of the year, TCAP logged over 1400 miles transporting the Citizens of Warren to their various destinations. Although we are able to transport residents to beautician or barbershop appointments, we strive to ensure that rides for medical appointments, employment, and education are prioritized.

Not only did CDBG funds assist the citizens of Warren directly by providing the grant for transportation services but the funding helped support the employment of at least two tax-paying city residents.

We lost one of our dialysis patients within the past year. We were informed by his family that they and the patient were truly grateful that TCAP played a role in helping to extend his life and helped improve the quality of his life by making sure that he got to and from his dialysis appointments 3 times per week. One 90 year-old who feels that the TCAP service is priceless because we make sure that his home health care provider is dropped off and picked up three times per week.

We are sole source provider for six individuals between the ages of 20 – 35 who rely on TCAP for transportation to and from work. To give you an idea of demand, TCAP received at least 25 calls from residents who need the service of transportation.

Please feel free to let us know if there is anything more that we can do to convince the grantors of local CDBG funding that the service is viable and that TCAP is capable and worthy of continued CDBG funding at the maximum.

Sincerely,


Van D. Nelson, Interim CEO

6/13

Memo

September 6, 2016

To: Warren City Council

From: Ralph H. Smith

Scope Senior Services

A Family & Community Services, Inc. Program

Reference: Impact of Warren City Funding on Scope Senior Services

Dear Honorable Ladies & Gentlemen:

The City of Warren supports Scope Senior Services in two areas:

- 1) Scope currently leases the structure as a senior center at 220 West Market Street in downtown from the city under a twenty-three year agreement signed in January, 1999. The agreement will expire on the 31st day of March, 2021. Rent is \$1 dollar per annum. Basic upkeep and maintenance of the building is Scope's responsibility. This includes all plumbing and heating equipment. The agreement also includes the parking lot directly in front of the entrance. The agreement calls for Scope to provide striping for parking and to provide snow removal. The city has done snow removal on the lot and occasional patching.
- 2) The Travelling Pantry which provides two weeks of whole foods and fresh produce twice a month to 109 Warren residents homebound due to limited mobility issues. This program was originally designed for seniors, but of the Warren group, approximately 20 are under the age of 60 years with the severest handicap problems. All our clients qualify as either Low Income (58) or Very Low Income (51). Because those under 60 years are not supported by most of the grants for this program, we have asked Warren CDBG for \$4,000 in 2015 and 2016 to assist with this cost. They have responded positively each year. Annual cost for a client in this program is \$319 and is free to city residents. Serving Warren residents costs \$34,771 annually.

Should City support for the Traveling Pantry be reduced or disappear, we will make every effort to increase grant requests and add fund-raisers. Scope is committed to this program, however, we already have a growing waiting list due to lack of funds to further expand. Like everyone else our service is limited by the ability to raise money.

7/13



GAME CHANGERS
Leadership and
Peer Mentoring Initiative

PO Box 4015
Warren, OH 44481

t. 330.529.9808
e. admin@wearegc.org
w. <http://WeAreGC.org>
t. @GCTheNewAthlete
ig. GCTheNewAthlete

Tuesday, September 6, 2016

Ladies and Gentlemen:

I would like this letter to serve as a testament of the Federal Funds which have been awarded to Game Changers. In less than three years of operation, we have been able to have an impact in the lives of young people throughout the city of Warren. Our platform is somewhat unique as we market to those who love athletics as a mechanism to further develop honorable soft-skills that they are taught such as teamwork, responsibility, and accountability.

It is already a challenge attempting to secure funding. My hope is that the committee recognizes that there are many organizations who are attempting to do more, but don't have the resources to make it happen. Your continued support in making certain that Game Changers is a reliable force in the community is of the utmost importance. It is not our plan to continue to apply for HUD funding year after year, but to get to a place of sustainability where we have other streams of revenue coming in, that will replace the funds granted by HUD. Thank you for your time and consideration.

Determined to Make a Difference,

Michael Engram
Executive Coach
386.589.5185

8/13

Mtg. on the 6th

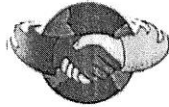
Pam Davies

Fri 9/2/2016 12:47 PM

To: seesafford@hotmail.com <seesafford@hotmail.com>;

I am sending a copy of the letter I sent you to our Board President also. If you give me your phone number, perhaps I can get him to come to the meeting in my place. This is not definite, but a possibility. I will ask him. I will keep you informed.

Pam Davies, Executive Director
Western Reserve ILC
4076 Youngstown Rd, SE
Suite 203
Warren, Ohio 44484
330-372-3325
Fax 330-373-1826



"Great things are done by a series of small things brought together."
Vincent Van Gogh

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9/13

Youthbuild Trumbull County

April Platt

Tue 9/6/2016 12:43 PM

To: seesafford@hotmail.com <seesafford@hotmail.com>;

Youthbuild Trumbull County is an all-inclusive youth and community development program that unleashes the positive energy of young adults to rebuild their communities and their own lives with a commitment to work, family, education and responsibility. Unemployed at-risk youth acquire construction proficiencies, increase literacy and numeracy capacity, complete high school education or GED, and receive soft-skills instruction while rehabilitating or constructing new housing for people in our community. Counseling, support services and mentoring are also offered to participants through a network of local service providers, thereby enhancing the opportunity for success in the job market. We strongly believe that Youthbuild Trumbull County makes a positive impact on the community and the population which it serves.

Sincerely,

April Platt

Program Manager
YouthBuild Trumbull County/TMHA
196 East Market St.
Warren, Ohio 44481
Ph: 330-306-5007
Fax: 330-373-0022

<https://outlook.live.com/owa/?viewmodel=ReadMessageItem&ItemID=AQMkADAwATZi...> 9/6/2016

10/13

Legal Aid - CDBG Request

Sara Strattan

Tue 9/6/2016 12:14 PM

To: CHERYL SAFFOLD <seesaffold@hotmail.com>;

1 attachments (112 KB)

Safford - 2016 09 06.docx;

Dear Councilwoman Safford,

I am terribly sorry that I could not arrange for anyone to come to the committee hearing this evening. The notice was simply too short, and coupled with the holiday weekend, it just did not work out.

In lieu of a personal appearance, I have prepared the attached letter which I hope will suffice.

Best regards,

Sara

Sara E. Strattan
Executive Director
Community Legal Aid Services, Inc.
Akron Centre Plaza
Suite 800
50 South Main Street
Akron, Ohio 44308-1828
Direct Line: 330.983.2525
Toll Free: 1.866.584.2350, extension 2525
sstrattan@communitylegalaid.org

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Donate today.
www.communitylegalaid.org

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11/13

Reply all |

Delete

Junk Community Block Grant

M

Michael.Morales@USE.SalvationArmy.Org

Reply all |

Today 1:38 PM

You ...

Inbox

Evernote Wunderlist

It has come to our attention about the various reductions that are being proposed when it comes to the Community Development Block Grant being funded by HUD and that is dispersed to the many non-profit organizations in the immediate Warren Community. This reduction of grant money that goes to helping low to very low income individuals and families is awarded to many of these agencies so they can maintain the level of hope in lives for a short while, even if it is just one day. I can not speak for any other agency but I can speak for ours; The Salvation Army of Warren.

The program that the Warren Community Development Block Grant helps us with is our Food Pantry. That is our program that distributes, once a month, a three day supply of mostly non-perishable food to needy individuals, whether they are homeless, recently laid off or whatever the circumstances are they are going through. Most of the clients depend on Food Pantries like ours in order to make ends meet. The money they save by utilizing our pantry they can use to pay a utility bill, get needed medication, provide gas in their car, shoes and clothes for their children, etc.

Our current total budgeted expenses for our Food Pantry is almost \$61,000 of which \$50,000 is "Gifts-in-Kind" items. That leaves an expense budget of \$11,000. We are hoping for an anticipated budgeted income of almost \$54,000; with, once again, \$50,000 of that as "Gifts-in-Kind." That leaves monetary donations of \$4000.00. "Gifts-in-Kind" is donated food itself; not money. We count it as an "in and out" line item in our budget. Usually when we get a donated food item, we try to give it out right away so not to waste it. "Gifts-in-Kind" that we receive in our Food Pantry varies greatly with current situations, ie economy, weather, etc. We can not 100% count on these types of donations as they are very sporadic as well. Most of our "Gifts-in-Kind" come during the holidays thus, most of the rest of the year we have to purchase the important nutritious staples such as peanut butter, or small packages of meat; things that contain

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Reply protein for growing and maintaining healthy bodies.

As you can see, we have a budgeted deficit for this program of \$7000. That expense is to buy these items, as well as the utility and staff expenses to ensure this program runs properly and safely. And that is why we request the grant from the Community Development; to help us with that shortfall. We can be frugal and spend less when we are only short \$2000.00 but if we are asked to deal with the \$7000.00 deficit then we will have to give out less food, cut the Pantry days/hours or, as the very last resort, stop buying for the program and only hand out those food items that we receive as donations. This will impact our community; our friends, family and neighbors; as well as the children in our communities on so many levels. This is how it will affect The Salvation Army as we serve our loved community. It also will hurt our hearts as we see their eyes when we give them smaller bags of help or turn them away due to lack of food to give. Imagine how it affects all the other agencies that will be denied help as well.

Please reconsider this reduction to our needing and hungry community. What if you lost everything tomorrow and you and your family depended on these funds to make it each day. It could happen. I have seen it happen to those who never thought it would.

Thank you for your time and consideration.

May Shalom reign over you and have a GOD day!

"A happy heart is good medicine and a cheerful mind works healing," -
Proverbs 17:22

Maj. Mike Morales
The Salvation Army
Warren, Ohio Corps
330-392-1573

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13/13

Grantee Unique Appendices

CITIZEN PARTICIPATION PLAN
City of Warren Department of Community Development
258 E. Market St., Suite 305, Warren, OH 44481



INTRODUCTION

Public participation is a fundamental element of any successful housing and community development practice. In order to assemble useful and action-oriented plans that address the needs and goals of local businesses, civic organizations and residents, the Community Development Department has developed an open consultation program that includes direct and representative citizen input on an annual basis.

It is the intent of the City of Warren and the Community Development Department to encourage and facilitate the participation of Warren residents in the formulation of priorities, strategies, and funding allocations in the Consolidated Plan and Annual Action Plan, substantial amendments to and performance reviews for the following programs funded by the U.S. Department of Housing and Development (HUD):

- Community Development Block Grant (CDBG)
- HOME Investment Partnerships (HOME)

The City of Warren and its Community Development Department are committed to maintaining and implementing this Citizen Participation Plan.

PARTICIPATION

To provide all citizens of Warren, Ohio with adequate information, the City of Warren will hold public hearings to obtain the views of citizens regarding Community Development programs, and provide those citizens with an opportunity to comment on the City's performance. The following standards shall be maintained:

- Citizen participation shall be conducted in an open manner for all interested persons
- Encouragement shall be given to the involvement of low- and moderate-income individuals, minority groups, residents of significantly involved areas, elderly and handicapped residents, the business community, and civic groups, who express an interest in the program. Substantial representation by members of the above listed groups will be established on community-wide citizen advisory committees and neighborhood advisory committees.
- The City may hold progress meetings with citizens committees at various times throughout the program year (if needed or requested).
- Citizens shall be provided with adequate and timely information, so to enable them to be meaningfully involved at various stages of the program(s)
- Low- and moderate-income persons and affected residents will be encouraged to submit their views and proposals regarding the scope of participation. The City shall provide for the continuity of citizen participation and involvement in the development of the Citizen

Participation Plan, Comprehensive Housing and Community Development Plan, Annual Action Plan, Consolidated Annual Performance and Evaluation Report, Fair Housing Plan, and all subsequent amendments and changes.

- All annual performance reports will be reviewed through the public hearing process.

ACCESS TO INFORMATION

Program Implementation

The citizens will have an active role in implementing all Community Development programs. The city has a community-wide citizens review committee that functions year-round; its primary role is to guide the decision making process for Community Development programs, including attending public meetings and reviewing priority program proposals for submission to City Council.

Assessment of Performance

Citizens and citizen organization shall be given the opportunity to assess and make comment on the City's community development performance. The methods by which these opportunities will be afforded include oral and written comments at public hearings and informational meetings, as well as personal contact during regular office hours. These comments and assessments will be made a part of the annual performance report(s).

COMMENTS AND TIMELY RESPONSE

Submission of Views and Proposals

The City will encourage views and proposal regarding Community Development programs during the planning period and at public hearings and neighborhood project meetings. A response period of 15 days will be allowed on all proposals necessitating written response.

Bilingual Provisions

There are not significant numbers of community residents that speak and/or read any primary language other than English. Accordingly, bilingual legal notice, informational material, and information presentation is not necessary. Special assistance will, however, be provided on an individual basis as required.

Complaints

Complaints will be answered in a timely and responsive manner. Any person who believes himself or herself aggrieved may submit a formal complaint in writing to:

Community Development Department
258 E. Market St., Suite 305
Warren, Ohio 44481

If requested, the Community Development Department will assist the resident in the preparation of the written formal complaint; this complaint will then be submitted to the Community Development Director. If the Director is unable to resolve this complaint, the complainant may then request a hearing with the City Safety-Service Director.

TECHNICAL ASSISTANCE

To facilitate citizen participation, technical assistance will be an integral part of all Community Development programs. Basic methods of technical assistance used will incorporate personal contact, community meetings, written material, and news media attention. This assistance will be disseminated by the Community Development Department to the following persons and groups.

- Citizen Organization: Those who participate in the planning, implementing and assessment of Community Development programs.
- Affected Persons: Due to strong emphasis on the needs of low- and moderate-income persons and those residents living in blighted areas, special assistance will be provided to help formulate views and develop proposals to assist this constituency.
- Neighborhood Organizations: Technical assistance will be offered for the organization and operation of neighborhood organizations in affected project areas. Once organized, further assistance will be provided to plan, implement, and assess projects.

ADEQUATE INFORMATION

The City shall provide public access to all program information and shall make the following information available to all concerned citizens:

- Total amount of HOME and Community Development Block Grant funds available to the City
- Range of activities undertaken with these funds, and those activities previously funded in the community
- Processes to be followed in the completion and approval of local applications; as well as the notification of meetings and hearings
- The role of citizens in the program
- Other important program requirements

The City will provide full disclosure of its program records and information, as per applicable state and local laws regarding privacy and obligations of confidentiality. This information is available upon request at the Community Development Department office, during working hours. Available documents include:

- Mailings and promotional material
- Records of hearings
- All key documents, including all prior applications, letters of approval, grant agreements, Citizen Participation Plan, performance reports, evaluation reports, and all other reports as required by HUD, as well as proposed and approved applications for the current year
- Copies of the regulations and issuances governing the programs
- Documents regarding other important program requirements, such as contracting procedures, environmental policies, fair housing and other equal opportunity requirements, relocation provisions, and the A-95 review process

The City shall hold public informational hearings at the initial stages of application development as well as prior to submission for annual review. The citizens will be given sufficient opportunity to review program progress prior to the next program year.

PUBLIC HEARINGS

Notices

The City will give at least seven days' notice of public hearings in a local newspaper of general circulation and reasonable efforts at specialized notifications.

Local Option and Program Amendments

The Citizen Participation process will also be utilized in the selection of contingency or local option activities and in the case of program amendments. Should further public hearings be required, the City will follow specified requirements.

Special Provisions

The City shall be permitted to call for public hearings with a 24-hour published notice concerning amendments and special grant considerations.

Citizens Review Committee Process

The Citizen Review Committee, which makes funding recommendations to City Council and the Mayor, is recognized as an integral part of this plan. The process was carefully designed to ensure a broad base of citizen participation with a particular emphasis on the representation of low- to moderate-income individuals.

The Citizen Review Committee is selected as follows:

Mayor of Warren: six appointments	6	VOTING MEMBERS
City Council CD Committee: three members	3	VOTING MEMBERS
Each of the aforementioned council members Appoint two citizens	6	VOTING MEMBERS
CD Director and program staff (non-voting members)	0	VOTING MEMBERS
	15	VOTING MEMBERS

Grantee SF-424's and Certification(s)



Third Program Year Action Plan City of Warren


SF 424

Complete the fillable fields (blue cells) in the table below.

Date Submitted	Applicant Identifier	Type of Submission	
Date Received by state	State Identifier	Application	Pre-application
Date Received by HUD	Federal Identifier	<input type="checkbox"/> Construction	<input type="checkbox"/> Construction
		<input checked="" type="checkbox"/> Non Construction	<input type="checkbox"/> Non Construction
Applicant Information			
City of Warren, Ohio		OH395454 WARREN	
391 Mahoning Ave NW		DUNS # 01-084-8216	
Warren	Ohio	Community Development	
44483	Country U.S.A.		
Employer Identification Number (EIN):		Trumbull	
34-6002974			
Applicant Type:		Specify Other Type if necessary:	
Local Government: City		Specify Other Type	
Program Funding		U.S. Department of Housing and Urban Development	
Catalogue of Federal Domestic Assistance Numbers; Descriptive Title of Applicant Project(s); Areas Affected by Project(s) (cities, Counties, localities etc.); Estimated Funding			
Community Development Block Grant		14.218 Entitlement Grant	
CDBG Project Titles B-17-MC-39-0022		Description of Areas Affected by CDBG Project(s)	
\$CDBG Grant Amount \$1,000,000.00	\$Additional HUD Grant(s) Leveraged	Describe	
\$Additional Federal Funds Leveraged \$	\$Additional State Funds Leveraged \$		
\$Locally Leveraged Funds	\$Grantee Funds Leveraged		
\$Anticipated Program Income \$30,000.00	Other (Describe)		
\$Total Funds Leveraged for CDBG-based Project (s) \$1,030,000.00			
Home Investment Partnerships Program		14.239 HOME	
HOME Project Titles M-17-DC-39-0202		Description of Areas Affected by HOME Project(s)Warren Trumbull Home Consortium	
\$HOME Grant Amount \$425,000.00	\$Additional HUD Grant(s) Leveraged	Describe	
\$Additional Federal Funds Leveraged	\$Additional State Funds Leveraged		
\$Locally Leveraged Funds	\$Grantee Funds Leveraged		

SF 424

Page 1

\$Anticipated Program Income \$40,000.00		Other (Describe)	
Total Funds Leveraged for HOME-based Project(s) \$465,000.00			
Housing Opportunities for People with AIDS		14.241 HOPWA	
HOPWA Project Titles N/A		Description of Areas Affected by HOPWA Project(s)	
\$HOPWA Grant Amount	\$Additional HUD Grant(s) Leveraged	Describe	
\$Additional Federal Funds Leveraged		\$Additional State Funds Leveraged	
\$Locally Leveraged Funds		\$Grantee Funds Leveraged	
\$Anticipated Program Income		Other (Describe)	
Total Funds Leveraged for HOPWA-based Project(s)			
Emergency Shelter Grants Program		14.231 ESG	
ESG Project Titles N/A		Description of Areas Affected by ESG Project(s)	
\$ESG Grant Amount	\$Additional HUD Grant(s) Leveraged	Describe	
\$Additional Federal Funds Leveraged		\$Additional State Funds Leveraged	
\$Locally Leveraged Funds		\$Grantee Funds Leveraged	
\$Anticipated Program Income		Other (Describe)	
Total Funds Leveraged for ESG-based Project(s)			
Congressional Districts of:		Is application subject to review by state Executive Order 12372 Process? No	
Applicant Districts17	Project Districts17		
Is the applicant delinquent on any federal debt? If "Yes" please include an additional document explaining the situation.		<input type="checkbox"/> Yes	This application was made available to the state EO 12372 process for review on DATE
		<input checked="" type="checkbox"/> No	Program is not covered by EO 12372
<input type="checkbox"/> Yes		<input type="checkbox"/> N/A	Program has not been selected by the state for review
<input checked="" type="checkbox"/> No			
Person to be contacted regarding this application			
Michael	D	Keys	
Title: Director of Community Development	Phone: 330-841-2565	Fax: 330-841-2643	
E-mail: mkeys@warren.org	Website: www.warren.org		
Signature of Authorized Representative 		Date Signed 10-13-16	
William D. Franklin, Mayor City of Warren			



CPMP Non-State Grantee Certifications

Many elements of this document may be completed electronically, however a signature must be manually applied and the document must be submitted in paper form to the Field Office.

- ☐ This certification does not apply.
☒ This certification is applicable.

NON-STATE GOVERNMENT CERTIFICATIONS

In accordance with the applicable statutes and the regulations governing the consolidated plan regulations, the jurisdiction certifies that:

Affirmatively Further Fair Housing -- The jurisdiction will affirmatively further fair housing, which means it will conduct an analysis of impediments to fair housing choice within the jurisdiction, take appropriate actions to overcome the effects of any impediments identified through that analysis, and maintain records reflecting that analysis and actions in this regard.

Anti-displacement and Relocation Plan -- It will comply with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, and implementing regulations at 49 CFR 24; and it has in effect and is following a residential antidisplacement and relocation assistance plan required under section 104(d) of the Housing and Community Development Act of 1974, as amended, in connection with any activity assisted with funding under the CDBG or HOME programs.

Drug Free Workplace -- It will or will continue to provide a drug-free workplace by:

1. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;
2. Establishing an ongoing drug-free awareness program to inform employees about –
 - a. The dangers of drug abuse in the workplace;
 - b. The grantee's policy of maintaining a drug-free workplace;
 - c. Any available drug counseling, rehabilitation, and employee assistance programs; and
 - d. The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;
3. Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph 1;
4. Notifying the employee in the statement required by paragraph 1 that, as a condition of employment under the grant, the employee will –
 - a. Abide by the terms of the statement; and
 - b. Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;
5. Notifying the agency in writing, within ten calendar days after receiving notice under subparagraph 4(b) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to every grant officer or other designee on whose grant activity the convicted employee was working, unless the Federal agency has designated a central point for the receipt of such notices. Notice shall include the identification number(s) of each affected grant;
6. Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph 4(b), with respect to any employee who is so convicted –
 - a. Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or
 - b. Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;
7. Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs 1, 2, 3, 4, 5 and 6.

City of Warren, Ohio

Anti-Lobbying -- To the best of the jurisdiction's knowledge and belief:

No Federal appropriated funds have been paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;

If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, it will complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions; and

It will require that the language of paragraph 1 and 2 of this anti-lobbying certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

Authority of Jurisdiction -- The consolidated plan is authorized under State and local law (as applicable) and the jurisdiction possesses the legal authority to carry out the programs for which it is seeking funding, in accordance with applicable HUD regulations.

Consistency with plan -- The housing activities to be undertaken with CDBG, HOME, ESG, and HOPWA funds are consistent with the strategic plan.

Section 3 -- It will comply with section 3 of the Housing and Urban Development Act of 1968, and implementing regulations at 24 CFR Part 135.



Signature/Authorized Official

10-13-16

Date

William D. Franklin

Name

Mayor

Title

391 Mahoning Ave NW

Address

Warren, Ohio 44483

City/State/Zip

330-841-2601

Telephone Number

City of Warren, Ohio

- ☐ This certification does not apply.
☒ This certification is applicable.

Specific CDBG Certifications

The Entitlement Community certifies that:

Citizen Participation -- It is in full compliance and following a detailed citizen participation plan that satisfies the requirements of 24 CFR 91.105.

Community Development Plan -- Its consolidated housing and community development plan identifies community development and housing needs and specifies both short-term and long-term community development objectives that provide decent housing, expand economic opportunities primarily for persons of low and moderate income. (See CFR 24 570.2 and CFR 24 part 570)

Following a Plan -- It is following a current consolidated plan (or Comprehensive Housing Affordability Strategy) that has been approved by HUD.

Use of Funds -- It has complied with the following criteria:

Maximum Feasible Priority - With respect to activities expected to be assisted with CDBG funds, it certifies that it has developed its Action Plan so as to give maximum feasible priority to activities which benefit low and moderate income families or aid in the prevention or elimination of slums or blight. The Action Plan may also include activities which the grantee certifies are designed to meet other community development needs having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community, and other financial resources are not available);

Overall Benefit - The aggregate use of CDBG funds including section 108 guaranteed loans during program year(s) 2017, 2018, 2019, (a period specified by the grantee consisting of one, two, or three specific consecutive program years), shall principally benefit persons of low and moderate income in a manner that ensures that at least 70 percent of the amount is expended for activities that benefit such persons during the designated period;

Special Assessments - It will not attempt to recover any capital costs of public improvements assisted with CDBG funds including Section 108 loan guaranteed funds by assessing any amount against properties owned and occupied by persons of low and moderate income, including any fee charged or assessment made as a condition of obtaining access to such public improvements.

However, if CDBG funds are used to pay the proportion of a fee or assessment that relates to the capital costs of public improvements (assisted in part with CDBG funds) financed from other revenue sources, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds.

The jurisdiction will not attempt to recover any capital costs of public improvements assisted with CDBG funds, including Section 108, unless CDBG funds are used to pay the proportion of fee or assessment attributable to the capital costs of public improvements financed from other revenue sources. In this case, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds. Also, in the case of properties owned and occupied by moderate-income (not low-income) families, an assessment or charge may be made against the property for public improvements financed by a source other than CDBG funds if the jurisdiction certifies that it lacks CDBG funds to cover the assessment.

Excessive Force -- It has adopted and is enforcing:

A policy prohibiting the use of excessive force by law enforcement agencies within its jurisdiction against any individuals engaged in non-violent civil rights demonstrations; and

A policy of enforcing applicable State and local laws against physically barring entrance to or exit from a facility or location which is the subject of such non-violent civil rights demonstrations within its jurisdiction;

City of Warren, Ohio

Compliance With Anti-discrimination laws -- The grant will be conducted and administered in conformity with title VI of the Civil Rights Act of 1964 (42 USC 2000d), the Fair Housing Act (42 USC 3601-3619), and implementing regulations.

Lead-Based Paint -- Its activities concerning lead-based paint will comply with the requirements of part 35, subparts A, B, J, K and R, of title 24;

Compliance with Laws -- It will comply with applicable laws.



Signature/Authorized Official

10-13-16

Date

William D. Franklin

Name

Mayor

Title

391 Mahoning Ave NW

Address

Warren, Ohio 44483

City/State/Zip

330-841-2601

Telephone Number

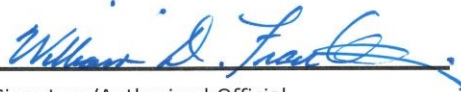
City of Warren, Ohio

- ☐ This certification does not apply.
☒ This certification is applicable.

**OPTIONAL CERTIFICATION
CDBG**

Submit the following certification only when one or more of the activities in the action plan are designed to meet other community development needs having a particular urgency as specified in 24 CFR 570.208(c):

The grantee hereby certifies that the Annual Plan includes one or more specifically identified CDBG-assisted activities, which are designed to meet other community development needs having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community and other financial resources are not available to meet such needs.



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Specific HOME Certifications

The HOME participating jurisdiction certifies that:

Tenant Based Rental Assistance -- If the participating jurisdiction intends to provide tenant-based rental assistance:

The use of HOME funds for tenant-based rental assistance is an essential element of the participating jurisdiction's consolidated plan for expanding the supply, affordability, and availability of decent, safe, sanitary, and affordable housing.

Eligible Activities and Costs -- it is using and will use HOME funds for eligible activities and costs, as described in 24 CFR § 92.205 through 92.209 and that it is not using and will not use HOME funds for prohibited activities, as described in § 92.214.

Appropriate Financial Assistance -- before committing any funds to a project, it will evaluate the project in accordance with the guidelines that it adopts for this purpose and will not invest any more HOME funds in combination with other Federal assistance than is necessary to provide affordable housing;



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HOPWA Certifications

The HOPWA grantee certifies that:

Activities -- Activities funded under the program will meet urgent needs that are not being met by available public and private sources.

Building -- Any building or structure assisted under that program shall be operated for the purpose specified in the plan:

1. For at least 10 years in the case of assistance involving new construction, substantial rehabilitation, or acquisition of a facility,
2. For at least 3 years in the case of assistance involving non-substantial rehabilitation or repair of a building or structure.



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☐ **This certification is applicable.**

ESG Certifications

I, William D. Franklin, Chief Executive Officer of Warren, Ohio certify that the local government will ensure the provision of the matching supplemental funds required by the regulation at 24 *CFR* 576.51. I have attached to this certification a description of the sources and amounts of such supplemental funds.


I further certify that the local government will comply with:

1. The requirements of 24 *CFR* 576.53 concerning the continued use of buildings for which Emergency Shelter Grants are used for rehabilitation or conversion of buildings for use as emergency shelters for the homeless; or when funds are used solely for operating costs or essential services.
2. The building standards requirement of 24 *CFR* 576.55.
3. The requirements of 24 *CFR* 576.56, concerning assurances on services and other assistance to the homeless.
4. The requirements of 24 *CFR* 576.57, other appropriate provisions of 24 *CFR* Part 576, and other applicable federal laws concerning nondiscrimination and equal opportunity.
5. The requirements of 24 *CFR* 576.59(b) concerning the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970.
6. The requirement of 24 *CFR* 576.59 concerning minimizing the displacement of persons as a result of a project assisted with these funds.
7. The requirements of 24 *CFR* Part 24 concerning the Drug Free Workplace Act of 1988.
8. The requirements of 24 *CFR* 576.56(a) and 576.65(b) that grantees develop and implement procedures to ensure the confidentiality of records pertaining to any individual provided family violence prevention or treatment services under any project assisted with ESG funds and that the address or location of any family violence shelter project will not be made public, except with written authorization of the person or persons responsible for the operation of such shelter.
9. The requirement that recipients involve themselves, to the maximum extent practicable and where appropriate, homeless individuals and families in policymaking, renovating, maintaining, and operating facilities assisted under the ESG program, and in providing services for occupants of these facilities as provided by 24 *CFR* 76.56.
10. The requirements of 24 *CFR* 576.57(e) dealing with the provisions of, and regulations and procedures applicable with respect to the environmental review responsibilities under the National Environmental Policy Act of 1969 and related

authorities as specified in 24 *CFR* Part 58.

11. The requirements of 24 *CFR* 576.21(a)(4) providing that the funding of homeless prevention activities for families that have received eviction notices or notices of termination of utility services will meet the requirements that: (A) the inability of the family to make the required payments must be the result of a sudden reduction in income; (B) the assistance must be necessary to avoid eviction of the family or termination of the services to the family; (C) there must be a reasonable prospect that the family will be able to resume payments within a reasonable period of time; and (D) the assistance must not supplant funding for preexisting homeless prevention activities from any other source.
12. The new requirement of the McKinney-Vento Act (42 *USC* 11362) to develop and implement, to the maximum extent practicable and where appropriate, policies and protocols for the 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. I further understand that state and local governments are primarily responsible for the care of these individuals, and that ESG funds are not to be used to assist such persons in place of state and local resources.
13. HUD's standards for participation in a local Homeless Management Information System (HMIS) and the collection and reporting of client-level information.

I further certify that the submission of a completed and approved Consolidated Plan with its certifications, which act as the application for an Emergency Shelter Grant, is authorized under state and/or local law, and that the local government possesses legal authority to carry out grant activities in accordance with the applicable laws and regulations of the U. S. Department of Housing and Urban Development.


Signature/Authorized Official

10-13-16
Date

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APPENDIX TO CERTIFICATIONS

Instructions Concerning Lobbying and Drug-Free Workplace Requirements

Lobbying Certification

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

Drug-Free Workplace Certification

1. By signing and/or submitting this application or grant agreement, the grantee is providing the certification.

The certification is a material representation of fact upon which reliance is placed when the agency awards the grant. If it is later determined that the grantee knowingly rendered a false certification, or otherwise violates the requirements of the Drug-Free Workplace Act, HUD, in addition to any other remedies available to the Federal Government, may take action authorized under the Drug-Free Workplace Act.

Workplaces under grants, for grantees other than individuals, need not be identified on the certification. If known, they may be identified in the grant application. If the grantee does not identify the workplaces at the time of application, or upon award, if there is no application, the grantee must keep the identity of the workplace(s) on file in its office and make the information available for Federal inspection. Failure to identify all known workplaces constitutes a violation of the grantee's drug-free workplace requirements.

Workplace identifications must include the actual address of buildings (or parts of buildings) or other sites where work under the grant takes place. Categorical descriptions may be used (e.g., all vehicles of a mass transit authority or State highway department while in operation, State employees in each local unemployment office, performers in concert halls or radio stations).

If the workplace identified to the agency changes during the performance of the grant, the grantee shall inform the agency of the change(s), if it previously identified the workplaces in question (see paragraph three).

2. The grantee may insert in the space provided below the site(s) for the performance of work done in connection with the specific grant: Place of Performance (Street address, city, county, state, zip code) Check if there are workplaces on file that are not identified here. The certification with regard to the drug-free workplace is required by 24 CFR part 21.

Place Name	Street	City	County	State	Zip

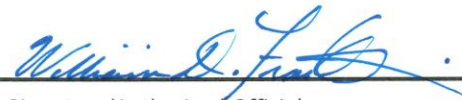
Definitions of terms in the Nonprocurement Suspension and Debarment common rule and Drug-Free Workplace common rule apply to this certification. Grantees' attention is called, in particular, to the following definitions from these rules: "Controlled substance" means a controlled substance in Schedules I through V of the Controlled Substances Act (21 U.S.C. 812) and as further defined by regulation (21 CFR 1308.11 through 1308.15); "Conviction" means a finding of guilt (including a plea of *nolo contendere*) or imposition of sentence, or both, by any judicial body charged with the responsibility to determine violations of the Federal or State criminal drug statutes; "Criminal drug statute" means a Federal or non-Federal criminal statute involving the manufacture, distribution, dispensing, use, or possession of any controlled substance; "Employee" means the employee of a grantee directly engaged in the performance of work under a grant, including:

City of Warren, Ohio

- a. All "direct charge" employees;
- b. all "indirect charge" employees unless their impact or involvement is insignificant to the performance of the grant; and
- c. temporary personnel and consultants who are directly engaged in the performance of work under the grant and who are on the grantee's payroll. This definition does not include workers not on the payroll of the grantee (e.g., volunteers, even if used to meet a matching requirement; consultants or independent contractors not on the grantee's payroll; or employees of subrecipients or subcontractors in covered workplaces).

Note that by signing these certifications, certain documents must be completed, in use, and on file for verification. These documents include:

- 1. Analysis of Impediments to Fair Housing
- 2. Citizen Participation Plan
- 3. Anti-displacement and Relocation Plan



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