

## **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.

Services offered in FY 21 are as follows:

CDBG

Residential Facade- Exterior wood siding that showed evidence of peeling or chipped paint or deterioration and rot were updated with Vinyl Siding.

Public Improvements- The City invested in the upgrade of a park that seriously needed to be brought back to life.

Public Services- The city invested funding into Boys and Girls Club of the Muskegon Lakeshore.

Priority Home Repair- Home repair program that provided repairs in the form of roofing, foundation, electrical, plumbing and more.

HOME:

Homebuyer's Assistance Program - Provided assistance to low-income families with goals to become homeowners

Rental Rehabilitation - 3 units were made available to low-income families.

CHDO - 4 new units were created for low income families

NOTE: There is an error reporting all accomplishment categories in Table 1 to HOME funding. Areas that reflect zero are goals that we have not had any activities assigned to in the FY 2021.

### **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
Acquisition Development Resale	Affordable Housing	CDBG: \$ / HOME: \$	Homeowner Housing Added	Household Housing Unit	10	0	0.00%			
Administration	Administer Programs	CDBG: \$	Other	Other	8	0	0.00%			
Code Enforcement - Inspections	Non-Housing Community Development Housing Rehab	CDBG: \$	Rental units rehabilitated	Household Housing Unit	0	0		10	0	0.00%
Code Enforcement - Inspections	Non-Housing Community Development Housing Rehab	CDBG: \$	Homeowner Housing Rehabilitated	Household Housing Unit	0	0		10	0	0.00%

Code Enforcement - Inspections	Non-Housing Community Development Housing Rehab	CDBG: \$	Housing Code Enforcement/Foreclosed Property Care	Household Housing Unit	275	0	0.00%			
Code Enforcement - Neighborhood Clean-Up	Non-Housing Community Development	CDBG: \$	Other	Other	10	0	0.00%			
Code Enforcement - Smoke and CO Detectors	Code Enforcement, Neighborhood Safety, Public Service	CDBG: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	125	0	0.00%			
Code Enforcement: Inspections/Detectors/Clean-Up	Affordable Housing Non-Housing Community Development	CDBG: \$	Other	Other	125	0	0.00%			
Community Housing Development Organizations	Affordable Housing	HOME: \$	Homeowner Housing Added	Household Housing Unit	3	0	0.00%			

Demolition	Non-Housing Community Development Blight Fight	CDBG: \$	Buildings Demolished	Buildings	35	0	0.00%			
Demolition	Non-Housing Community Development Blight Fight	CDBG: \$	Housing Code Enforcement/Foreclosed Property Care	Household Housing Unit	0	0		5	0	0.00%
Economic Development Opportunity	Non-Housing Community Development	CDBG: \$	Businesses assisted	Businesses Assisted	5	0	0.00%			
Exterior Paint/Siding Housing	Neighborhood Stabilization, Enhancement, Code Enforcement, Preserving of Existing Housing Stock	CDBG: \$	Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit	Households Assisted	55	6	10.91%			

Exterior Paint/Siding Housing	Neighborhood Stabilization, Enhancement, Code Enforcement, Preserving of Existing Housing Stock	CDBG: \$	Homeowner Housing Rehabilitated	Household Housing Unit	0	0		7	6	85.71%
Exterior Paint/Siding Housing	Neighborhood Stabilization, Enhancement, Code Enforcement, Preserving of Existing Housing Stock	CDBG: \$	Jobs created/retained	Jobs	5	0	0.00%			

Fair Housing	Non-Housing Community Development Fair Housing Activities	CDBG: \$	Other	Other	20	0	0.00%			
Fire Station Bond	Non-Housing Community Development	CDBG: \$	Other	Other	1	1	100.00%			
General Administration	Program Services and Assistance	CDBG: \$	Other	Other	50	0	0.00%			
Home Repairs - Moderate Repairs	Home Repairs	CDBG: \$ / HOME: \$145000	Homeowner Housing Rehabilitated	Household Housing Unit	500	41	8.20%	40	41	102.50%
Homebuyer Assistance/Education	Affordable Housing	CDBG: \$ / HOME: \$	Homeowner Housing Added	Household Housing Unit	15	18	120.00%			
Housing	Affordable Housing	HOME: \$	Homeowner Housing Added	Household Housing Unit	5		%	2	18	900.00%

Housing	Affordable Housing	HOME: \$	Jobs created/retained	Jobs	5	0	0.00%			
Improve Community Safety	Non-Housing Community Development	CDBG: \$	Public service activities for Low/Moderate Income Housing Benefit	Households Assisted	125	0	0.00%			
Improve High-Speed Broadband Access	Non-Housing Community Development	CDBG: \$	Other	Other	4	0	0.00%			
Improve Job Opportunity	Non-Housing Community Development	CDBG: \$	Jobs created/retained	Jobs	5	0	0.00%			
Improved Neighborhoods	Non-Housing Community Development Economic Development	CDBG: \$	Jobs created/retained	Jobs	5	0	0.00%			

Improved Neighborhoods	Non-Housing Community Development Economic Development	CDBG: \$	Other	Other	3	0	0.00%			
Legal Services	Education, Outreach, Public Service	CDBG: \$	Other	Other	20	0	0.00%			
Match Funding	Non-Housing Community Development	CDBG: \$	Other	Other	4	0	0.00%			
Neighborhood Infrastructure	Non-Housing Community Development	CDBG: \$	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	10	0	0.00%			
Neighborhood Policing	Non-Housing Community Development	CDBG: \$	Other	Other	20	0	0.00%			



Owner Occupied Rehabilitation - Priority Repairs	Home Repairs	CDBG: \$	Homeowner Housing Rehabilitated	Household Housing Unit	350	0	0.00%			
Public Facilities Improvement	Non-Housing Community Development	CDBG: \$	Other	Other	4	0	0.00%	1	1	100.00%
Public Service Opportunities	Non-Housing Community Development	CDBG: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	50	0	0.00%			
Public Service Opportunities	Non-Housing Community Development	CDBG: \$	Homeowner Housing Rehabilitated	Household Housing Unit	10	0	0.00%			
Rehabilitation Administration	Program Services and Assistance	CDBG: \$	Homeowner Housing Rehabilitated	Household Housing Unit	30	0	0.00%			
Rental Rehabilitation Program	Affordable Housing	CDBG: \$ / HOME: \$45000	Rental units rehabilitated	Household Housing Unit	15	7	46.67%	4	7	175.00%

Resilient/Smart Neighborhoods Program	Non-Housing Community Development	CDBG: \$	Other	Other	20	0	0.00%			
Senior Assistance	Non-Homeless Special Needs	CDBG: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	375	0	0.00%			
Service Delivery	Housing Services	CDBG: \$	Homeowner Housing Rehabilitated	Household Housing Unit	50	0	0.00%			
Streets	Non-Housing Community Development	CDBG: \$	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	500	0	0.00%	50	0	0.00%
Transportation Services	Non-Housing Community Development	CDBG: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	125	0	0.00%			

Youth Opportunities	Non-Housing Community Development Youth Experiences	CDBG: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	2500	571	22.84%	475	571	120.21 %
Youth Opportunities	Non-Housing Community Development Youth Experiences	CDBG: \$	Jobs created/retained	Jobs	4	0	0.00%			

**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.**

The city utilized funding for home repairs, façade improvements, park improvements, creating new homeowners through homebuyers’ assistance, and the rehabilitation of homes to create affordable homes for the community. We identified through our efforts that there is a great need for housing repairs due to the many applications we receive and the community has benefited from the opportunity to become homeowners.

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

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

91.520(a)

	CDBG	HOME
White	57	12
Black or African American	522	13
Asian	1	0
American Indian or American Native	1	1
Native Hawaiian or Other Pacific Islander	0	0
<b>Total</b>	<b>581</b>	<b>26</b>
Hispanic	0	1
Not Hispanic	581	0

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

### Narrative

Families assisted were considered extremely low income and were majority Black or African American. 39 additional beneficiaries were served that were Other/Multi-racial, a category that is not available to document in the CR-10.

**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	988,508	970,072
HOME	public - federal	336,456	124,647
Other	public - federal	1,215,250	50,000

**Table 3 - Resources Made Available**

**Narrative**

Resources made available to the community were CDBG and HOME dollars. The other category represents HOME ARP funding by way of the original source of HOME funding geerally administered to the City of Muskegn

CDBG dollars utilized for the purpose of home repair services that include but are not limited to roof replacement, residential facade or siding replacement, electrical, foundation, plumbing and sewer.

Home program funding utilized for the acquisition of 2 properties for total rehabilitation.

**Identify the geographic distribution and location of investments**

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description
Muskegon	100	100	City Limits

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

**Narrative**

CDBG funding assisted a total of 617 households/individuals in 2021 and HOME served 25.

## 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.**

Our federal funds were able to be paired with funding received through similar purposes through the Muskegon County Senior Millage dollars, DTE assistance for a multi-housing improvement as well as a state funded Lead program to address families receiving Medicaid. Leveraging funds with our program resources allowed us to maximize these federal funds and serve more people in need. There was no public or privately owned land utilized this year and no required match.

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

**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

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 \$
584,454	336,456	235,925	0	684,985

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	199,760	0	0	99,920	0	99,840
Number	2	0	0	1	0	1
<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	199,760	99,920	99,840			
Number	2	1	1			
<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	1	0	0	0	0	1
Dollar Amount	44,997	0	0	0	0	44,997

**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		5		466,000		
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	50	0
Number of Non-Homeless households to be provided affordable housing units	60	66
Number of Special-Needs households to be provided affordable housing units	1	0
<b>Total</b>	<b>111</b>	<b>66</b>

Table 11 – Number of Households

	One-Year Goal	Actual
Number of households supported through Rental Assistance	8	0
Number of households supported through The Production of New Units	6	7
Number of households supported through Rehab of Existing Units	2	41
Number of households supported through Acquisition of Existing Units	60	18
<b>Total</b>	<b>76</b>	<b>66</b>

Table 12 – Number of Households Supported

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

The city of Muskegon does not directly deal with homeless populations but focuses on addressing homeowners needs that will keep them in their homes preventing them from experiencing homelessness. The difference between the goals for rental assistance, the production of units, rehab of existing units and acquiring units is that the goal set seems to be unrealistic compared to the amount of funding we have to support the goals. The goals set for non-homeless.

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

The outcomes will impact the future annual action plans because it will allow us to look at our shortcomings to plan to improve the next year. For instance, we know that we have an underserved homeless population and we are actively seeking solutions to assist the population and improve the data in the next few years. Also, our rental rehabilitation program has very little that take advantage so we will include plans to talk with existing landlords to determine how to strengthen the connection to those resources.

**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	13	5
Low-income	28	20
Moderate-income	0	6
<b>Total</b>	<b>41</b>	<b>31</b>

**Table 13 – Number of Households Served**

**Narrative Information**

Overall, the data reflects some areas that can be improved with setting realistic attainable goals for serving homeless population and acquiring more units to serve.

**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**

The city has made great progress as a board member of the Continuum of Care (CoC) to help reduce homelessness in our community. Staff serve on various committees that seek additional funding for partners, plan for upcoming years and engage with other agencies to ensure that all available resources are made available to all community members. Regionally, the cities of Muskegon Heights and Norton Shores are represented as well, and our focus is to meet objectives set by the CoC board to reach this critical population. Through a recent study conducted, the City concluded that there were many unaccompanied youth that are considered to be living in homelessness between the ages of 11-24. The partnership is exploring potential for drop in center to assist in meeting the needs of the youth with potential for offering of transitional housing.

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

The City has also acquired 5 units that will be used to house homeless families through partnership with the Continuum of Care. Families will have the ability to sign a lease agreement for up to two years while seeking permanent housing. We continue to coordinate and meet with the CoC on a regular basis to coordinate resources and funding for the homeless population.

**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**

Our home repair program is designed to assist homeowners who have a priority housing issue that could displace them from their home because of plumbing, electrical, mechanical or critical structure deficiencies. The help provided by the city that allows a household to receive assistance allows them the ability to remain in their home.

In addition, we also offer homebuyers assistance to those who are wanting to transition to a more permanent housing solution and purchase a home. These funds offer down payment assistance that are applied to closing cost.

**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 CoC is an organization in pursuit of helping homeless persons find affordable housing in our community. The City has participated in a board capacity to structure and facilitate housing opportunities that prevent housed homeless families from experiencing another homeless scenario.

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

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

The City is exploring an opportunity to partner with a neighboring community to create a Community Land Trust within the City of Muskegon. This will create affordable home options for low income families that could not reasonably acquire in more traditional forms. The CLT would guarantee these homes to only become available to low income buyers in the event that they are sold.

The City is also exploring the opportunity to become a certified counseling agency and create housing counselors to create a more informed staff to equip the community with information that will encourage homeownership.

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

Public housing residents are known to be at a fixed-income status and because of this their likelihood to become a homeowner is rare. In addition, homeownership has not been advantageous given rise in the housing market of the past 5 years. The PHA has a Homeownership Program but other strategies to encourage tenant management have been encouraged more so than homeownership. The public housing residents are managed by staff with monthly reporting of income status. **Annually** housing staff will meet with each tenant to assess income and empower tenants to manage their living situation by giving them options like homeownership, outside rental opportunities, or housing facilities that fit their income and household needs. Currently, the Rental Assistance Demonstration option is being presented to give tenants encouragement with the proposed changes. No other actions have been taken by the city at this time.

Tenants are included in management through Tenant Advisory meetings where decision making and changes to the public housing facility are discussed. The resident board has been actively working with PHA staff to oversee the tenants' issues and concerns and manage the housing facility. Recently, the PHA has awarded vouchers to developers which offer housing choice/opportunities that are newer and different from the current conditions of the public housing venue. The highlight for the Housing Commission is that the facility is embarking on a revitalization renovation through the RAD (Rental Assistance Demonstration) process offered to PHAs.

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

The PHA 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 city is consistently reviewing old zoning policies that negatively effect or create barriers to housing options within the city. The approach taken to complete an updated view of housing choice for our community and developers was achieved through Rezoning parcels in our eligible census tracts. Additionally, our city is designated as a redevelopment ready community. The city is being strategic about creating housing that will fit the needs of every living situation. The City is seeking to adopt Form Based Code throughout additional neighborhoods. This will help to remove barriers to development and allow for additional types of housing like mother-in-law suites, “tiny” homes and mixed-use spaces with housing above. Also, this change will provide property owners with more flexibility to use their property for income generating purposes by allowing for smaller rentals in current residential spaces.

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

To meet the needs of the underserved, we have become more diligent in ensuring the community has accurate information about programs administered through our offices. We have also engaged in more outreach opportunities with community events with partners and those of our own. We ensure that 211, a local resource that provides citizens with information about assistance programs and organizations in the community, has accurate information about programs and that all applications are current in person and online. We have also sought to inform a wider audience through television appearances and increased presence on social media platforms.

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

We have a state funded program for Lead Based Paint hazards but mostly, every affordable housing unit produced is cleared of Lead-based paint hazards through abatement and remediation.

Our HOME funded units through Rental Rehab or Homebuyers programs address lead as a required feature of renovations. Our programs include this action up front before rehabilitation can take place, and the properties are cleared to ensure safety of future residents.

In addition to the above, we have instituted tructures into all home repair programs to address lead rather it is paint, water, or sewer lines.

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

We continue to serve on boards and strengthen partnership with our CoC, to stay abreast of needs of the homeless population. the goal is to increase awareness, resources and access to resources while removing barriers.

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

Institutional structure is developed through trial and success of building a strong community. The city supports organized Neighborhood Associations, BLIGHT fight task force and a number of community relation committees.

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

Our social service agencies in our community have always been a partner to address the needs of our income challenged families. We have worked with the State and local Departments of Health and Human Services, Community Foundation and other nonprofit agencies to meet expressed needs of our citizens. Our services are limited to income qualifying households but we do not limit our coordination to offer and receive referrals from many organizations that focus on housing, health and public needs.

The City of Muskegon also coordinates with the PHA through the appointments of 3 city staff to the Housing Board. The Board Officers have continued to impress that social service options must be present inside the building. This year, the executive director has managed to enhance the building with the participation of social service partners, local programs that give financial, food resources and social supports onsite as possible because of the pandemic.

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

The City is in the midst of a analysis of Impediment to identify any impediment through programs and services offered.

Our response to overcoming impediments identified of our jurisdiction occurred by contracting with the Fair Housing Center of West Michigan who review the HMDA reporting of the past years to show how our banks are helping families. We met with local banks and lenders and shared how we can do better in a fair and impartial manner to overcome prejudice and discrimination. Using the FHCWM to help us survey our community residents, educate our local banks, realtors, rental owners, and ourselves to overcome hidden or visual disparities in our jurisdiction.



## **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**

Standards and procedures utilized to monitor activities carried out in furtherance of the plan to ensure long-term compliance is documenting each application received, tracking demographic information, household size and amounts associated with projects. Monthly we meet with our finance team to compare expenditures and outcomes of our programming. We ensure that every bid is competitive by soliciting to all trades and selecting the lowest, most reliable bid. All files are reviewed for required documentation and approval for compliance purposes.

## **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.**

We provide notice to the public at least 10 days in advance for 15-, 20- and 30-day comment periods via social media, company website and email.

**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.**

Currently there has not been any changes to in the city of Muskegon's objectives but we are invested in ensuring all citizens have access to housing that fits their needs and desires. If there is to be a suggested change the objective it would be to ensure that the city is addressing the housing shortage which has been a crisis for this community.

**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.

#### **Rental Rehabilitation Properties**

**489-491 W Grand Ave** – Inspected August 2021. Issues noted and repaired: Screen replacement, repainted stairs, air conditioner properly installed by owner.

**562 Oak Ave** – Inspected December 2021. Issues noted and repaired: The tenant was evicted due to nonpayment of rent, and the property was destroyed. Evidence of hoarding was present, mouse infestation, filth, destruction of walls and windows. This was the final inspection to finish out the period of affordability. Property was repaired and cleaned by owner, and the lien discharged.

**1174-84 Wood** – Inspected August 2021. Issues noted and repaired: Closet door damaged, missing screen replaced, tub resealed, hole in wall repaired, three doors repaired, loose railing repaired by owner.

**1184 7th St** – Inspected August 2021, and the property was determined to be out of compliance, as the owner sold the property and no tenants were benefitting from the affordable housing. The HOME investment was repaid.

**1288 5th St** – Inspected September 2021. Issues noted and repaired: Garage door repaired, cabinet handles replaced, missing screens replaced, repainting done of wall and trim, hose bib repaired.

#### **CHDO Properties**

**81 Delaware 1 & 2** - Inspected August 2021. Issues noted and repaired: Cabinet repair, painting, screen repair.

**170 Mason** – Inspected August 2021. Issues noted: Shower handle missing, overgrowth of back deck, hole in back deck, floor sinking in laundry room, back door seal failing.

**409 Houston** – Inspected July 2021. Issues noted and repaired: missing screens, missing light globe, nail protruding from wall, tree trimming, reseal tub, replace missing cabinet handle.

**1264/62 5th** – Inspected August 2021. Issues noted: one unit appeared to have bed bugs (issue was

addresses and unit reinspected). Reinspection conducted January 2022. Issues noted: Repainting walls, repair gap in wall, secure handrail, replace missing cabined. Finish flooring, Inspect and repair stairs to basement, seal vent system, repair gap in foundation, have foundation inspected, replace light switch cover in back bedroom, replace smoke detector in kitchen, paint exterior foundation.

**1270/1274 5th** – Inspected July 2021. Issues noted/repared: Damaged register, damaged seal to back door, damaged wall in bathroom, damaged screen, chipped paint, missing spindle to staircase, missing light switch cover, gap in back door.

**1676 Wood** – Inspected July 2021. Issues noted/repared: fire hazard of cloth over light fixture, broken light fixture, removed smoke alarms, screws protruding from basement handrail, damaged garage door.

All properties scheduled for inspection this year received one.

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

We have no rental projects that contain five or more rental units, therefore not triggering the affirmative marketing requirements at 24 CFR 92.351. However, our homebuyer programs adhere to these regulations by utilizing the equal housing opportunity logo on our programs to inform the public of our fair housing practices. We advertise our properties and programs throughout the community via 211, newspaper, online, social media, and by postings.

**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**

Program income is derived from four sources: the sale of homes that have been rehabilitated and sold to low-income buyers, from rent received from our singular rental property, lien payoffs, and rental rehabilitation application fees.

**Rehabilitated Homebuyer Properties** - This year we received \$0 from the sale of rehabilitated properties. Income from previous year's program income funds the Homebuyer's Assistance Program that provides closing costs and inspection assistance to low-income homebuyers within the City of Muskegon. This year we invested \$87,423.41 of program income to assist 18 households in purchasing homes. 83% were female-led households and 55% were single-parent households. 38% of household served were black, 55% white, 5% Hispanic, and 5% American Indian.

**Application Fee** – This year we received \$200 from application fees. This money goes to support the

Rental Rehab program and pay for start-up project costs such as lead inspections.

**Lien Payoffs** – This year we received \$24,773.59 in lien payoffs from parties that failed to adhere to the affordability requirements of the program. This money is reinvested in our programing.

**Rents** - This year, we received \$12,100 in program income from our rental property which was used to maintain the property

**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)**

Other actions take to foster and maintain affordable housing would be investigating ways to strengthen our rental rehab program, investment in rental propertis that our pj would manage and observing Community land Trust for opportunitites to create affordable hosuing for purchase.

## CR-58 – Section 3

Identify the number of individuals assisted and the types of assistance provided

<b>Total Labor Hours</b>	<b>CDBG</b>	<b>HOME</b>	<b>ESG</b>	<b>HOPWA</b>	<b>HTF</b>
Total Number of Activities	0	0	0	0	0
Total Labor Hours	0	0			
Total Section 3 Worker Hours	0	0			
Total Targeted Section 3 Worker Hours	0	0			

**Table 14 – Total Labor Hours**

<b>Qualitative Efforts - Number of Activities by Program</b>	<b>CDBG</b>	<b>HOME</b>	<b>ESG</b>	<b>HOPWA</b>	<b>HTF</b>
Outreach efforts to generate job applicants who are Public Housing Targeted Workers	0	0			
Outreach efforts to generate job applicants who are Other Funding Targeted Workers.	0	0			
Direct, on-the job training (including apprenticeships).	0	0			
Indirect training such as arranging for, contracting for, or paying tuition for, off-site training.	0	0			
Technical assistance to help Section 3 workers compete for jobs (e.g., resume assistance, coaching).	0	0			
Outreach efforts to identify and secure bids from Section 3 business concerns.	0	0			
Technical assistance to help Section 3 business concerns understand and bid on contracts.	0	0			
Division of contracts into smaller jobs to facilitate participation by Section 3 business concerns.	0	0			
Provided or connected residents with assistance in seeking employment including: drafting resumes, preparing for interviews, finding job opportunities, connecting residents to job placement services.	0	0			
Held one or more job fairs.	0	0			
Provided or connected residents with supportive services that can provide direct services or referrals.	0	0			
Provided or connected residents with supportive services that provide one or more of the following: work readiness health screenings, interview clothing, uniforms, test fees, transportation.	0	0			
Assisted residents with finding child care.	0	0			
Assisted residents to apply for, or attend community college or a four year educational institution.	0	0			
Assisted residents to apply for, or attend vocational/technical training.	0	0			
Assisted residents to obtain financial literacy training and/or coaching.	0	0			
Bonding assistance, guaranties, or other efforts to support viable bids from Section 3 business concerns.	0	0			
Provided or connected residents with training on computer use or online technologies.	0	0			
Promoting the use of a business registry designed to create opportunities for disadvantaged and small businesses.	0	0			
Outreach, engagement, or referrals with the state one-stop system, as designed in Section 121(e)(2) of the Workforce Innovation and Opportunity Act.	0	0			

Other.	0	0			
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**Table 15 – Qualitative Efforts - Number of Activities by Program**

**Narrative**

We currently do not have any projects that trigger section 3.