

## CR-05 - Goals and Outcomes

### Progress the jurisdiction has made in carrying out its strategic plan and its action plan. 91.520(a)

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

The Community Development Block Grant, HOME Investment Partnership, Continuum of Care and Emergency Solutions Grant funds are the only federal funding sources the City receives to accomplish the goals and objectives outlined in the Consolidated Action Plan. CDBG funding is tailored to meet the highest need priorities and general funds money is leveraged for match and to fill the gaps.

Overall the City remains on target for meeting the goals and objectives of the Consolidated Action Plan. The City utilizes its program income to further enhance us reaching our goals.

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

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

Goal	Category	Source / Amount	Indicator	Unit of Measure	Expected – Strategic Plan	Actual – Strategic Plan	Percent Complete	Expected – Program Year	Actual – Program Year	Percent Complete
Accessibility Modifications	Affordable Housing Homeless	CDBG: \$	Rental units rehabilitated	Household Housing Unit	80	49	61.25%	16	0	0.00%
Accessibility Modifications	Affordable Housing Homeless	CDBG: \$	Homeowner Housing Rehabilitated	Household Housing Unit	80	83	103.75%	16	13	81.25%

Accessibility Modifications	Affordable Housing Homeless	CDBG: \$	Homelessness Prevention	Persons Assisted	0	0				
Administration for CDBG	Affordable Housing	CDBG: \$	Other	Other	1	1	100.00%	1	1	100.00%
Administration for Shelter Plus Care	Homeless	Competitive McKinney-Vento Homeless Assistance Act: \$119973 / General Fund: \$	Other	Other	1	1	100.00%	1	1	100.00%
Anti-Blight Activities	Non-Housing Community Development	CDBG: \$	Public service activities for Low/Moderate Income Housing Benefit	Households Assisted	53304	53304	100.00%	10660	10660	100.00%
CHDO Housing Deveopment	Affordable Housing	CDBG: \$100000 / HOME: \$	Rental units constructed	Household Housing Unit	5	14	280.00%	1	1	100.00%
CHDO Housing Deveopment	Affordable Housing	CDBG: \$100000 / HOME: \$	Rental units rehabilitated	Household Housing Unit	0	0		0	0	
CHDO Operating Subsidy	Affordable Housing	HOME: \$	Other	Other	1	1	100.00%	1	1	100.00%
Emergency Rehabilitation	Affordable Housing Homeless	CDBG: \$	Homeowner Housing Rehabilitated	Household Housing Unit	175	184	105.14%	35	27	77.14%

Emergency Solutions Grant	Homeless	ESG: \$	Tenant-based rental assistance / Rapid Rehousing	Households Assisted	150	143	95.33%	30	0	0.00%
Emergency Solutions Grant	Homeless	ESG: \$	Homelessness Prevention	Persons Assisted	500	213	42.60%	100	0	0.00%
Empowerment Projects	Non-Housing Community Development	CDBG: \$	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	50920	50920	100.00%	2447	2195	89.70%
Exterior Rehabilitation	Affordable Housing	CDBG: \$ / General Fund: \$	Rental units rehabilitated	Household Housing Unit	40	14	35.00%	8	0	0.00%
HOME Administration	Affordable Housing	HOME: \$	Other	Other	1	1	100.00%	1	1	100.00%
Homeownership	Affordable Housing	CDBG: \$ / HOME: \$	Rental units rehabilitated	Household Housing Unit	0	0		0	0	
Homeownership	Affordable Housing	CDBG: \$ / HOME: \$	Homeowner Housing Added	Household Housing Unit	55	61	110.91%	11	11	100.00%
Homeownership	Affordable Housing	CDBG: \$ / HOME: \$	Homeowner Housing Rehabilitated	Household Housing Unit	0	0		0	0	

Homeownership	Affordable Housing	CDBG: \$ / HOME: \$	Direct Financial Assistance to Homebuyers	Households Assisted	0	0				
Homeownership Counseling	Affordable Housing	CDBG: \$ / General Fund: \$	Homeowner Housing Added	Household Housing Unit	1100	1637	148.82%			
Homeownership Counseling	Affordable Housing	CDBG: \$ / General Fund: \$	Other	Other	0	0		220	237	107.73%
Infill Housing	Affordable Housing	CDBG: \$ / HOME: \$	Homeowner Housing Added	Household Housing Unit	5	3	60.00%	1	2	200.00%
Inmate Program	Affordable Housing	CDBG: \$	Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit	Households Assisted	20000	39645	198.23%	4000	4000	100.00%
Inmate Program	Affordable Housing	CDBG: \$	Public service activities for Low/Moderate Income Housing Benefit	Households Assisted	0	0				
Major Rehabilitation	Affordable Housing	CDBG: \$ / HOME: \$ / General Fund: \$	Homeowner Housing Rehabilitated	Household Housing Unit	50	77	154.00%	10	7	70.00%

NIA Support	Non-Housing Community Development	CDBG: \$	Public service activities for Low/Moderate Income Housing Benefit	Households Assisted	44363	44363	100.00%	8872	8872	100.00%
Program Delivery	Affordable Housing	CDBG: \$	Other	Other	1	1	100.00%	1	1	100.00%
Shelter Plus Care	Homeless	Competitive McKinney-Vento Homeless Assistance Act: \$	Public service activities for Low/Moderate Income Housing Benefit	Households Assisted	1650	1879	113.88%			
Shelter Plus Care	Homeless	Competitive McKinney-Vento Homeless Assistance Act: \$	Housing for Homeless added	Household Housing Unit	0	0		330	0	0.00%
Social Service Grants	Affordable Housing	CDBG: \$ / General Fund: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	43495	43495	100.00%			
Social Service Grants	Affordable Housing	CDBG: \$ / General Fund: \$	Public service activities for Low/Moderate Income Housing Benefit	Households Assisted	60	145	241.67%	8699	8699	100.00%

SORT Infrastructure	Infrastructure Activities	General Fund: \$	Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit	Households Assisted	20000	24441	122.21%	4000	4000	100.00%
Tenant Based Rental Assistance	Homeless	HOME: \$	Tenant-based rental assistance / Rapid Rehousing	Households Assisted	150	333	222.00%	30	26	86.67%
Voluntary Demolition	Non-Housing Community Development	CDBG: \$	Buildings Demolished	Buildings	20	28	140.00%	4	6	150.00%

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

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

During the 2020 program year, the City addressed the high priority needs identified in the Consolidated Action Plan. Programs that assisted low income households include; major rehabilitation, exterior rehabilitation, emergency program and accessibility programs. These programs are primarily funded with Community Development Block Grant funds.

In addition, some resources were spent on homeless housing and support services for low/moderate income households. These services included assisting people with special needs. These resources were distributed in areas where the percentage of low/moderate income persons is above 51% and there is no evidence of ethnic or minority concentrations base of Census data.

Recognizing that there are limited resources available to the City, the City actively supported efforts by community partners such as our Community Housing Development Organizations, Topeka Habitat for Humanity and Cornerstone of Topeka. These two organizations have made

considerable progress in developing or rehabilitating properties for low/moderate income households.

The City has provided Certification of Consistency with the Consolidated Action Plan to many other HUD funded programs to assist the community in reaching the goals in the plan.

## CR-10 - Racial and Ethnic composition of families assisted

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

91.520(a)

	CDBG	HOME	ESG
White	31	62	454
Black or African American	29	7	296
Asian	0	3	3
American Indian or American Native	1	8	34
Native Hawaiian or Other Pacific Islander	1	0	3
<b>Total</b>	<b>62</b>	<b>80</b>	<b>790</b>
Hispanic	7	15	195
Not Hispanic	55	65	595

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

### Narrative

Direct assistance was provided to 62 CDBG eligible households with 50% identifying as Caucasian, 47% identifying as African American, 1.5% identifying as American Indian or American Native and 1.5% identifying as Native Hawaiian or Other Pacific Islander. There were 11% reported Hispanic and 89% reported Non Hispanic.

Direct assistance was provided to 80 HOME assisted households where 77% of the households were Caucasian, 9% identified as African American, 4% identified as Asian, 10% identified as American Indian or American Native. There were 19% reported Hispanic and 81% reported Non Hispanic.

The Emergency Solutions Grant data was collected from the Homeless Management Information System. Direct assistance was provided to 785 households who were low/moderate income. 57.5% were Caucasian, 37.5% were African American, 0.5% were Asian, 4% were American Indian or American Native, and 0.5% were Native Hawaiian or Other Pacific Islander. There were 25% reported Hispanic and 75% Reported Not Hispanic.

In total, the number of households that received direct assistance is 932. Of the 932, households that identified as Caucasian totaled 547 or 59%, African American totaled 332 or 36%, Asian totaled 6 or 0.5%, American Indian or American Native totaled 43 or 4% and Native Hawaiian or Other Pacific Islander totaled 4 or 0.5%. Hispanic households were comprised of 217 or 23% and Non Hispanic totaled 715 or 77%.



## CR-15 - Resources and Investments 91.520(a)

### Identify the resources made available

Source of Funds	Source	Resources Made Available	Amount Expended During Program Year
CDBG	public - federal	2,582,541	1,911,324
HOME	public - federal	772,064	525,643
ESG	public - federal	2,199,821	489,276
Competitive McKinney-Vento Homeless Assistance Act	public - federal	1,735,581	1,614,045
General Fund	public - local	2,058,288	2,358,288

**Table 3 - Resources Made Available**

### Narrative

The City spent funds from previous years first and totals reflect what was spent for the year from multiple year grants. In addition, the 2020 grant is not fully expended as it was not released in IDIS until December 28, 2020. The Shelter Plus Care grant runs 5/1/20 through 4/31/21 so was not fully spent at the time of this report.

### Identify the geographic distribution and location of investments

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description
At-Risk Areas	30	30	Areas identified in the Health map for the City of Topeka, distressed areas
Intensive Care Areas	30	30	Areas identified in the Health map for the City of Topeka, most distressed areas

**Table 4 – Identify the geographic distribution and location of investments**

### Narrative

The City utilizes the Neighborhood Health Map to identify the target areas. The health of the City is determined by assessing poverty, public safety, residential property values, homeownership and boarded up properties in the neighborhoods. The low/moderate income households live mostly in the intensive care and at-risk areas on the map. Additionally, the City has thorough requirements in the application process to ensure the allocation is benefiting specific low/moderate income households.

The maps are compared from year to year to look at both long and short term trends. Target areas for our Major and Exterior Rehabilitation programs tend to see a strong increase in property values shortly after the implementation of the Stages of Resource Targeting efforts.

## Leveraging

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

The City of Topeka has two significant sources of revenue from general fund money and private loans obtained by the Community Housing Development Organization. The city invests \$100,000 annually as a match for the HOME program.

Additionally, the City works closely with our CHDO to assist efforts in developing and rehabilitating affordable housing. The CHDO will obtain private loans to help increase the potential of assisting more households.

<b>Fiscal Year Summary – HOME Match</b>	
1. Excess match from prior Federal fiscal year	1,525,679
2. Match contributed during current Federal fiscal year	44,001
3. Total match available for current Federal fiscal year (Line 1 plus Line 2)	1,569,680
4. Match liability for current Federal fiscal year	111,319
5. Excess match carried over to next Federal fiscal year (Line 3 minus Line 4)	1,458,361

**Table 5 – Fiscal Year Summary - HOME Match Report**

Match Contribution for the Federal Fiscal Year								
Project No. or Other ID	Date of Contribution	Cash (non-Federal sources)	Foregone Taxes, Fees, Charges	Appraised Land/Real Property	Required Infrastructure	Site Preparation, Construction Materials, Donated labor	Bond Financing	Total Match
1107 SW Land Street	06/10/2020	0	0	0	0	695	0	695
121 NW LOUISE	12/07/2020	0	0	0	0	1,140	0	1,835
1211 SW WOODWARD AVE.	11/23/2020	0	0	0	0	695	0	2,530
1308 SW Mulvane	09/14/2020	0	0	0	0	278	0	2,808
1521 N Kansas	09/14/2020	0	0	0	0	152	0	2,961
1628 SW CENTRAL PARK AVE.	02/27/2020	0	0	0	0	7,580	0	10,541
1836 SE HUDSON BLVD.	06/08/2020	0	0	0	0	125	0	10,666
2016 SW 71st	09/08/2020	0	0	0	0	693	0	11,359
2415 SW FILLMORE ST.	09/16/2020	0	0	0	0	695	0	12,054
3108 SE Colfax	09/14/2020	0	0	0	0	346	0	12,400

Match Contribution for the Federal Fiscal Year								
Project No. or Other ID	Date of Contribution	Cash (non-Federal sources)	Foregone Taxes, Fees, Charges	Appraised Land/Real Property	Required Infrastructure	Site Preparation, Construction Materials, Donated labor	Bond Financing	Total Match
328 SW TYLER ST.	06/02/2020	0	0	0	0	125	0	12,525
3437 SW MICHIGAN	09/08/2020	0	0	0	0	327	0	12,851
5791 SW Avalon	09/14/2020	0	0	0	0	154	0	13,005
City Water Payments	09/04/2020	0	0	0	0	21,984	0	34,990
SORT N Topeka W NIA	10/12/2020	0	0	0	0	8,045	0	43,035
SORT Sidewalk Ramp	01/01/2020	0	0	0	0	967	0	44,002

Table 6 – Match Contribution for the Federal Fiscal Year

**HOME MBE/WBE report**

Program Income – Enter the program amounts for the reporting period				
Balance on hand at begin-ning of reporting period \$	Amount received during reporting period \$	Total amount expended during reporting period \$	Amount expended for TBRA \$	Balance on hand at end of reporting period \$
0	104,165	17,500	0	86,665

Table 7 – Program Income

<b>Minority Business Enterprises and Women Business Enterprises – Indicate the number and dollar value of contracts for HOME projects completed during the reporting period</b>						
	Total	Minority Business Enterprises				White Non-Hispanic
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	
<b>Contracts</b>						
Dollar Amount	818,525	409,263	0	0	0	409,263
Number	36	18	0	0	0	18
<b>Sub-Contracts</b>						
Number	0	0	0	0	0	0
Dollar Amount	0	0	0	0	0	0
	Total	Women Business Enterprises	Male			
<b>Contracts</b>						
Dollar Amount	409,263	28,646	380,617			
Number	18	6	12			
<b>Sub-Contracts</b>						
Number	0	0	0			
Dollar Amount	0	0	0			

**Table 8 - Minority Business and Women Business Enterprises**

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

**Table 9 – Minority Owners of Rental Property**

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

**Table 10 – Relocation and Real Property Acquisition**

## CR-20 - Affordable Housing 91.520(b)

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

	One-Year Goal	Actual
Number of Homeless households to be provided affordable housing units	330	790
Number of Non-Homeless households to be provided affordable housing units	15	63
Number of Special-Needs households to be provided affordable housing units	35	13
<b>Total</b>	<b>380</b>	<b>866</b>

Table 11 – Number of Households

	One-Year Goal	Actual
Number of households supported through Rental Assistance	330	790
Number of households supported through The Production of New Units	2	3
Number of households supported through Rehab of Existing Units	35	36
Number of households supported through Acquisition of Existing Units	0	0
<b>Total</b>	<b>367</b>	<b>829</b>

Table 12 – Number of Households Supported

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

During 2020, 790 were prevented from becoming homeless by providing assistance for them to stay in their home. When prevention assistance is given, the City ensures that the home is affordable for the household composition. 13 people were assisted with accessibility modifications to their home for people with physical disabilities and 63 Non-Homeless were helped with Rehabilitation of their homes.

Topeka Habitat for Humanity and Cornerstone of Topeka is the City’s Community Housing Development Organizations. They constructed 2 new units in our community for CHDO and 1 Infill Unit. These units will assist people coming out of homelessness.

A total of 49 homes were assisted with various forms of rehabilitation. The Emergency, Accessibility, Major and Exterior Rehab programs all provide rehabilitation to homeowners and renters.

These numbers are consistent with our one year goals outlined in the table.

**Discuss how these outcomes will impact future annual action plans.**

The one-year outcomes are consistent with our five year strategic plan. The City will continue to serve the community with these programs in the future.

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

<b>Number of Households Served</b>	<b>CDBG Actual</b>	<b>HOME Actual</b>
Extremely Low-income	40	9
Low-income	0	0
Moderate-income	0	0
<b>Total</b>	<b>40</b>	<b>9</b>

**Table 13 – Number of Households Served**

**Narrative Information**

The Community Development Block Grant funded programs are the Emergency, Accessibility and Exterior Rehabilitation Programs. They totaled 40 households for 2020.

The HOME grant funded programs are Community Housing Development Organization activities, Major Rehabilitation, and the Topeka Opportunity to Own program. The total number served in these programs is 9.



## **CR-25 - Homeless and Other Special Needs 91.220(d, e); 91.320(d, e); 91.520(c)**

**Evaluate the jurisdiction's progress in meeting its specific objectives for reducing and ending homelessness through:**

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

Many people who are homeless need intensive assistance in order to get back into housing and gain stability. Many times they suffer from mental illness, chronic substance abuse, or chronic physical illnesses. These disabilities can contribute to their homelessness.

The City works closely with the Topeka/Shawnee County Homeless Task Force, which consists of approximately 40 public and private agencies and organizations to address the full scope of housing and support services needed. Many street outreach teams attend this meeting to provide updates on the people they are encountering.

Each year in January the Homeless Task Force conducts a Point-in-Time (PIT) count of the homeless. The PIT count is only a snapshot of the population at that time. A survey is conducted on each individual to help assess the needs of various subpopulations. It also helps assess if we are making progress to end homelessness.

### **Addressing the emergency shelter and transitional housing needs of homeless persons**

The City of Topeka does not operate any emergency or transitional shelters for people who are homeless. However, the main shelter for people who are homeless is the Topeka Rescue Mission. The City works closely with the mission to help address the needs of the guests staying there. The mission has been at full capacity and the City has provided a variance to allow more guests to stay there.

The Center for Safety and Empowerment has a shelter for families experiencing domestic violence. The City provides Emergency Solution Grant funds to help with the operations of the shelter.

Valeo Behavioral Health Care, Veterans Administration and Cornerstone of Topeka have transitional housing for homeless. Many times the people will exit transitional housing to another permanent housing program, such as Shelter Plus Care, Section 8 or public housing, and HUD VASH.

Emergency Solutions Grant and Community Development Block Grant funds are used to assist individuals with rapid re-housing, deposit and first month's rent. These funds help move people from emergency shelters or transitional housing into permanent housing.

Due to the Covid pandemic, CDBG CV funds were used for both the YWCA Woman's Shelter and the Topeka Rescue Mission to prepare for and respond to the Coronavirus.

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

The City of Topeka funds programs and services to assist vulnerable members of the community. These programs include assistance to seniors, youth, Veterans, people experiencing domestic violence and people with disabilities. Both ESG and CDBG funds are used to help in this area. The services provided range from employment readiness, education services, and emergency aid. The City recognizes the need for more assistance for persons being discharged from publicly funded institutions and is committed to help address this issue in the years to come.

**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**

The City does not provide direct support services or case management. It relies heavily on the Homeless Task force and member agencies to provide the skills necessary to secure permanent housing, independent living, and prevent future homelessness.

The City of Topeka funds programs and services to assist vulnerable members of the community. These programs include assistance to seniors, youth, Veterans, people experiencing domestic violence and people with disabilities. Both ESG and CDBG funds are used to help in this area. The services provided range from employment readiness, education services, and emergency aid.

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

### **Actions taken to address the needs of public housing**

The City of Topeka and the Topeka Housing Authority (THA) are partners in addressing the needs of public housing. THA compiles both annual and five year capital improvement plans. Currently THA receives an annual capital grant of approximately \$800,000. These funds are used to directly update, improve, rehab and extend the useful life of our public housing portfolio. THA, Inc., the non-profit development partner of the Topeka Housing Authority, actively seeks funds to build new developments and to rehab the existing housing stock. THA has also made a very concerted effort to partner with great organizations to bring support and services into the neighborhoods to overcome the barrier of lack of transportation. This is evident with the Pine Ridge Partnership, the Deer Creek Training Center and the work taking place as part of the Neighborhood Opportunity for Wellness (N.O.W.) grant in partnership with the United Way of Greater Topeka.

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

The City of Topeka and the Topeka Housing Authority (THA) are partners in encouraging public housing residents to be involved and participate in homeownership. The THA encourages residents to be well informed and to interact with management as much as possible and to take an active role in being successful in their housing. All THA board meetings are open to the public and residents are encouraged to attend. THA keeps residents informed through bimonthly newsletters, public notices, direct mail, social media, tha.gov, and solicits comment from our residents anytime there is a proposed rule change. Through THA's procurement policy, respondents are encouraged and extra points are awarded to respondents that offer section 3 participation.

### **Actions taken to provide assistance to troubled PHAs**

The Topeka Housing Authority is not designated as troubled

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

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

The analysis of barriers to affordable housing does not identify regulations or policies that inhibit the development of affordable housing. The City will continue to encourage the development of affordable housing.

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

The City of Topeka's greatest obstacle to meeting the needs of the underserved is the elimination and lack of funding available. The recent decline in funding affects the City's ability to assist with the necessary services that the underserved population needs in order to become self-sufficient. The City contracted with a number of service providers during 2020 with the HUD entitlement funds to help the underserved population. Services provided by these providers include: public service activities, transportation services, employment training, child care services, health services, rehabilitation to prevent homelessness, shelter, rapid-rehousing and down payment assistance.

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

The City of Topeka trains all staff to become lead risk-assessors. All contractors are certified with the Kansas Department of Health and Environment as a lead activity firm. Lead risk assessments are completed before any work is done on a home build prior to 1978. Upon completion of the job, a clearance is done to ensure no safety hazards exist.

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

Poverty is multi-faceted. Among some of the causes are disabilities, mental illness, lack of education, and substance abuse problems. The City has continued to forge relationships with both private and public organizations that share our goal to end poverty and improve the quality of life for our constituents. The following actions were taken to achieve the HUD anti-poverty goal:

- Public service agencies were funded with CDBG to help individuals gain self-sufficiency.
- Support of CHDOs, Topeka Habitat for Humanity and Cornerstone of Topeka, with HOME funds to help build new or rehabilitation homes that are affordable.
- Fund agencies with ESG funds to provide those experiencing homelessness with supportive and permanent housing.

Rehabilitation was provided to owners to help with the cost of extensive home repair that could

potentially displace them if not corrected.

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

The City of Topeka staff will continue to coordinate with various social service agencies, government departments, and businesses, to find opportunities to better serve the citizens within the city. These relationships are integral in streamlining the implementation of our CDBG and HOME projects in a time of limited funding. Communication will continue to be the key in the success of the programs. The City of Topeka will continue to foster these relationships to improve the success rate of our programs.

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

The City of Topeka continues to have conversations with profit and non-profit organizations as well as, government agencies that serve low-income individuals some of which include:

- Homeless Task Force – provides assistance to people experiencing homelessness
- Local Non-Profits – provides rent assistance, employment training, child care, transportation, mental health, HIV/AIDS education and many more.
- Topeka Housing Authority – provides the community with Section 8, public housing and HUD VASH.
- Bankers – Assist with homeownership program to provide down payment assistance to low income homebuyers.
- Topeka Rescue Mission – provides emergency shelter.
- Center for Safety and Empowerment – provides emergency shelter for those experiencing domestic violence.

All of these partners combined help the City reach the goals of the Consolidated Action Plan

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

**Impediment 1:**

The City recognizes the lack of education regarding landlord/tenant rights as a barrier to fair housing.

**Solution:**

The City funds Housing and Credit Counseling (HCCI) which provided Landlord Tenant Services to over 1200 tenants and landlords this past year. Over 47,000 people visited the Tenant/Landlord section of their website for information. Over 360 residents attended the Rental and Fair Housing Seminars hosted by HCCI held in strategic locations to get more exposure to the entire community. HCCI also

publishes a “Stop Sign” fair housing poster in both English and Spanish which was distributed at statewide conferences to professionals, property managers, landlords and targeted social service agencies for public posting.

**Impediment 2:**

The City recognizes the lack of community analysis to study conditions and opportunities as an impediment.

**Solution:**

Topeka is partnering with a St. Louis-based urban planning and real estate consulting firm to development strategies to create a Citywide Housing Market Study and Strategy. This study will provide a detailed assessment of housing needs in the city, analyze household affordability for all population segments of the community, assess existing housing programs and providers, and recommend a policy framework to guide equitable housing investments.

The planning process and the resulting recommendations will strive to prioritize equity, be data-driven, and align partners around a shared vision. Engagement with neighborhood leaders, city agencies, nonprofit organizations, and the development community will serve as the foundation for the planning process, and ensure that recommendations are actionable and closely aligned with community goals, priorities, concerns and impediments.

**Impediment 3:**

Topeka has a diverse housing stock in terms of type, size, age, condition, and cost, but an impediment is the lack of new construction multi-family, townhomes, and products that allow aging in place.

**Solution:**

The City of Topeka has re-evaluated their grant budget to shift more funds into CHDO opportunities partnering with both Topeka Habitat for Humanity and Cornerstone to purchase and rehabilitate housing to make it more affordable.

## **CR-40 - Monitoring 91.220 and 91.230**

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

Outreach to Minority and Women Owned Businesses.

It is the responsibility of the City to monitor, encourage, and support activities that ensure MBE and WBE contracting and subcontracting. This included the following efforts:

- The City advertised in the *"Topeka Capital Journal"*, looking for qualified contractors.
- In conjunction with the City's Contract and Procurement Division, the City updated and used a directory of bona fide MBE and WBE bidders.

The City maintained data regarding MBE and WBE participation in their contracts and subcontracts.

Affirmative marketing efforts were directed toward persons least likely to apply for financing for "affordable" single-family homes. In addition to utilizing conventional media for advertising, neighborhood associations and non-profit organizations were contacted and asked to provide marketing assistance. These organizations included, but were not limited to, Housing and Credit Counseling, Inc., Topeka Board of Realtors, The Topeka Housing Authority, and Neighborhood Improvement Associations.

The City encourages the participation of MBE and WBE in all federally funded contracts and requires all contractors and sub-contractors receiving federal funds comply with Section 3 requirements.

The purpose is to take affirmative steps to assure that small and minority businesses and women's business enterprises are utilized whenever possible as a source of supplies, equipment, construction, and services. These affirmative steps will include the following:

The inclusion of qualified small and minority businesses and women's business enterprises on solicitation lists, solicitation of bidding for professional service or rehabilitation contracts. Assurances that small and minority businesses and women's business enterprises are solicited whenever they are potential sources.

If any subcontractors are to be utilized, the prime contractor is required to take the affirmative steps noted above.

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

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

The City published a public notice in the *Topeka Metro News* upon completion of the Consolidated Annual Performance Report (CAPER). Additionally, the City meets and solicits input from the community for a minimum of 15 days before submission.

A public notice regarding the City of Topeka's 2019 Consolidated Annual Performance Report was published in the *Topeka Metro News*, the City's official newspaper and is attached to CR-00.



**CR-45 - CDBG 91.520(c)**

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

The City does not have any changes to make to its objectives identified in the Consolidated Action Plan.

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

No

**[BEDI grantees] Describe accomplishments and program outcomes during the last year.**

## **CR-50 - HOME 91.520(d)**

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

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

The following HOME funded rental housing projects were inspected during the program year:

1619 SW Fillmore Street

1607 SW Fillmore Street

1211 SW Woodward Avenue

1825 SE 27th Street

915 SW Lincoln Street

All HOME funded units inspected passed inspection. Some had minor repairs but they were corrected within 30 days of initial inspection.

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

Cornerstone of Topeka is our Community Housing Development Organization that receives HOME funds for affordable housing. On a quarterly basis Cornerstone of Topeka staff review the marketing efforts to ensure that they are incorporating fair housing standards into marketing activities and if those efforts are making an impact on attracting those least likely to apply for housing. The quarterly newsletter is mailed to all tenants includes a section on fair housing standards. The Fair Housing Poster is prominently displayed in the Cornerstone leasing office. All advertisements and For Lease signs include the fair housing logo. All applications for housing include fair housing language and the fair housing logo. The leasing office resides in a handicapped accessible building. Additionally the property manager is bilingual in English and Spanish which is a tremendous asset for the applicants who don't speak English.

Marketing for the HOME units is also done with special outreach to community organizations, places of worship, and Housing and Credit Counseling. All construction projects are bid out with an emphasis to reach as many minority and women owned entities as possible. The City frequently attends meetings and disperses information on how to be a contractor for the affordable housing program.

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

The City of Topeka used program income on 12 projects in 2020. These projects included:

1 Major Rehab, 4 Emergency Rehab, 2 Accessibility, 4 NIA projects and 1 Voluntary Demo. The total spent for HOME was \$17,500 and the total spent for CDBG was \$95,322.39 for a total of \$112,822.39 of program income for 2020. All of the owners and tenants were low to moderate income level.

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

The City has taken the following actions to foster and maintain affordable housing:

A Housing Study is being conducted beginning in 2019. Outcomes were reported regarding fostering and maintaining affordable housing and the Housing Study was incorporated into the 2021 through 2025 Consolidated Action Plan.

An Impediments Analysis was completed to identify impediments and create a plan to address solutions.

**CR-60 - ESG 91.520(g) (ESG Recipients only)**

**ESG Supplement to the CAPER in *e-snaps***

**For Paperwork Reduction Act**

**1. Recipient Information—All Recipients Complete**

**Basic Grant Information**

<b>Recipient Name</b>	TOPEKA
<b>Organizational DUNS Number</b>	108604976
<b>EIN/TIN Number</b>	486028701
<b>Identify the Field Office</b>	KANSAS CITY
<b>Identify CoC(s) in which the recipient or subrecipient(s) will provide ESG assistance</b>	

**ESG Contact Name**

<b>Prefix</b>	Miss
<b>First Name</b>	Katrina
<b>Middle Name</b>	M
<b>Last Name</b>	Rice
<b>Suffix</b>	0
<b>Title</b>	Finance Manager

**ESG Contact Address**

<b>Street Address 1</b>	620 SE Madison St
<b>Street Address 2</b>	0
<b>City</b>	Topeka
<b>State</b>	KS
<b>ZIP Code</b>	-
<b>Phone Number</b>	7853684477
<b>Extension</b>	0
<b>Fax Number</b>	7853682546
<b>Email Address</b>	krice@topeka.org

**ESG Secondary Contact**

<b>Prefix</b>	Mrs
<b>First Name</b>	Corrie
<b>Last Name</b>	Wright
<b>Suffix</b>	0
<b>Title</b>	Housing Services Director
<b>Phone Number</b>	7853684467
<b>Extension</b>	0
<b>Email Address</b>	cwright@topeka.org

**2. Reporting Period—All Recipients Complete**

<b>Program Year Start Date</b>	01/01/2020
<b>Program Year End Date</b>	12/31/2020

### 3a. Subrecipient Form – Complete one form for each subrecipient

**Subrecipient or Contractor Name:** COMMUNITY ACTION

**City:** Topeka

**State:** KS

**Zip Code:** 66607, 1578

**DUNS Number:**

**Is subrecipient a victim services provider:** N

**Subrecipient Organization Type:** Other Non-Profit Organization

**ESG Subgrant or Contract Award Amount:** 256544

**Subrecipient or Contractor Name:** DOORSTEP INC

**City:** Topeka

**State:** KS

**Zip Code:** 66604, 1182

**DUNS Number:** 164401069

**Is subrecipient a victim services provider:** N

**Subrecipient Organization Type:** Other Non-Profit Organization

**ESG Subgrant or Contract Award Amount:** 90314

**Subrecipient or Contractor Name:** YWCA

**City:** Topeka

**State:** KS

**Zip Code:** 66612, 1310

**DUNS Number:** 126587021

**Is subrecipient a victim services provider:** N

**Subrecipient Organization Type:** Other Non-Profit Organization

**ESG Subgrant or Contract Award Amount:** 567248

**Subrecipient or Contractor Name:** Catholic Charities of Northeast Kansas

**City:** topeka

**State:** KS

**Zip Code:** 66603,

**DUNS Number:** 932720329

**Is subrecipient a victim services provider:** N

**Subrecipient Organization Type:** Other Non-Profit Organization

**ESG Subgrant or Contract Award Amount:** 67300

**Subrecipient or Contractor Name:** Topeka Rescue Mission

**City:** Topeka

**State:** KS

**Zip Code:** 66608, 1240

**DUNS Number:** 000000000

**Is subrecipient a victim services provider:** N

**Subrecipient Organization Type:** Other Non-Profit Organization

**ESG Subgrant or Contract Award Amount:** 800000

## CR-65 - Persons Assisted

### 4. Persons Served

#### 4a. Complete for Homelessness Prevention Activities

Number of Persons in Households	Total
Adults	96
Children	44
Don't Know/Refused/Other	0
Missing Information	0
<b>Total</b>	<b>140</b>

Table 16 – Household Information for Homeless Prevention Activities

#### 4b. Complete for Rapid Re-Housing Activities

Number of Persons in Households	Total
Adults	10
Children	5
Don't Know/Refused/Other	0
Missing Information	0
<b>Total</b>	<b>15</b>

Table 17 – Household Information for Rapid Re-Housing Activities

#### 4c. Complete for Shelter

Number of Persons in Households	Total
Adults	525
Children	107
Don't Know/Refused/Other	3
Missing Information	0
<b>Total</b>	<b>635</b>

Table 18 – Shelter Information





#### 4d. Street Outreach

Number of Persons in Households	Total
Adults	0
Children	0
Don't Know/Refused/Other	0
Missing Information	0
<b>Total</b>	<b>0</b>

Table 19 – Household Information for Street Outreach

#### 4e. Totals for all Persons Served with ESG

Number of Persons in Households	Total
Adults	631
Children	156
Don't Know/Refused/Other	3
Missing Information	0
<b>Total</b>	<b>790</b>

Table 20 – Household Information for Persons Served with ESG

#### 5. Gender—Complete for All Activities

	Total
Male	153
Female	430
Transgender	1
Don't Know/Refused/Other	206
Missing Information	0
<b>Total</b>	<b>790</b>

Table 21 – Gender Information

## 6. Age—Complete for All Activities

	<b>Total</b>
Under 18	156
18-24	66
25 and over	565
Don't Know/Refused/Other	3
Missing Information	0
<b>Total</b>	<b>790</b>

Table 22 – Age Information

## 7. Special Populations Served—Complete for All Activities

### Number of Persons in Households

<b>Subpopulation</b>	<b>Total</b>	<b>Total Persons Served – Prevention</b>	<b>Total Persons Served – RRH</b>	<b>Total Persons Served in Emergency Shelters</b>
Veterans	18	6	2	10
Victims of Domestic Violence	399	0	2	397
Elderly	9	7	2	0
HIV/AIDS	4	0	0	4
Chronically Homeless	7	0	0	7
<b>Persons with Disabilities:</b>				
Severely Mentally Ill	204	8	0	196
Chronic Substance Abuse	97	0	0	97
Other Disability	268	14	7	247
Total (Unduplicated if possible)	1,006	35	13	958

Table 23 – Special Population Served

## CR-70 – ESG 91.520(g) - Assistance Provided and Outcomes

### 10. Shelter Utilization

Number of New Units - Rehabbed	0
Number of New Units - Conversion	0
Total Number of bed-nights available	175,565
Total Number of bed-nights provided	481
Capacity Utilization	0.27%

Table 24 – Shelter Capacity

### 11. Project Outcomes Data measured under the performance standards developed in consultation with the CoC(s)

The Homeless Task Force (HTF) is the governing body of the Continuum of Care. The HTF members form a Monitoring and Compliance committee that meets quarterly, or on an as needed basis, to look over performance standards. All Continuum of Care and Emergency Solutions Grant programs are monitored using the assessment tool developed by the committee.

All activities with ESG are taken through the governing body for approval.

Shelter utilization increased this year as a large amount of the COVID grant dollars were given to Shelter Operations for the YWCA and for the Topeka Rescue Mission to prepare and respond to the Coronavirus.

## CR-75 – Expenditures

### 11. Expenditures

#### 11a. ESG Expenditures for Homelessness Prevention

	Dollar Amount of Expenditures in Program Year		
	2018	2019	2020
Expenditures for Rental Assistance	97,461	118,141	81,750
Expenditures for Housing Relocation and Stabilization Services - Financial Assistance	0	0	0
Expenditures for Housing Relocation & Stabilization Services - Services	0	0	0
Expenditures for Homeless Prevention under Emergency Shelter Grants Program	0	0	0
<b>Subtotal Homelessness Prevention</b>	<b>97,461</b>	<b>118,141</b>	<b>81,750</b>

Table 25 – ESG Expenditures for Homelessness Prevention

#### 11b. ESG Expenditures for Rapid Re-Housing

	Dollar Amount of Expenditures in Program Year		
	2018	2019	2020
Expenditures for Rental Assistance	51,870	16,211	26,623
Expenditures for Housing Relocation and Stabilization Services - Financial Assistance	0	0	0
Expenditures for Housing Relocation & Stabilization Services - Services	0	0	0
Expenditures for Homeless Assistance under Emergency Shelter Grants Program	0	0	0
<b>Subtotal Rapid Re-Housing</b>	<b>51,870</b>	<b>16,211</b>	<b>26,623</b>

Table 26 – ESG Expenditures for Rapid Re-Housing

#### 11c. ESG Expenditures for Emergency Shelter

	Dollar Amount of Expenditures in Program Year		
	2018	2019	2020
Essential Services	16,207	29,947	426,774
Operations	0	0	0
Renovation	0	0	0

Major Rehab	0	0	0
Conversion	0	0	0
<b>Subtotal</b>	<b>16,207</b>	<b>29,947</b>	<b>426,774</b>

**Table 27 – ESG Expenditures for Emergency Shelter**

**11d. Other Grant Expenditures**

	Dollar Amount of Expenditures in Program Year		
	2018	2019	2020
Street Outreach	0	0	0
HMIS	0	0	0
Administration	0	0	0

**Table 28 - Other Grant Expenditures**

**11e. Total ESG Grant Funds**

Total ESG Funds Expended	2018	2019	2020
	165,538	164,299	535,147

**Table 29 - Total ESG Funds Expended**

**11f. Match Source**

	2018	2019	2020
Other Non-ESG HUD Funds	0	0	0
Other Federal Funds	1,692,717	1,692,717	1,735,581
State Government	0	0	0
Local Government	0	0	0

Private Funds	0	0	0
Other	0	0	0
Fees	0	0	0
Program Income	0	0	0
<b>Total Match Amount</b>	<b>1,692,717</b>	<b>1,692,717</b>	<b>1,735,581</b>

**Table 30 - Other Funds Expended on Eligible ESG Activities**

**11g. Total**

<b>Total Amount of Funds Expended on ESG Activities</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>
	1,858,255	1,857,016	2,270,728

**Table 31 - Total Amount of Funds Expended on ESG Activities**

# Attachment

# Notice of Publication

## The Topeka Metro News

800 SW Jackson St., Ste. 1118  
Topeka, KS 66612-1244  
(785) 232-8600

CITY OF TOPEKA - NEIGHBORHOOD RELATIONS  
620 SE MADISON 1ST FL UNIT 8  
TOPEKA KS 66607-1118

## Proof of Publication

STATE OF KANSAS, SHAWNEE COUNTY, SS;  
Maureen Gillespie, of lawful age, being first duly sworn, deposes and says that she is Legal Notices Clerk for The Topeka Metro News which is a newspaper printed in the State of Kansas, published in and of general paid circulation on a weekly, monthly or yearly basis in Shawnee County, Kansas, is not a trade, religious or fraternal publication, is published at least weekly fifty (50) times a year, has been so published continuously and uninterrupted in said County and State for a period of more than one year prior to the first publication of the notice attached, and has been entered at the post office as Periodicals Class mail matter. That a notice was published in all editions of the regular and entire issue for the following subject matter (also identified by the following case number, if any) for 1 consecutive week(s), as follows:

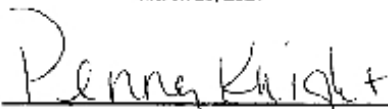
PUBLIC COMMENT - FY2020 CAPER  
3/29/21



Maureen Gillespie, Legal Notices Billing Clerk

Subscribed and sworn to before me on this date:

March 29, 2021



Notary Public

PENNY KNIGHT  
Notary Public-State of Kansas  
My Appt. Expires Dec. 31, 2021

Not published in The Topeka Metro News, Monday, March 29, 2021.

### PUBLIC COMMENT

The City of Topeka's Department Of Neighborhood Relations will make available for public comment for a period of 15 days, the FY2020 Consolidated Annual Performance and Evaluation Report (CAPER) on Monday, March 29, 2021 at the Department of Neighborhood Relations, 620 SE Madison 1<sup>st</sup> Floor.

The purpose is to obtain citizen comments on the performance of the City of Topeka CAPER for the period of January 1, 2020 through December 31, 2020.

Further information may be obtained by contacting the Department of Neighborhood Relations, 620 SE Madison 1<sup>st</sup> Floor, Topeka, Kansas 66607, or by calling the office at (785) 232-8711.

L90273  
Publication Fees: \$9.00