



Annual Action Plan

Unified Government Wyandotte County/ Kansas City, Kansas FY 2019-2020

Substantial Amendment #3: Coronavirus Aid
Relief and Economic Security (CARES) Act
Funding

DRAFT October 2022

Prepared by:

The Unified Government of Wyandotte
County and Kansas City, Kansas
Community Development Department

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2019 Annual Action Plan Amendment #3 Summary

The 2019 Annual Action Plan Substantial Amendment #3 reprograms the Unified Government's allocation of Community Development Block Grant funds from the U.S. Department of Housing and Urban Development as authorized by the Coronavirus Aid, Relief, and Economic Security Act (CDBG-CV). This will allow for the extension of public services to prevent, prepare for, and respond to the COVID-19 health crisis. \$1,716,000 in CDBG-CV funds have been allocated to Public Services, while \$427,980 in CDBG-CV funds have been allocated to related administrative activities.

Additionally, this amendment reprograms an unspent amount of 2019 HOME funds (\$203,671) from the HOME CHIP Homeownership Program to the construction or rehabilitation of affordable housing (amended project total: \$583,671). The remainder of 2019 program year projects remain unchanged.

Updates have been made to the Annual Action Plan Projects (pg. 30-38): #7 HOME New Construction/Rehab, #12 CV-Administration and # 13 CV-Public Services, as well as the attached Citizen Participation Summary, and Grant Certifications and Forms. No other changes have been made.

Executive Summary

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

1. Introduction

Each year, Wyandotte County/Kansas City, Kansas receives funds from HUD for housing and community development activities to address priority needs locally identified by the County. To receive these federal funds, the County must submit a strategic plan — the Consolidated Plan — every five years that identifies local needs and how these needs will be addressed.

The primary federal funding resources in the 2017-2021 Consolidated Plan are the following:

- Community Development Block Grant (CDBG): The primary objective of this program is to develop viable urban communities by providing decent housing, a suitable living environment, and economic opportunities, principally for persons of low- and moderate-income levels. Funds can be used for a wide array of activities, including housing rehabilitation, homeownership assistance, lead-based paint detection and removal, construction or rehabilitation of public facilities and infrastructure, removal of architectural barriers, public services, rehabilitation of commercial or industrial buildings, and loans or grants to businesses.
- HOME Investment Partnerships Program (HOME): The HOME program provides federal funds for the development and rehabilitation of affordable rental and ownership housing for low- and moderate-income households. HOME funds can be used for activities that promote affordable rental housing and homeownership by low- and moderate-income households, including reconstruction, moderate or substantial rehabilitation, homebuyer assistance, and tenant-based rental assistance.

- Emergency Solutions Grant (ESG): The Emergency Solutions Grant program became the Emergency Solutions Grant program under the Hearth Act of 2009. Recognizing the need to end homelessness, the Hearth Act places more emphasis on homeless prevention and rapid re-housing and less on shelters and transitional housing. ESG funding can be used to support traditional shelters, transitional housing that is grandfathered from 2010 funding, supportive services, rent and utility payments and security deposits to prevent homelessness or to rapidly re-house homeless individuals and families, street outreach, and management of a homeless management information system (HMIS).

2. Summarize the objectives and outcomes identified in the Plan

This could be a restatement of items, or a table listed elsewhere in the plan or a reference to another location. It may also contain any essential items from the housing and homeless needs assessment, the housing market analysis, or the strategic plan.

For FY 2019-2020, the Unified Government (UG) has identified the following goals and outcomes:

- Improve access to and quality of affordable housing options
- Improve and expand public services to serve low income and special needs populations
- Support activities that prevent homelessness
- Support activities that move persons experiencing homelessness to permanent housing
- Improve and expand public facilities and infrastructure to serve low-income populations

3. Evaluation of past performance

This is an evaluation of past performance that helped lead the grantee to choose its goals or projects.

The UG's past performance in the administration and implementation of the CDBG, HOME, and ESG programs has fulfilled the spirit and intent of the federal legislation creating these programs. The UG has facilitated affordability for decent housing, availability and accessibility of suitable living environments, sustainability of suitable living environments, and the accessibility of economic opportunities. The following is a summary of UG's past performance as reported to HUD in the FY2017 Consolidated Annual Performance and Evaluation Report (CAPER), the most recent report filed.

New Construction and Rehabilitation. The annual housing goal was accomplished using HOME funds:

- Goal for Construction of New Units: 3
- Actual Number of Units Completed: 2

CHIP Homeownership Down payment. The annual goal was accomplished with the use of HOME funds:

- Objective for CHIP: 13
- Actual Number Completed: 6

Rehab/Home Repair Program. The annual goal was exceeded with the use of CDBG funds:

- Objective for Rehab/Repair: 25
- Actual Number Completed: 48

Access to Housing by Barrier Removal. The annual goal was accomplished with use of CDBG funds and other agencies that focus on disabilities:

- Objective for Barrier Removal: 3
- Actual Number Completed: 3

Homeless Objectives. The annual ESG federal funds matched with local agency funds were for the areas of Emergency Shelter, Rapid Re-Housing Administration, and Data Collection with achievements below. The figures capture number of people served.

Prevention: Goal 700; Emergency Shelter: Goal 500; Rapid Re-Housing: Goal 470; Transitional Housing: Goal 400 - A total of 633 persons were served for these activities for fiscal year 2017

Operating – Willa Gill Center: Goal 1,000 / Actual Served 4335

Public Services. CDBG funds were used for the following services:

Livable Neighborhoods: Goal 500 / Actual Served 274

4. Summary of Citizen Participation Process and consultation process

Summary from citizen participation section of plan.

See AP-10 Consultation

5. Summary of public comments

This could be a brief narrative summary or reference an attached document from the Citizen Participation section of the Con Plan.

Please see attached Citizen Participation comments for a full summary of public comments.

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

No record of unaccepted comments.

7. Summary

In summary, the Annual Action Plan has been developed with community input and reflects the decisions and history of the County Commission in funding allocations.

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
CDBG Administrator		KANSAS CITY	Department of Community Development
HOME Administrator		KANSAS CITY	Department of Community Development
ESG Administrator		KANSAS CITY	Department of Community Development

Table 1 – Responsible Agencies

Narrative (optional)

The lead agency for the Annual Action Plan (AAP) is the Department of Community Development for the Unified Government of Wyandotte County/Kansas City, Kansas. The Department serves the residents of Wyandotte County through its administration of the Community Development Block Grant, HOME Investment Partnership, and Emergency Solutions Grant.

Consolidated Plan Public Contact Information

Community Development Department, 701 N. 7th Street, Room 823, Kansas City, KS 66101

(913) 573-5100

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

1. Introduction

The Unified Government conducts outreach efforts to maximize input from a large cross-section of stakeholders. This outreach effort includes public meetings, published meeting notices, stakeholder meetings and public workshops.

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(I))

Meaningful collaboration as it relates to the development and implementation of housing and community development programs and services has become increasingly important as the federal resources available to these programs continue to decline. Collaboration with housing and service providers helps the Unified Government to capture the maximum benefit for each dollar it invests and ensures that investments strategically address both short-term needs and advance long-term goals. These agencies are proactively recruited to participate in the development of annual planning processes. Many local entities, such as business organizations, neighborhood-based organizations, lenders and realtors, and UG staff are working to establish a framework for multi-level collaboration at the neighborhood level to preserve and enhance residential areas.

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.

Wyandotte County/Kansas City, Kansas is part of the Greater Kansas City Coalition to End Homelessness (GKCCEH), which is the region's Continuum of Care. The GKCCEH works to address homelessness and the priority needs of homeless individuals and families, including homeless subpopulations. The UG assigns a staff person to assist the GKCCEH, serving on the board of directors as a non-voting member.

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

When allocating ESG funding, the Unified Government issues a request for proposals to all agencies that are members of the Continuum of Care. A committee with at least one CoC member representative reviews all the applications and makes recommendations for that year's allocations. The UG typically funds homelessness prevention, rapid rehousing, HMIS, and operations.

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

Table 2 – Agencies, groups, organizations who participated

1	Agency/Group/Organization	LIVEABLE NEIGHBORHOODS, INC.
	Agency/Group/Organization Type	Services-Education Neighborhood Organization
	What section of the Plan was addressed by Consultation?	Housing Need Assessment
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Anticipated outcomes of the consultation are to provide input for the most critical needs of the community for the next planning years.
2	Agency/Group/Organization	COMMUNITY HOUSING OF WYANDOTTE COUNTY
	Agency/Group/Organization Type	Services - Housing
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Market Analysis Economic Development
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Anticipated outcomes of the consultation are to provide input for the most critical needs of the community for the next planning years.

3	Agency/Group/Organization	FRIENDS OF YATES, INC.
	Agency/Group/Organization Type	Services - Housing Services-homeless Services-Health Services-Education Services-Employment Services - Victims
	What section of the Plan was addressed by Consultation?	Housing Need Assessment 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?	Anticipated outcomes of the consultation are to provide input for the most critical needs of the community for the next planning years.
4	Agency/Group/Organization	HILLCREST TRANSITIONAL HOUSING
	Agency/Group/Organization Type	Services-homeless Services-Employment
	What section of the Plan was addressed by Consultation?	Homelessness Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Anticipated outcomes of the consultation are to provide input for the most critical needs of the community for the next planning years.
5	Agency/Group/Organization	Kansas City KS Housing Authority
	Agency/Group/Organization Type	PHA
	What section of the Plan was addressed by Consultation?	Public Housing Needs

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Anticipated outcomes of the consultation are to provide input for the most critical needs of the community for the next planning years.
6	Agency/Group/Organization	Kim Wilson
	Agency/Group/Organization Type	Services - Housing
	What section of the Plan was addressed by Consultation?	Homelessness Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Anticipated outcomes of the consultation are to provide input for the most critical needs of the community for the next planning years.
7	Agency/Group/Organization	METROPOLITAN LUTHERAN MINISTRIES
	Agency/Group/Organization Type	Services-homeless
	What section of the Plan was addressed by Consultation?	Homelessness Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Anticipated outcomes of the consultation are to provide input for the most critical needs of the community for the next planning years.
8	Agency/Group/Organization	MOUNT CARMEL REDEVELOPMENT CORP.
	Agency/Group/Organization Type	Services - Housing
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs - Families with children Homelessness Strategy Market Analysis
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Anticipated outcomes of the consultation are to provide input for the most critical needs of the community for the next planning years.

9	Agency/Group/Organization	Salvation Army
	Agency/Group/Organization Type	Services - Housing Services-Children Services-homeless Services-Employment
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Public Housing Needs Homelessness Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Anticipated outcomes of the consultation are to provide input for the most critical needs of the community for the next planning years.

Identify any Agency Types not consulted and provide rationale for not consulting

There were no types of agencies that the UG did not consult and engage, either through phone, email, focus group meetings, personal interviews and/or questionnaires.

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		
2018 Annual Action Plan	Unified Government	Goals of the Strategic Plan relate to previous year's efforts, adjusting based on previous outcomes to maximize benefit of CDBG, HOME and ESG investments.
City-Wide Master Plan	Unified Government	Strategic Plan goals comply with long-range goals compiled by the City.
Analysis of Impediments to Fair Housing Choice	Kansas City Region	Strategic plan goals and objectives will intentionally, affirmatively further fair housing.

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Comprehensive Economic Development Strategy Plan	Mid-America Regional Council	Strategic plan acknowledges, and addresses needs identified for expanding economic opportunities.
Wyandotte County Health Assessment Report, 2012	Public Health Department	Strategies for serving individuals with HIV/AIDS identified in this plan are aligned with the Strategic Plan.
FY2018 Annual Plan	Kansas City, Kansas Housing Authority	Strategic Plan goals support the work undertaken by the Housing Authority.
10 Year Plan to End Homelessness, 2013	Wyandotte Homeless Services Coalition	The goals of the CoC were used in the development of the Strategic Plan.
Assessment of Service Needs for At-risk Child/Youth	Mid-America Regional Council	Strategic Plan incorporates needs and strategies identified by this report

Table 3 – Other local / regional / federal planning efforts

Narrative (optional)

The Unified Government consulted with various organizations such as neighborhood organization, housing developers, homeless agencies, housing authority, and other groups throughout the NRSA process as well as the Annual Plan process. In addition, business and civic leaders such as lenders, appraisers, stakeholders along with elected officials have played a part through UG initiatives such as Stabilization, Occupation and Revitalization (SOAR), the Neighborhood Revitalization Strategy Area (NRSA) and the UG Community Health Improvement Plan.

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

The Unified Government’s goal for citizen participation is to ensure broad participation of County residents; housing, economic development, and other service providers; UG departments; nonprofit organizations; neighborhood groups; and other stakeholders in the planning and implementation of community development and housing programs. As such, the UG has laid out a Citizen Participation Plan (CPP) to broaden citizen participation.

Two public hearings were held during development of the Action Plan and budget process. The first was held on March 7, 2019. The second will be to finalize the budget, to be held on July 25, 2019, with adoption on July 25, 2019. Citizens were encouraged to attend and participate in UG budget workshops held during July 2019 to solicit public participation and comments.

Public notices, detailing the dates, times, and locations of public meetings will be placed in the *The Call*, *KC Hispanic News*, *Kansas City Globe*, *Dos Mundos* and the *Wyandotte Echo* newspapers, as well as on the Community Development website.

The citizen participation process created an opportunity to gain insight into the roles and plans of other organizations and agencies active in serving the community. Their goals and objectives were considered in development of the goals and objectives of the Annual Action Plan.

The UG will provide translation services as requested at public meetings, forums, etc. Translation services have been provided for persons whose language are other than English and Spanish that have requested information and application assistance for programs.

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	Public Hearing	Non-targeted/broad community	Citizen participation comments will be attached.	Citizen participation comments will be attached.	No comments made that required a change to the annual Action Plan.	
2	Newspaper Ad	Non-English Speaking - Specify other language: Spanish Non-targeted/broad community	Citizen participation comments will be attached.	Citizen participation comments will be attached.	No comments made that required a change to the annual Action Plan.	
3	Internet Outreach	Non-targeted/broad community	Citizen participation comments will be attached.	Citizen participation comments will be attached.	No comments made that required a change to the annual Action Plan.	
4	Emails to stakeholders	Residents of Public and Assisted Housing	Citizen participation comments will be attached.	Citizen participation comments will be attached.	No comments made that required a change to the annual Action Plan.	

Table 4 – Citizen Participation Outreach

Expected Resources

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

Introduction

The UG was additionally granted special allocations of Emergency Solutions Grant (ESG-CV) and Community Development Block Grant (CDBG-CV) authorized by the Coronavirus Aid, Relief, and Economic Security Act (CARES) Act, Public Law 116-136, which was signed by President Donald Trump on March 27, 2020, to prevent, prepare for and respond to the historic COVID-19 public health crisis.

Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder 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	2,257,084	0	0	2,257,084	3,605,078	

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder 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	813,505	0	0	813,505	409,121	
ESG	public - federal	Conversion and rehab for transitional housing Financial Assistance Overnight shelter Rapid re-housing (rental assistance) Rental Assistance Services Transitional housing	189,822	0	0	189,822	361,552	
Other	public - federal	Other	4,535,557	0	0	4,535,557	0	CARES Act funds to be used to prevent, prepare for, and respond to COVID-19.

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

Several potential funding sources have been identified to implement the strategies contained in the 2019-2020 Annual Action Plan. The federal funds outlined above will leverage other sources such as state funds provided under various programs and private funds such as Low-Income Housing Tax Credits (LHTC) and mortgages.

HOME: The UG local jurisdiction has been granted a 100% match reduction for the HOME program due to severe fiscal distress. HOME funds leverage private mortgages through the CHIP program and partnerships with CHDOs and CDCs.

CDBG: Public Services grants leverage Unified Government General Fund dollars and cash and in-kind donations. ESG: Non-profit organizations subcontracting with the UG are required (for UG to meet HUD regulations) to provide a 100% match for the grant that they are awarded. The match may be in the form of cash or in-kind services and/or donations.

ESG: Except for 7.5% of grant funds used for administration, ESG is awarded to subrecipients to carry-out eligible activities. Subrecipients must provide 100% match funds from eligible sources. The Department of Community Development matches ESG admin funds with CDBG to fund a full time ESG coordinator position.

CDBG-CV and ESG-CV: Funds will be utilized to bridge gaps in resources and funding to address unprecedented community need due to the health and economic impacts of COVID-19. No match is required for either funding source.

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

The County owns over 2,000 vacant lots through its land bank, 500 of which could potentially be used as locations for new affordable housing units.

Annual Goals and Objectives

AP-20 Annual Goals and Objectives

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Improve access to and quality of housing	2015	2019	Affordable Housing		Expand Affordable Housing Opportunities Preserve Existing Affordable Housing Units	CDBG: \$937,668 HOME: \$773,671	Homeowner Housing Added: 3 Household Housing Unit Homeowner Housing Rehabilitated: 50 Household Housing Unit Direct Financial Assistance to Homebuyers: 14 Households Assisted
2	Provide public services	2015	2019	Homeless Non-Housing Community Development		Public Services	CDBG: \$168,000	Public service activities other than Low/Moderate Income Housing Benefit: 1000 Persons Assisted Other: 500 Other

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
4	Housing/services for persons who are homeless	2015	2019	Public Housing Homeless		Housing/Services for the Homeless/At-Risk	ESG: \$189,822	Tenant-based rental assistance / Rapid Rehousing: 470 Households Assisted Homeless Person Overnight Shelter: 500 Persons Assisted Overnight/Emergency Shelter/Transitional Housing Beds added: 400 Beds Homelessness Prevention: 700 Persons Assisted
5	Economic development	2017	2021	Non-Housing Community Development			CDBG: \$700,000	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 3 Persons Assisted
6	Planning & administration	2015	2019	Administration		Planning & Administration	CDBG: \$451,416 HOME: \$39,834	Other: 1 Other
7	AFH 1: Minor Home Repair	2017	2021	Affordable Housing		Expand Affordable Housing Opportunities Preserve Existing Affordable Housing Units		
8	AFH 2: Code Assistance	2017	2021	Affordable Housing		Blight Removal		

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
9	AFH 3: ReCap Housing Needs	2017	2021	Affordable Housing		Blight Removal Expand Affordable Housing Opportunities Preserve Existing Affordable Housing Units		
10	AFH 4: Disability	2017	2021	Affordable Housing Non-Homeless Special Needs		Preserve Existing Affordable Housing Units		
11	AFH 5: Education	2017	2021	Education		Economic Development		
12	AFH 6: Jobs	2017	2021	Jobs		Economic Development		
13	AFH 7: Affordable Housing	2017	2021	Affordable Housing Non-Homeless Special Needs		Expand Affordable Housing Opportunities Preserve Existing Affordable Housing Units		
14	AFH 8: Mobility	2017	2021	Non-Homeless Special Needs		Economic Development		

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
15	Reg 1: Expand use of CDFIs and NMTCs	2017	2021	Affordable Housing Public Housing Homeless Non-Homeless Special Needs Non-Housing Community Development	City Wide	Expand Affordable Housing Opportunities Preserve Existing Affordable Housing Units		
16	Reg 2: Establish fair housing information website	2017	2021	Affordable Housing	City Wide	Expand Affordable Housing Opportunities		
17	Reg 3: Fair Housing education with stakeholders	2017	2021			Public Services		
18	Reg 4: Advocate for Universal Design standards	2017	2021	Non-Homeless Special Needs				
19	Reg 5: Explore regional housing mobility program	2017	2021	Affordable Housing		Housing/Services for the Homeless/At-Risk		
20	Reg 6: Develop model zoning code for "compact use"	2017	2021	Affordable Housing		Expand Affordable Housing Opportunities		
21	Reg 7: Develop regional housing locator service	2017	2021	Affordable Housing		Expand Affordable Housing Opportunities		

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
22	Reg 8: Encourage affordable TOD via zoning codes	2017	2021	Affordable Housing				
23	Reg 9: Create incentives for universal design	2017	2021	Affordable Housing Non-Homeless Special Needs		Expand Affordable Housing Opportunities		
24	Reg 10: Promote use of KC Degrees/KC Scholars	2017	2021					
25	Reg 13: Align regional transit plan to job centers	2017	2021	Non-Homeless Special Needs				
26	Reg 14: Affordable housing educational materials	2017	2021	Affordable Housing		Public Services		
27	Reg 15: Metrics for fair/affordable housing goals	2017	2021	Affordable Housing				
28	Reg 11: Develop Education and Job Training	2017	2021	Education		Public Services		
31	Reg: 12 Transportation	2017	2021	Transportation				

Table 6 – Goals Summary

Goal Descriptions

1	Goal Name	Improve access to and quality of housing
	Goal Description	Start Year 2017 End Year 2021. Goal includes rehabilitation of owner-occupied homes, new construction of single-family houses, and down payment assistance to single-family households.
2	Goal Name	Provide public services
	Goal Description	Start Year 2017 End Year 2021. Public services for multi-service center providing services to homeless and near-homeless. Also provides services to neighborhood groups and social service organizations.
4	Goal Name	Housing/services for persons who are homeless
	Goal Description	Start Year 2017 End Year 2021. Emergency Solution Grants to agencies for emergency shelter, prevention, rapid re-housing, and HMIS.
5	Goal Name	Economic development
	Goal Description	
6	Goal Name	Planning & administration
	Goal Description	Start Year 2017 End Year 2021. Planning and administration.
7	Goal Name	AFH 1: Minor Home Repair
	Goal Description	Review annually the feasibility of increasing CDBG and adding other resources to be allocated to the minor home repair program. This will be done as a part of the annual planning process and will begin in 2017.
8	Goal Name	AFH 2: Code Assistance
	Goal Description	In 2017 provide the UG Commission with report on the need for CDBG and other funds assistance to homeowners to address code violations. Based on report, consider allocation of CDBG and other funds to this programming during the annual planning process. If approved, beginning in 2018, implement the program with coordination between the Neighborhood Resource Center and the Community Development Department.

9	Goal Name	AFH 3: ReCap Housing Needs
	Goal Description	In 2017, working with LISC and learning from their initiative in Kansas City, MO, develop a strategy to create a Pre-Development Fund for Kansas City, KS. In 2017 and 2018 Unified Government, LISC, and community development corporations will raise funds and develop detailed investment policies for the fund. If successful, the fund will begin operations in 2018 and will work with CDCs and private developers to initiate new development projects in R/ECAPS and other disadvantaged neighborhoods.
10	Goal Name	AFH 4: Disability
	Goal Description	Including accessibility requirements for new housing will expand housing options for the disabled. The UG's Neighborhood Resource Center and Urban Planning and Zoning Departments will assess current building codes and recommend to UG commission changes that will enhance accessibility of new housing and encourage universal design. If approved, these changes will be incorporated into building requirements in 2019.
11	Goal Name	AFH 5: Education
	Goal Description	The UG has been working with USD 500 to support its Diploma Place Program and other programs, such as the College Advising Corps, that low-income and minority students gain access to college. The city/county government will continue to support these initiatives and evaluate new approaches for local school districts.
12	Goal Name	AFH 6: Jobs
	Goal Description	In 2017 KCK, along with its economic development partners, will review its economic development policies and strategies to make sure it is focusing on quality jobs, and high wages with a career path in a growing industry.
13	Goal Name	AFH 7: Affordable Housing
	Goal Description	The city will foster more access to opportunity for protected classes by including this objective as a specific element in its planning processes. In 2017 the city and particularly its planning department will review its citizen participation process to include access to resources for low income and persons of protected classes into local and comprehensive planning processes. The city will implement this process in 2018-2021.

14	Goal Name	AFH 8: Mobility
	Goal Description	Increased mobility will aid members of protected classes connect with opportunity and housing options. In 2017 the UG will work with MARC and other community partners to develop the specific strategy to meet this goal.
15	Goal Name	Reg 1: Expand use of CDFIs and NMTCs
	Goal Description	Expand the use of CDFIs and New Market Tax Credits in neighborhoods with concentration of persons in protected classes and low income residents.
16	Goal Name	Reg 2: Establish fair housing information website
	Goal Description	Establish www.kcmetrohousing.org as a central location for the public to access fair housing information. Providing increased access to affordable housing information and fair housing information will help to address the quality of affordable housing information, increase access to affordable housing, decrease segregation, and increase access to opportunity.
17	Goal Name	Reg 3: Fair Housing education with stakeholders
	Goal Description	Establish a fair housing education program for landlords, realtors, and lenders.
18	Goal Name	Reg 4: Advocate for Universal Design standards
	Goal Description	Advocate to Missouri Housing Development Commission and Kansas Housing Resources Commission to include universal design standards beyond HUD and ADA minimums in their projects.
19	Goal Name	Reg 5: Explore regional housing mobility program
	Goal Description	Work with local housing authorities to explore a regional approach to housing voucher utilization
20	Goal Name	Reg 6: Develop model zoning code for "compact use"
	Goal Description	Develop model zoning code for smaller homes on smaller lots and small (4-12 unit) multi-family

21	Goal Name	Reg 7: Develop regional housing locator service
	Goal Description	Develop regional housing locator service to help voucher holders find the most appropriate housing
22	Goal Name	Reg 8: Encourage affordable TOD via zoning codes
	Goal Description	Develop model zoning codes to encourage accessible affordable housing units near transit or other key services at activity centers
23	Goal Name	Reg 9: Create incentives for universal design
	Goal Description	Develop model incentive policy to require any multi-unit housing construction or substantial renovation receiving a public subsidy to include some affordable, accessible units that met universal design standards
24	Goal Name	Reg 10: Promote use of KC Degrees/KC Scholars
	Goal Description	Promote use of KC Degrees and KC Scholars to help adults in protected populations return to and complete college
25	Goal Name	Reg 13: Align regional transit plan to job centers
	Goal Description	Update the regional transit plan and reconfigure transit routes to better connect affordable housing and their protected population residents, with employment centers
26	Goal Name	Reg 14: Affordable housing educational materials
	Goal Description	Develop informational materials for local governments and community organizations to use to educate the public about the need for affordable housing
27	Goal Name	Reg 15: Metrics for fair/affordable housing goals
	Goal Description	Establish metrics to meet fair housing and affordable housing goals
28	Goal Name	Reg 11: Develop Education and Job Training
	Goal Description	Continue to develop and refine the education and job training component of KC Rising and provide guidance to local institutions in targeting these efforts.

31	Goal Name	Reg: 12 Transportation
	Goal Description	Form partnerships between local governments, private employers, and neighborhood organizations to develop transportation options that connect low income and protected populations living in concentrated areas of poverty with job opportunities.

Projects

AP-35 Projects – 91.220(d)

Introduction

The finalized amount of 2019 Community Development Block Grant (CDBG) funds for the Unified Government is \$2,257,084. The 2019 HOME Investment Partnerships program (HOME) funds for the UG is \$813,505. The 2019 Emergency Solutions Grant program (ESG) is \$189,822.

Projects

#	Project Name
1	2019 Park Drive NRSA - Clifton Park
2	Emergency Home Repair
3	Livable Neighborhoods
4	Willa Gill Multi-Service Center
5	Rehab Project Delivery
6	CD Administration
7	CHDO Set Aside (Rehab/New Construction)
8	HOME New Construction/Rehab
9	HOME Administration
10	Emergency Solution Grant (ESG) 2019
11	Emergency Solutions Grant (ESG) 2020
12	CV- Administration
13	CV- Public Services

Table 7 - Project Information

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

The Unified Government is committed to allocating funds that serve the needs of low- to moderate-income (LMI) residents. Funding awards are based on need and activity eligibility. Actual locations are determined by applications received and funding availability.

The primary obstacle to meeting underserved needs is the limited resources available to address identified priorities. The UG will partner with other public agencies and non-profit organizations, when feasible, to leverage resources and maximize outcomes in housing and community development.

Funding to meet local fair housing goals is found in projects funded above including minor home repair.

Other local fair housing goals are policy based and require no direct funding.

AP-38 Project Summary

Project Summary Information

1	Project Name	2019 Park Drive NRSA - Clifton Park
	Target Area	
	Goals Supported	Improve access to and quality of housing
	Needs Addressed	
	Funding	CDBG: \$700,000
	Description	Public Facilities & Improvements - Park Drive NRSA. Improvements may include park improvements, including ADA restrooms, playgrounds, curbs and sidewalks, and other public facility improvements.
	Target Date	9/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	
2	Planned Activities	
	Project Name	Emergency Home Repair
	Target Area	
	Goals Supported	Improve access to and quality of housing
	Needs Addressed	Preserve Existing Affordable Housing Units
	Funding	CDBG: \$411,366
	Description	Emergency Home Repair Program for single-family owner-occupied houses. Repair includes electrical, furnace, plumbing, and roofs.
	Target Date	9/30/2020

	Estimate the number and type of families that will benefit from the proposed activities	Up to 50 households
	Location Description	
	Planned Activities	
3	Project Name	Livable Neighborhoods
	Target Area	
	Goals Supported	Provide public services
	Needs Addressed	
	Funding	CDBG: \$20,000
	Description	Livable Neighborhoods work with neighborhood groups and non-profit organizations
	Target Date	9/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	Up to 500 persons assisted
	Location Description	
	Planned Activities	
4	Project Name	Willa Gill Multi-Service Center
	Target Area	
	Goals Supported	Housing/services for persons who are homeless
	Needs Addressed	Housing/Services for the Homeless/At-Risk
	Funding	CDBG: \$148,000
	Description	Willa Gill Multi-Service Center - Operating costs for center that provides services to homeless and near homeless persons
	Target Date	9/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	Up to 1000 persons
	Location Description	

	Planned Activities	
5	Project Name	Rehab Project Delivery
	Target Area	
	Goals Supported	Improve access to and quality of housing
	Needs Addressed	Expand Affordable Housing Opportunities Preserve Existing Affordable Housing Units
	Funding	CDBG: \$526,302
	Description	Rehab project delivery
	Target Date	9/30/2019
	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	
	Planned Activities	
6	Project Name	CD Administration
	Target Area	
	Goals Supported	Planning & administration
	Needs Addressed	Planning & Administration
	Funding	CDBG: \$451,416
	Description	Administration
	Target Date	9/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	
	Planned Activities	
7	Project Name	CHDO Set Aside (Rehab/New Construction)
	Target Area	
	Goals Supported	Improve access to and quality of housing
	Needs Addressed	Expand Affordable Housing Opportunities

	Funding	HOME: \$190,000
	Description	CHDO Rehab/New Construction
	Target Date	9/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	2 households
	Location Description	
	Planned Activities	
8	Project Name	HOME New Construction/Rehab
	Target Area	
	Goals Supported	Improve access to and quality of housing
	Needs Addressed	Expand Affordable Housing Opportunities
	Funding	HOME: \$583,671
	Description	New construction/rehab
	Target Date	9/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	5 households
	Location Description	
	Planned Activities	
9	Project Name	HOME Administration
	Target Area	
	Goals Supported	Planning & administration
	Needs Addressed	Planning & Administration
	Funding	HOME: \$39,834
	Description	HOME administration
	Target Date	9/30/2020

	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	
	Planned Activities	
10	Project Name	Emergency Solution Grant (ESG) 2019
	Target Area	
	Goals Supported	Housing/services for persons who are homeless
	Needs Addressed	Housing/Services for the Homeless/At-Risk
	Funding	ESG: \$189,822
	Description	Emergency Solutions Grant Program Activities
	Target Date	9/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	
	Planned Activities	
11	Project Name	Emergency Solutions Grant (ESG) 2020
	Target Area	City Wide
	Goals Supported	Housing/services for persons who are homeless
	Needs Addressed	Housing/Services for the Homeless/At-Risk
	Funding	ESG-CV: \$2,391,577
	Description	Emergency Solution Grant program activities to be carried out by selected area service providers. ESG-CV funds will be utilized to carry out ESG program activities that prevent, prepare for, or respond to COVID-19.
	Target Date	
	Estimate the number and type of families that will benefit from the proposed activities	The number and type of families that will benefit is unknown at this time and will depend on activities carried out by subrecipients.

	Location Description	Location will depend on activities carried out by subrecipients.
	Planned Activities	ESG-CV funds will be utilized to carry out ESG program activities that prevent, prepare for, or respond to COVID-19.
12	Project Name	CV- Administration
	Target Area	City Wide
	Goals Supported	Planning & administration
	Needs Addressed	Planning & Administration
	Funding	CDBG-CV: \$427,980
	Description	Applicable planning and administration costs associated with CV projects and activities to prevent, prepare for and respond to Coronavirus.
	Target Date	
	Estimate the number and type of families that will benefit from the proposed activities	NA
	Location Description	NA
	Planned Activities	Applicable planning and administration costs associated with CV projects and activities to prevent, prepare for and respond to Coronavirus.
13	Project Name	CV- Public Services
	Target Area	City Wide
	Goals Supported	Provide public services
	Needs Addressed	Public Services
	Funding	CDBG-CV: \$1,716,000
	Description	CDBG-CV funds will be utilized to prevent, prepare for, and respond to COVID-19 in the city's most vulnerable populations. The UG Community Development and Public Health Departments will identify subrecipients to carry-out this project.
	Target Date	12/31/2023
	Estimate the number and type of families that will benefit from the proposed activities	An estimated number of 900 individuals will be served.

	Location Description	Activities available to all Kansas City, KS residents based on need.
	Planned Activities	Public services to prevent, prepare for and respond to the COVID-19 health crisis.

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

Wyandotte County/Kansas City, Kansas is located in the northeast part of Kansas and is part of the Kansas City, Missouri metropolitan region. Housing values are some of the lowest in the region, but the County also has a higher unemployment and lower poverty rate than the majority of Kansas.

According to the 2011 AI for the Kansas City Region, concentrations occur when the percentage of residents of a particular racial or ethnic group is 10 percentage points or more above the community-wide average. In 2011, Wyandotte County was approximately 40% non-White and 25% Hispanic.

The largest concentrations (>50%) of the Black/African-American population are in the Northeast neighborhood. For Hispanics, the largest concentrations (>35%) are in the Argentine, Kensington, and Riverview neighborhoods. There are no areas with high concentrations of Asians.

Using poverty rate as a proxy for low-income residents and a definition of “concentrated” as being 10 percentage points or more above the community-wide average (22%), there are concentrations of poverty located in the neighborhoods of Northeast, Kensington, Riverview, Coronado/Bethel/Welborn, and Rosedale.

The greatest racial/ethnic concentrations of poverty are located in the Northeast neighborhood.

Ultimately, Wyandotte County/Kansas City is working to ensure that a mix of housing types exists within each community to accommodate households of all types and income levels. The County housing strategies will be especially guided by the increasing mismatch between incomes and housing costs and the specific accommodations necessary to ensure that special needs populations have adequate affordable housing options with appropriate supportive services where needed.

Geographic Distribution

Target Area	Percentage of Funds
City Wide	100

Table 8 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

The Unified Government did not set priorities for allocating investments geographically, except for the area designated as a Neighborhood Revitalization Strategy Area (NRSA) identified as the Park Drive Neighborhood NRSA.

Affordable Housing

AP-55 Affordable Housing – 91.220(g)

Introduction

The Unified Government will use HOME funds and a portion of CDBG funds for new affordable housing and to rehabilitate existing housing units. The special needs population will be served through the rehabilitation of an existing structures. The homeless population will be served through assistance grants to local service providers. Therefore, these two groups do not have easily quantifiable goals.

One Year Goals for the Number of Households to be Supported	
Homeless	506
Non-Homeless	15
Special-Needs	3
Total	524

Table 9 - 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	6
Rehab of Existing Units	50
Acquisition of Existing Units	0
Total	56

Table 10 - One Year Goals for Affordable Housing by Support Type

AP-60 Public Housing – 91.220(h)

Introduction

The Kansas City, Kansas Housing Authority's (KCKHA) mission is to help families and individuals with low and moderate incomes achieve greater stability and self-reliance by providing safe, affordable, quality housing and partnering with community services and agencies and promoting economic opportunity in a suitable living environment free from discrimination. According to the 2016 Wyandotte County/Kansas City/Kansas City CAPER (most recent available), 2,058 families are served by public housing and 1,469 are served by Section 8 vouchers.

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

KCKHA will continue improving the quality of its housing by investing in the capital (CAP) fund allocation to make units competitive with housing in the private sector. CAP funds will be used for HVAC improvements in family development community centers, interior modernization, roof replacements, fencing, mechanical improvements, exterior repair, painting, and parking lot expansion.

Since taking over responsibility of the Rosedale Ridge apartment complex, KCKHA is in the process of issuing 116 Section 8 vouchers to those families.

The Unified Government, acting as the Responsible Entity, will work in conjunction with the Kansas City, Kansas Public Housing Authority to ensure that the requirements of 24 CFR Part 58 are adhered to.

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

Residents of the KCKHA are encouraged to participate in decision making in all aspects of the agency's operations. This involvement typically occurs through the Resident Associations and Resident Councils that exist at each KCKHA public housing development. Each Resident Association or Council has its own membership made up of residents from that specific community, and each is led by an elected board of directors.

The Resident Associations and Resident Councils work to improve the conditions of the residents they represent in their specific communities. The presidents of each Resident Association or Council then are able to join together to form a jurisdiction-wide council that allows residents' concerns and involvements to be addressed at a broader Agency level. The jurisdiction-wide council may advise the Board of Commissioners and Executive Director in all areas of KCKHA operations, including occupancy, general management, maintenance, security, resident training, social services, modernization, etc. The KCKHA has two jurisdiction-wide councils: the United Presidents Council is comprised of Presidents and other officers of the individual family development resident associations, and the Council of United Residents is comprised of Presidents and other officers of the individual elderly and disabled

developments. These two jurisdiction-wide councils are contacted in advance to participate in the planning and development of the KCKHA's Annual Plan.

Another way to ensure resident input and participation of residents in KCKHA operations is by the election of a Resident Commissioner to the KCKHA Board of Commissioners.

KCKHA currently operates a homeowner program. Participants must pay 30% of their household income toward a mortgage, the housing authority pays the remainder. Once the family is able to pay the full cost of the mortgage for six months, they graduate from the program. Participants must qualify for a standard mortgage, so only those with a decent credit history are eligible. Elderly and disabled residents can receive KCKHA assistance for the life of the loan.

KCKHA is in the process of implementing a new Family Self-Sufficiency (FSS) program. Approximately 10-15 individuals are currently being trained to staff the program.

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

N/A

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

Introduction

The Unified Government is a partner with Continuum of Care to address homelessness and the priority needs of homeless individuals and families, including homeless subpopulations.

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 lead entity for the Continuum of Care is the Greater Kansas City Coalition to End Homelessness (GKCCEH). This is a partnership of organizations and individuals including: nonprofit organizations, public sector agencies, formerly homeless persons, business community persons, housing developers, faith-based community organizations and other key stakeholders. The UG provides funding to support a full time Coordinator and provides administrative support through UG general funds.

The Finance committee and the Greater Kansas City Coalition to End Homelessness (GKCCEH) Board plan and coordinate various fundraisers throughout the year to help fund the annual operational budget of the organization. Every year during National Hunger and Homeless Awareness Week in November the GKCCEH works to bring awareness to the community and will continue to do this each year. Other activities include the State of Our Homelessness in the Kansas City metropolitan area, Point-in-Time Count, and work to ensure the Homeless Management Information System (HMIS) delivers needed data used for HUD and local government reporting. Each year the GKCCEH conducts a single day “Point-In-Time” count for sheltered and unsheltered homeless persons and families.

Addressing the emergency shelter and transitional housing needs of homeless persons

ESG funds are awarded annually to eligible nonprofit agencies that provide emergency shelter and transitional 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

Wrap around support services provided through the CoC’s permanent supportive housing (PSH) programs are key to the high success agencies have experienced keeping homeless persons in PSH for at

least six months (prior to exit). The PSH grantees collaborate and share housing retention strategies to support each project in achieving the housing maintenance goal. A chief strategy in achieving the stated goal has been to relocate individuals who experience housing difficulties before a loss of housing occurs. Because 80% of our CoC's PSH units are dedicated to serve households with severe mental illness or addictions, relocation is often a key strategy in giving someone a fresh start to be successful in 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 UG promotes four (4) eligible ESG activities that are intentionally focused on housing —either financial assistance to help pay for housing or services designed to keep people in housing or to obtain housing. This assistance is not intended to provide long-term support for program participants, nor will it be able to address all of the financial and supportive services needs of households that affect housing stability. Rather, assistance should be focused on housing stabilization, linking program participants to community resources and mainstream benefits, and helping participants develop a plan for preventing future housing instability.

Emergency Shelter

- Essential Services: Case management related to emergency shelter, referrals to employment, healthcare, substance abuse and related services within the community.
- Shelter Operations: including maintenance, rent, repair, security, fuel, insurance, and utilities.

Homelessness Prevention Assistance

- Housing relocation and stabilization services (case management).
- Leasing assistance, as necessary, to prevent the individual or family from becoming homeless when the assistance is necessary to help program participants regain stability in their current permanent housing or move into other permanent housing and achieve stability in that housing. Eligible costs include housing search and placement, housing stability case management, rental arrearages, leasing assistance, security deposits, utility deposits, utility arrearages, mediation, and cost for obtaining identification.

Rapid Re-housing Assistance

- Housing relocation and stabilization services (case management).
- Leasing assistance as necessary to help individuals or families living in shelters or in places not

meant for human habitation to move as quickly as possible into permanent housing and achieve stability in that housing. Eligible costs include housing search and placement, housing stability case management, leasing assistance, security deposits, utility deposits, utility arrearages, mediation, and cost for obtaining identification.

Housing Relocation and Stabilization Services - Funds must be used to create and implement a comprehensive, easily accessible service and housing response system that addresses the needs of those who are homeless or at serious risk of homelessness.

Eligible activities include:

- Housing stabilization services include arranging, coordinating, linking and monitoring the delivery services that assist participants to obtain and sustain housing stability; this includes the salary of the Housing Resource Specialist(s)/Case Manager;
- Transportation/travel for supportive housing stabilization services, i.e. visit a participant;
- Costs associated with cell phones to support housing stabilization services.

HMIS/Data Collection and Evaluation will be conducted via HMIS. Cost associated with data collection is limited to one percent (1%) of the total grant amount. The HEARTH Act requires that data collection and reporting for ESG be conducted via HMIS.

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

Introduction:

Eliminating barriers to affordable housing is critical for increasing economic opportunities and access to prosperity.

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

The Unified Government will continue to implement the Home Repair Grant Program which provides repairs to homes where the owner is income eligible and living in the home. The program's other component is Barrier Removal.

In addition, the UG participated in a Regional Affirmatively Furthering Fair Housing Plan. The Plan includes goals and objectives to addressing housing issues in the region.

The UG will continue to review housing to be constructed with UG or CDBG/HOME assistance to ensure it meets acceptable standards. Quality design and neighborhood compatibility will assist with neighborhood and community acceptance of affordable housing.

The UG will support the rehabilitation of existing units and construction of new units in low-income neighborhoods and work with private property owners to preserve affordable housing throughout neighborhoods in Wyandotte County.

AP-85 Other Actions – 91.220(k)

Actions planned to address obstacles to meeting underserved needs

The primary obstacles to meeting underserved needs are lack of financial and human resources, and a growing gap between housing costs and incomes. The County will continue to use its resources carefully and strategically as evidenced in this plan to reduce the effects of the cost/income gap.

Actions planned to foster and maintain affordable housing

A lack of affordable housing is a primary obstacle to addressing unmet needs. The UG will continue to support its goals of maintaining and expanding affordable housing by utilizing its CDBG and HOME allocations to create new opportunities for affordable homeownership and rehabilitate existing affordable units.

Actions planned to reduce lead-based paint hazards

Information about lead-based paint hazards is distributed to households participating in HOME and CDBG-funded programs. The UG Community Development, in partnership with the Wyandotte County Public Health Department received a \$1,500,000 grant award from HUD for the Lead-Based Paint Hazard Control Program, along with \$150,000 in Healthy Homes Supplemental Grant funds. The program will seek to reduce lead and provide healthy homes intervention in the KCK area, to increase awareness of lead poisoning and prevention through community outreach and education and to build capacity for lead abatement through training of low-income residents in lead hazard controls.

Actions planned to reduce the number of poverty-level families

CDBG, HOME, and ESG funding is integrated into the programs that address poverty and homelessness by participating agencies that are served by the Greater Kansas City Coalition to End Homelessness. These agencies, and others, provide much needed services to assist residents that are living in poverty. Further programs such as job training, childcare, and transportation assistance reduce the impact of poverty and provide for income growth for families living in poverty.

Through its policies and planning, the UG will continue to encourage business growth in the community. Efforts will continue to support programs to maintain the quality and integrity of the low- and moderate-income neighborhoods where older housing is found. Support will continue for infrastructure improvements in these areas, and code enforcement will be apparent throughout the County. In recognition that some families cannot afford to correct code violations, the UG provides referrals services to help income-eligible homeowners correct the property deficiency. Program referrals are made to Christmas in October, Coalition for Independence, ECKAN, KC Church of Christ, Hope Builders

and LIEAP and other organizations.

Actions planned to develop institutional structure

The Unified Government will work with current and potential sub-recipients to develop an improved, clarified RFP process that is more heavily publicized.

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

Public agencies, for-profit and non-profit private organizations all play a part in the provision of affordable housing, social services, capital improvements, and economic development. However, the lack of financial resources for development, operations, and support services is a huge gap to overcome. Addressing these gaps will be a high priority for the County. The Unified Government will continue to work to provide stronger coordination between agencies and local organizations.

Program Specific Requirements

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

Introduction:

Community Development Block Grant Program (CDBG)

Reference 24 CFR 91.220(l)(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:

There are no other forms of investment

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:

When the PJ, CHDO or Housing Partner sells a HOME Assisted House to an income eligible household the HOME Agreement with the homebuyer is executed along with the executed and recorded Second Mortgage. These documents state the recapture provision will be used, below is the language.

Sale to a New Homebuyer: Full recapture will occur upon sale, transfer, or conveyance of the property to a new homebuyer prior to the expiration of the prescribed affordability period. The HOME-assisted buyer must repay the full amount of the entire HOME subsidy less any owner-paid closing costs and owner equity included therein; provided, that if the property is sold for market value and net proceeds from the sale is insufficient to pay the full subsidy amount, the difference between the net proceeds and the HOME subsidy amount may be forgiven.

Conversion to Business or Rental Use: Full Recapture will occur upon sale or conversion of the property for rental or business purposes prior to the expiration of the prescribed affordability period. The HOME-assisted buyer must repay the full amount of the HOME subsidy. No pro-rata reduction may be made.

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:

The UG will hold a lien on property for the amount of the HOME subsidy to assure that the assisted household continues to meet program guidelines throughout the affordability period. The minimum affordability period required is based on the amount of HOME assistance and is as follows:

Each property assisted with HOME funds must also have deed restrictions that run with the land, in addition to the applicable affordability period. These restrictions ensure the property remains affordable to a low to moderate income household for the applicable period and stipulate that: 1) The property must be the principal and primary residence of the purchaser; 2) All or any portion of the property may not be used as rental property or as investment property; and 3) Any portion of the property assisted with HOME funds may not be used as a business.

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:

Not Applicable – the Unified Government does not use HOME funds for this purpose

**Emergency Solutions Grant (ESG)
Reference 91.220(l)(4)**

1. Include written standards for providing ESG assistance (may include as attachment)

FY 2019 ESG funds were awarded by HUD under the Homeless Emergency Assistance and Rapid Transition to Housing Act of 2009 (HEARTH Act). The HEARTH Act improves administrative efficiency and enhances response coordination and effectiveness in addressing the needs of homeless persons. The Act adds short- and medium-term rental assistance and services to rapidly re-house homeless people, and places greater emphasis on helping people quickly regain stability in permanent housing after experiencing a housing crisis and/or homelessness. In addition, the HEARTH Act provides grantees with the programmatic framework to maximize communitywide planning and strategic use of resources, and to improve coordination and integrate with mainstream services to increase efficiency, including services funded by other programs targeted to homeless people.

HUD drew from its recent program experience with the Homelessness Prevention and Rapid Re-Housing Program (HPRP), a temporary program, to establish the regulations for the ESG program, a permanent program. **These funds must exclusively be used for Street Outreach, Emergency Shelter, Homelessness Prevention Assistance, Rapid Re-housing Assistance, Homeless Management Information Systems (HMIS), and Administration.**

Refer to the Unique Appendices for the ESG Policy and Procedures.

2. If the Continuum of Care has established centralized or coordinated assessment system that meets HUD requirements, describe that centralized or coordinated assessment system.

The Greater Kansas City Coalition to End Homelessness operates as the regional Continuum of Care applicant. Currently, the coordinated system in place is HMIS; all HUD and non-HUD funded agencies are required to enter beneficiary data into this system. Other CoC responsibilities include holding monthly membership meetings, adopt and follow written process to select a board to act on behalf of the CoC, collaborate with the HMIS lead.

3. Identify the process for making sub-awards and describe how the ESG allocation available to private nonprofit organizations (including community and faith-based organizations).

The Unified Government submits a Request for Proposal in local newspapers and announces ESG funding allocations to the Continuum of Care membership. Eligible applicants are non-profit organizations and Continuum of Care participants; an ESG application must be submitted to the Program Coordinator of the grant program. The Unified Government coordinates with the Continuum of Care to evaluate applications and fund sub recipients. A ranking and reviewing committee (consist of 3-4 persons) will meet to score applicants based on the attached ranking and review scoring.

4. If the jurisdiction is unable to meet the homeless participation requirement in 24 CFR 576.405(a), the jurisdiction must specify its plan for reaching out to and consulting with homeless or formerly homeless individuals in considering policies and funding decisions regarding facilities and services funded under ESG.

Sub-recipients are required to have participation of not less than one homeless individual or formerly homeless individual on the board of directors; this is verified through annual monitoring reviews and required documentation of board of directors and recent board minutes.

5. Describe performance standards for evaluating ESG.

There are two primary data sources CoC's and ESG recipients will use to collect system-level performance measures:

1. Sheltered and unsheltered PIT count data reported through HUD's Homelessness Data Exchange (HDX)
2. Client-level outcome information based on data collected in HMIS and unduplicated across all CoC and ESG projects that contribute data to HMIS with the CoC.

System Performance Measurement Parameters also include the following:

1. Project Type
2. Reporting Period
3. Client Universe (adults, leavers, stayers)
4. Setting Local Performance Targets
5. HMIS Bed Coverage and Data Quality

Please review attached performance and evaluation of projects procedures.

Citizen Participation Summary

Citizen Participation Summary

1. On October 13th, 2022 a draft of the 2019 Annual Action Plan Amendment #3 was published to request public comment. Public Comment period was open for thirty-six (36) days from October 13th, 2022 through November 17th, 2022. A full text of the draft amendment was published on the UG website and available in the UG Department of Community Development Office.
 - a. Comment #1 was received via phone by a community member who shared the need for in-fill housing and affordable housing development. The community member shared that housing development funds should support local housing developers and not out-of-town organizations.
2. On October 24th, 2022, the Department made an initial presentation to the Administration and Human Services Standing Committee meeting. The meeting was open to the public in-person and broadcast online through YouTube, UG TV and Zoom. Citizens had the opportunity to provide comments in-person, virtually or written.
 - a. Comment #1: One community member appeared in-person to provide comments. The community member expressed a desire for CDBG funding to be expended in areas East of I-635 to include the Northeast area of the city and Armourdale.
 - b. Comment #2: A second community member representing a local non-profit housing developer appeared in-person to provide comments in support of the amendment.
3. On November 3rd, 2022, a public hearing notice was published 14 days prior to the public hearing in the Wyandotte Echo as required by the current Citizen Participation Plan. The notice was additionally published in the Livable Neighborhoods Newsletter (11/4/2022), KC Hispanic News (11/03/2022) and Dos Mundos (11/03/2022) and online on the Department of Community Development website (10/26/2022).
4. On November 17th, 2022 a public hearing was held for the Substantial Amendment. That meeting was open to the public in person and broadcast online through YouTube, UG TV, and Zoom. Citizens had the opportunity to provide comments in-person, virtually or written. Two comments were received in writing to the Clerk's office prior to the hearing. Both were in support of the amendment and discussed the importance of Community Health Workers.

10-18-22 PUS:30 RCVD

PUBLIC NOTICE
UNIFIED GOVERNMENT OF WYANDOTTE COUNTY/
KANSAS CITY, KANSAS

2019 Annual Action Plan Substantial Amendment #3

The Unified Government of Wyandotte County/Kansas City, Kansas (The UG) is required to provide at least a 30-day citizen review and public comment period for the 2019 Annual Action Plan Substantial Amendment #3. The citizen review and public comment period will be from Thursday, October 13th, 2022 to Thursday, November 17th, 2022. This Substantial Amendment reprograms the Unified Government's allocation of Community Development Block Grant funds from the U.S. Department of Housing and Urban Development as authorized by the Coronavirus Aid, Relief, and Economic Security Act (CDBG-CV) (total of \$2,143,980). This will allow for the extension of public services to prevent, prepare for, and respond to the COVID-19 health crisis. Additionally, this amendment reprograms an unspent amount of 2019 HOME funds (\$203,671) from the closed HOME CHIP Homeownership Program to the construction or rehabilitation of affordable housing (new project total: \$583,671). The remainder of 2019 program year projects remain unchanged.

A copy of this amendment can be viewed at <https://www.wycokck.org/Departments/Community-Development/Plans-Reports>. Copies of the plan are available at the UG Community Development Department at 701 N. 7th Street, Kansas City, KS 66101. A summary of the changes to 2019 Annual Action Plan are listed below.

2019 Annual Action Plan		
Substantial Amendment #3	Subtotal	Total
CDBG-CV Program Administration		
Community Development Dept. Administration	\$93,980	\$93,980
WyCo Connect Program Administration	\$334,000	\$427,980
CDBG-CV Public Services	\$1,716,000	\$1,716,000
HOME Investment Partnership Program		
CHIP Homeownership Assistance	\$0	\$0
HOME New Construction/Rehab	\$583,671	\$583,671

Please submit all questions or comments regarding the Substantial Amendment by Thursday, November 17th, 2022 to the Department of Community Development by phone/email at (913) 573-5123 or ssstauffer@wycokck.org.

(First published 10-13-22)

1st-The Wyandotte Echo-10-13-22

PROOF OF PUBLICATION

State of Kansas, Wyandotte County, ss:
Joe M. Peterson, of lawful age, being duly sworn, says that he is the **PUBLISHER** of **The Wyandotte Echo**, a weekly newspaper, owned and operated by **M.R.P.P. Inc.**, printed and published in the city of Kansas City, Wyandotte County, State of Kansas, which said newspaper has a general circulation and has been admitted to the mails as second class matter in said county, and has been published therein during a period of more than five years prior to the first publication of the legal notice hereto annexed; that affiant, of his own knowledge, knows that the printed notice was published each and every issue of **The Wyandotte Echo** for 1 consecutive week(s) as follows:

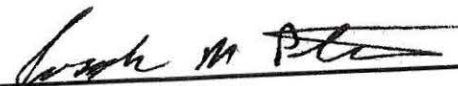
1st Publication was made on: October 13th, 2022

2nd Publication was made on: _____

3rd Publication was made on: _____

4th Publication was made on: _____

Printer Fees: \$ 44.46


 Joe M. Peterson, Publisher
 The Wyandotte Echo
 Official Newspaper for Wyandotte County, KS
 PO Box 2305, 3006 Strong Avenue
 Kansas City, KS 66110

Stauffer, Stephanie

From: Livable Neighborhoods <livableneighborhoods@wycokck.org>
Sent: Friday, October 14, 2022 9:15 AM
To: Stauffer, Stephanie
Subject: Do Something Good in Your Neighborhood!

[View this email in your browser](#)



Livable Neighborhoods E-Newsletter

Community and Government In Partnership

Assistance (VITA) y Tax Counseling for the Elderly (TCE) preparan declaraciones de impuestos gratuitas para las personas que califican. Los voluntarios recibirán capacitación y certificación antes de comenzar a trabajar con los contribuyentes, a partir de noviembre/diciembre. Incluso si no quiere hacer declaraciones de impuestos, hay muchas formas de servir. ¡También puede obtener créditos de educación continua! Envíe sus preguntas a kcvita@missouri.edu o regístrese en línea en: www.kcmetrofreeetaxes.org.



PUBLIC NOTICE

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Stauffer, Stephanie

From: Livable Neighborhoods <livableneighborhoods@wycokck.org>
Sent: Friday, November 4, 2022 10:00 AM
To: Stauffer, Stephanie
Subject: Do Something Good in Your Neighborhood!

[View this email in your browser](#)



Livable Neighborhoods E-Newsletter

Community and Government In Partnership



PUBLIC HEARING

ATTENTION

ALL RESIDENTS OF WYANDOTTE COUNTY, KS

YOU ARE INVITED TO ATTEND a public hearing to be held on Thursday, November 17, 2022 at 7:00 p.m. during the Unified Government of Wyandotte County/Kansas City, Kansas Board of Commissioners meeting. For the most up-to-date information regarding the ways to participate in the meeting or submit comments, visit <https://www.wycokck.org/Engage-With-Us/Calendar-of-Events/Full-Commission-Meeting>.

The public hearing is being held to receive comments about the 2019 Annual Action Plan Substantial Amendment #3. This amendment includes a reallocation of \$850,000 in Community Development Block Grant funds from the CARES Act to extend public services to prevent, prepare for and respond to COVID-19. The substantial amendment also reallocates \$203,671 in 2019 HOME funds from a closed program to the rehabilitation or construction of affordable housing. The amended plan can be viewed online at <https://www.wycokck.org/Departments/Community-Development/Plans-Reports>. For questions regarding this amendment, please call or email (913)573-5123 or sstauffer@wycokck.org.

WE LOOK FORWARD TO SEEING YOU THERE!

The Unified Government of Wyandotte County/Kansas City, Kansas will make reasonable accommodations to individuals with disabilities. To request accommodations, contact Human Relations at least 48 hours in advance at 913-573-5460.

2 Dismissed Announcements

Home (<https://www.wycokck.org/Home>) / Departments
(<https://www.wycokck.org/Departments>) / Community Development
(<https://www.wycokck.org/Departments/Community-Development>) / **Plans & Reports**

Plans & Reports

The Community Development Department is responsible for developing many plans, reports and notices to submit to the U.S. Department of Housing and Urban Development. A hard copy of each of these documents can be viewed by visiting our office.

DRAFT PLANS OPEN FOR PUBLIC COMMENT

This is a list of our current plans that are in draft form:

[2019 Annual Action Plan Substantial Amendment #3](/files/assets/public/community-development/documents/2019-annual-action-plan-amendment-3.pdf) (PDF, 424KB)
(</files/assets/public/community-development/documents/2019-annual-action-plan-amendment-3.pdf>).

Public Comment for this plan amendment begins October 13, 2022 and ends November 17, 2022. Submit comments by phone or email to [\(913\) 573-5123](tel:9135735123) (tel:9135735123) or sstauffer@wycokck.org (<mailto:sstauffer@wycokck.org?subject=2019%20Substantial%20Amendment>).

2022-2026 CONSOLIDATED PLAN AND ANNUAL ACTION PLANS

Every five years, the Community Development Department submits a five-year **Consolidated Plan** to the U.S. Department of Housing and Urban Development (HUD) that describes the needs housing and community development needs of UG, priorities and goals. Each year the Community

**PUBLIC HEARING
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(First published 11-3-22)

1t-The Wyandotte Echo-11-3-22

PROOF OF PUBLICATION

State of Kansas, Wyandotte County, ss:

Joe M. Peterson, of lawful age, being duly sworn, says that he is the **PUBLISHER** of **The Wyandotte Echo**, a weekly newspaper, owned and operated by **M.R.P.P. Inc.**, printed and published in the city of Kansas City, Wyandotte County, State of Kansas, which said newspaper has a general circulation and has been admitted to the mails as second class matter in said county, and has been published therein during a period of more than five years prior to the first publication of the legal notice hereto annexed; that affiant, of his own knowledge, knows that the printed notice was published each and every issue of **The Wyandotte Echo** for 1 consecutive week(s) as follows:

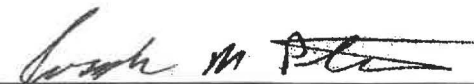
1st Publication was made on: November 3rd 2022

2nd Publication was made on: _____

3rd Publication was made on: _____

4th Publication was made on: _____

Printer Fees: \$ 3042



Joe M. Peterson, Publisher
The Wyandotte Echo
Official Newspaper for Wyandotte County, KS
PO Box 2305, 3006 Strong Avenue
Kansas City, KS 66110

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From: Livable Neighborhoods <livableneighborhoods@wycokck.org>
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Livable Neighborhoods E-Newsletter

Community and Government In Partnership



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HELP WANTED

HELP WANTED

Maintenance Worker \$15.98-23.18/hr. Perform tasks to maintain and repair city infrastructure. \$1,500-3,000 recruitment incentive. A complete job description, recruitment incentive policy and employment application can be found on the City's website (www.raytown.mo.us). Open until filled. Background check, drug screen, possess ability to obtain CDL and good driving record required. Send employment application to Raytown City Hall, 10000 E. 59th St., Raytown, MO 64133, Attn: HR, fax 816/737-6097 or email hr@raytown.mo.us.
EOE/ADA/E-Verify

HELP WANTED

Payroll Specialist \$20.00-29.00/hr. Responsible for processing the City's payroll. Kronos and Incode experience desirable. \$1,500 recruitment incentive. A complete job description, recruitment incentive policy and employment application can be found on the City's website (www.raytown.mo.us). Open until filled. Background check and drug screen required. Please send resume and application form to City of Raytown, Attn: Human Resources, 10000 E. 59th Street, Raytown, MO 64133, fax 816/737-6097 or e-mail hr@raytown.mo.us.
EOE/ADA/E-Verify

HELP WANTED

BUILDING MAINTENANCE WORKER

(Job Opening ID #515879)

Full-time position available with the Parks & Recreation Department, Community Services Division, 3930 NE Antioch Rd. Normal Work Days/Hours: Tuesday-Saturday, hours may vary. Sweeps, mops, waxes and polishes floor. Washes walls, woodwork and blinds. Dusts furniture and other articles and provides ground maintenance on the outside of buildings. Utilizes automatic floor scrubbing machines, battery-operated sweepers, motor driven vacuum sweepers, power-operated wall washers and performs general handwork associated with the cleaning of buildings. Checks buildings floor-by-floor or area-by-area to determine that regular custodial and other cleaning duties have been performed. Assists personnel in accomplishing their work. Assists as necessary in snow removal activities. Participates in minor maintenance activities such as window washing, replacing light bulbs, patch plastering or painting, replacing faucet gaskets, unstoppering plugged lavatories and other fixtures. Also sets up tables and chairs. Observes the operation of building refrigeration and heating equipment to detect malfunctions. Discontinues malfunctioning equipment and notifies skilled maintenance workers. Performs related duties as required. **REQUIRES** 6 months of experience in the custodial care and limited general maintenance of buildings. Must pass a pre-employment drug screen and post-offer physical examination as prescribed by the City. Salary Range: \$18.67-\$28.01/hour. **Application Deadline: November 14, 2022.** Apply online at www.kcmo.gov/jobs. EOE. The City of Kansas City, Missouri is an equal opportunity employer committed to a diverse workforce.

HELP WANTED

LIFEGUARD

(Job Opening ID #515891)

Several seasonal positions available with the Parks & Recreation Department, Community Services Division, Tony Aguirre Community Center, 2050 W. Pennway St. Normal Work Days/Hours: Hours vary. Supervises swimming activities at the aquatics facility and ensures that policies, guidelines, and safety procedures are followed. Warns swimmers of improper activities or danger and enforces pool regulations and water safety policies. Administers first aid in the event of injury, rescues swimmers in distress or danger of drowning, and administers CPR and/or artificial respiration, if necessary. Evaluates conditions for safety and initiates aquatics emergency action plan as required. Inspects pool facilities, equipment, and water to ensure that they are safe and usable. Supervises and assists in cleaning the pool and related facilities and equipment, assists with chlorine residual water tests and with records and charts of water tests and records of accidents, and adds chemicals to pool water as directed. Instructs or assists classes in fundamentals of swimming as needed. Resolves scheduling conflicts to ensure safe pool environment when competing programs/priorities require use of aquatic facilities. Prevents drowning and other injuries from occurring and ensures the safety of patrons by minimizing or eliminating hazardous situations or behaviors. Solves on-the-job issues by utilizing effective critical thinking and decision making skills and possesses the ability to work with diverse populations. Enforces pool policies and communicates effectively why policies are in place. **REQUIRES** at least 16 years of age and have of a current lifeguard certificate or shallow water lifeguarding certificate as issued by the American Red Cross, Ellis, StarGuard, or the YMCA. Must pass a pre-employment drug screen and post-offer physical examination as prescribed by the City. Salary Range: \$16.12-\$24.58/hour. **Application Deadline: November 14, 2022.** Apply online at www.kcmo.gov/jobs. EOE. The City of Kansas City, Missouri is an equal opportunity employer committed to a diverse workforce.

PUBLIC NOTICE

INVITATION TO BID

Bids for Replace Fire Sprinkler System, Multiple Assets at Camp Avery Park Camp. Project No. H2001-01, will be received by FMDC, State of MO, UNTIL 1:30 PM, 12/1/2022 via MissouriBIDS. Bidders must be registered to bid. Project information available at <http://www.kcmo.gov/facilities>

PUBLIC NOTICE

INVITATION TO BID

Bids for Replace Kitchen Flooring at Western Reception Diagnostic Correctional Center and Replace Dry Pipe Sprinkler System (Re-Bid) at Northwest Missouri Psychiatric Rehabilitation Center. Project Nos. C2001-01 and M2005-01, respectively, will be received by FMDC, State of MO, UNTIL 1:30 PM, 12/8/2022 via MissouriBIDS. Bidders must be registered to bid. Project information available at <http://www.kcmo.gov/facilities>

HELP WANTED

HELP WANTED

SENIOR FLEET MAINTENANCE TECHNICIAN

(Job Opening ID #515361)

Full-time position available with the Water Department, Water Supply & Treatment Division, 1 NW Briarcliff Rd. Normal Work Days/Hours: Shift varies; Monday-Thursday 6:30 a.m.-5:00 p.m.; Tuesday-Friday, 6:30 a.m.-5:00 p.m. Performs all levels of repair and preventative maintenance on power generation assemblies. Diagnoses and troubleshoots problems, makes recommendations for repairs and performs all critical repairs and adjustment. Conducts generator pre-start and start-ups in accordance with the manufacturer checklist. Uses resistive equipment for testing and repair of generators and pump. Utilizes a good working knowledge of equipment operations and mechanical functions, as well as strong diagnostic and mechanical skills. Performs oil changes, coolant changes, generator load banking, belt adjustments, annual inspections, and quarterly generator inspections. Must be willing to work overtime as required by fluctuating workloads and available for after-hours calls as needed. **REQUIRES** 6 months of experience in the custodial care and limited general maintenance of buildings. Must pass a pre-employment drug screen and post-offer physical examination as prescribed by the City. Salary Range: \$23.98-\$36.60/hour. **Application Deadline: November 14, 2022.** Apply online at www.kcmo.gov/jobs. EOE. The City of Kansas City, Missouri is an equal opportunity employer committed to a diverse workforce.

Advertising doesn't cost, it pays!

For pricing and more information about advertising in the Dos Mundos classifieds, please contact Veronica by email at: classifieds@dosmundos.com



PUBLIC NOTICE

INVITATION TO BID

Bids for Replace Rooftop Units at Parkview State School - Cape Girardeau and New Dawn State School - Sikeston. Project Nos. E1904-01 and E1905-01, respectively, will be received by FMDC, State of MO, UNTIL 1:30 PM, 12/15/2022 via MissouriBIDS. Bidders must be registered to bid. Project information available at <http://www.kcmo.gov/facilities>

PUBLIC NOTICE

INVITATION TO BID

Bids for Repairs to Exterior Facade, Landers State Office Bldg., Springfield, MO Project No. O1920-01 will be received by FMDC, State of MO, UNTIL 1:30 PM, December 1, 2022. For specific project information and ordering plans, go to: <http://www.kcmo.gov/facilities>

PUBLIC NOTICE

PUBLIC NOTICE

Sealed bids will be accepted by the Purchasing Agent of the City of St. Joseph, Missouri for

CD2023-04 CD Rehabilitations - 1 Location CD2023-05 Façade Improvement Projects - 3 Locations

until November 29, 2022 at 3:00 P.M., at which time they will be publicly opened and read aloud. A prebid conference will be held on November 9, 2022, at 9:00 A.M. in the 1st Floor Conference Room at City Hall, 1100 Frederick Avenue, St. Joseph, Missouri.

Specifications will be available from the Purchasing Division, 1100 Frederick Avenue Room 201, St. Joseph, Missouri, or by calling (816) 271-5330.

The City reserves the right to accept or reject any or all bids. This project is funded 100% by CDBG funds and therefore subject to Davis Bacon Prevailing Wage Law. The City of St. Joseph is an Equal Opportunity Employer.

(s) Summer Deatherage
Purchasing Agent

PUBLIC NOTICE



PUBLIC HEARING ATTENTION

ALL RESIDENTS OF WYANDOTTE COUNTY, KS

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PUBLIC HEARING ATTENTION ALL RESIDENTS OF WYANDOTTE COUNTY, KS

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In Loving Memory

STEPHEN D. LOPEZ



Stephen D. Lopez, age 74, went to be with his Lord and Savior on October 30, 2022 at KU Medical Center after the return of cancer for the fourth time, coupled with renal and cardiac complications. He was blessed to have been surrounded by his family.

Stephen was born to parents Viola and Joaquin Lopez in Ventura, CA, who preceded him in death. He is survived by the following: his wife, Catherine; four children, Susan Lopez (Aguilino), Steve Lopez, Jr. (DoeDee), Philip Lopez (Stephanie), and Sara Hardeman (Shawn); Four grandchildren, Rudy Estrada, Grace Lopez, Isabella Lopez Hardeman, and Benjamin Lopez (Julie-mother); Six siblings, Robert Pozos of Springfield, MA, Patricia Fierro of San Gabriel, CA, Shirley Palacios of Kansas City, KS, Joe Lopez (Linda) of Mission, KS, Larry Lopez (Nancy) of Kansas City, KS, and Margaret "Marge" Rivera of Kansas City, Kansas. Stephen

was preceded in death by sibling Ernest "Ernie" Lopez of Chicago, IL. Stephen is also survived by many nieces and nephews who loved him very much.

Stephen is a navy veteran of the Vietnam War, where he served on the USS Guam LPH 9 from '66-'69. There, he earned the Commander Amphibious Group Four certificate award for participating in the astronaut recovery of Charles Conrad and Richard Gordon of the Gemini 11. Stephen also was aboard the USS Oriskany as well as the USS Enterprise. After being honorably discharged, Stephen returned home to Kansas City, KS. Stephen soon went to work for the KCKPD where he began his 30 year tenure as a patrolman. Not long after, he then joined the SWAT team and then became an undercover narcotics officer. He did some work for the ID unit of the PD and ended his career as Sergeant Lopez. During his career he also was involved with the Latino Peace Officers Association (LPOA) and served as treasurer of the FOP for many years post retirement.

Visitation Nov. 08, 2022 5-8 p.m. at New Story Church, 5500 Woodend Avenue Kansas City, KS 66106

Funeral Service NOV 9, 9:00 AM New Story Church, 5500 Woodend Avenue Kansas City, KS 66106 and lay to rest in Leavenworth National Cemetery, 150 Muncie Road Leavenworth, Kansas 66048

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In Loving Memory

ASCENSION "ACE" VASQUEZ

Ascension "Ace" Vasquez, 68 of Westside Kansas City, Missouri joined our Heavenly Father on October 28, 2022.

Ace was born in Kansas City, Missouri on May 27, 1954 to Galo G. & Romalda Vasquez. He worked for International Alliance of Theatrical. Ace loved his job and working with his crew and formed lifelong friendships. His love for Hard Rock, Rhythm & Blues carried from work to his personal life. He loved his Chiefs, Royals and horse races.

Ace was preceded in death by parents, Galo & Romalda Vasquez. He is survived by his loving son, Ascension John Villegas (Monica); and daughter, Melissa Vasquez; Grandchildren, Larry Pacheco Jr. (Jennifer Chinchilla), Christian Pacheco, Jace and Isaiah Villegas, Devin Garcia; Great-Granddaughter, Olivia Grace Pacheco; Siblings, Guadalupe Sarmiento (Richard), Juanita Madrigal (Joseph), Sister Hostia Shields, Jesse (Ruth) and nephews and nieces.

Rosary and visitation were held on Wednesday, November 2, 2022 at Our Lady of Guadalupe Shrine, 901 Cesar Chavez, Kansas City, Missouri, with Mass of Christian Burial following. Inurnment will be at a later date. Condolences may be offered at www.mcgilleymidtownchapel.com



In Loving Memory

CAROLINA RUIZ De VIEYRA

Carolina Ruiz De Vieyra, 68 of Kansas City, Missouri, passed away on October 28, 2022 after a long battle with ovarian cancer. She was born on August 13, 1954 to David Ruiz and Margarita Guzman in Guanajuato, Mexico. She was a member of Kansas City Spanish SDA Church and loved gardening. She was passionate about teaching others to follow a righteous path and encouraged relationships with God. Carolina had an incredible love for serving others and was the spiritual leader of the family. She loved her friends, family and entire community. She filled her home with warmth and kindness. With the heart of an angel she loved nothing more than to help others. No matter how big or small the problem was she was always there for everyone. We will miss her greatly.

Carolina was preceded in death by her father, David Ruiz; mother, Margarita Guzman; her husband, Gonzalo Vieyra; brother, David Ruiz Jr.; and sisters, Sirenia Ruiz and Lydia Ruiz. She is survived by her four children, Jose Vieyra, Maria Tule, Bertha Vieyra, and Yesenia Vieyra; and grandchildren, Alondra Tule, Kiersten Naughton, Maya Tule, Khloe Vieyra and Noah Russell.

Visitation will be held starting at 4:30 p.m. on Thursday, November 3 at Ebenezer Spanish Seventh-Day Adventist Church, 14500 East 39th Street, Independence, MO 64055, with service following at 5:30 p.m. In lieu of flowers, the family is requesting a small donation to her lifelong mission and charity of choice. Donations will be accepted on day of ceremony. Condolences may be offered and memories shared at www.mcgilleymidtownchapel.com

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Latino Press Association.



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Association LLC

Kansas City Hispanic News es
un miembro orgulloso
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de Prensa Latina.

KC Hispanic News

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(Traducción a español)

Germana Toranzo

CIRCULATION (Entregas)

Jessie Mullis

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1 Dismissed Announcement

Home (<https://www.wycokck.org/Home>) / Departments
(<https://www.wycokck.org/Departments>) / **Community Development**

Community Development

The Department of Housing and Urban Development (HUD) funds the Housing and Community Development Department using federal Community Development Block Grant (CDBG). CDBG



is the Unified Government's entitlement grant from HUD. According to federal regulation, the use of these funds is limited to support services that will benefit households of "low and moderate" income, or in areas with significant "slum and blight."

Based on HUD regulations, seventy percent (70%) of the funds expended must benefit low and moderate income persons and respond to at least one of the three following national priorities:

- Benefit low and moderate income persons
- Prevent or eliminate slum and blight
- Urgent need

AS OF SEPTEMBER 2022

Home Repair Program - Open (by appointment only)

Roof Repair Program - Closed from September 30, 2022 to Spring of 2023

PUBLIC NOTICES

Below is a listing of our current Public Notices. Contact us to view archived public notices.

[2019 Annual Action Plan Amendment #3](#) (DOCX, 25KB)

(</files/assets/public/community-development/documents/2019-substantial-amendment-3.docx>).

[November 17th, 2022 Public Hearing Notice](#) (DOCX, 15KB)

(</files/assets/public/community-development/documents/november-17-2022-public-hearing-notice.docx>)

Community Development Block Grant

Fair Housing

kNOw LEAD KCK

Park Drive Neighborhood Project

Plans & Reports

Grant Certification and Forms

RESOLUTION NO. _____

**A RESOLUTION AUTHORIZING A SUBSTANTIAL AMENDMENT OF THE 2019
ANNUAL ACTION PLAN SUBMITTED TO THE U.S. DEPARTMENT OF HOUSING
AND URBAN DEVELOPMENT**

WHEREAS, The City of Kansas City, Kansas is a “metropolitan city” as described in The Housing and Community Development Act of 1974, and as such is entitled to direct block grant allocations from the Community Development Block Grant Program, the HOME Investment Partnership Program, and the Emergency Solutions Grant Program from the U.S. Department of Housing and Urban Development (“HUD”);

WHEREAS, The Housing and Community Development Act of 1974 requires the Unified Government to develop and submit a five-year consolidated plan and subsequent annual action plans, and substantial amendments thereto to HUD as a condition for receipt of direct block grant allocations through the Community Development Block Grant Program, the HOME Investment Partnership Program, and the Emergency Solutions Grant Program, and in which the Unified Government is required to set forth its priorities and goals for each of the three said block grant programs;

WHEREAS, On April 2, 2020 HUD announced a special allocation of Community Development Block Grants (CDBG-CV) to prevent, prepare for and respond to the coronavirus (COVID-19) as authorized by Coronavirus Aid, Relief, and Economic Security Act (CARES Act), Public Law 116-136;

WHEREAS, in order to reprogram CDBG-CV grant funds to continue public services to prevent, prepare for and respond to COVID-19, the Unified Government must submit a Substantial Amendment to the 2019 Annual Action Plan to HUD;

WHEREAS, An authorized representative of the Unified Government is required to execute certain certifications for entitlement grantees as part of the submission process to HUD in accordance with 24 CFR Part 91.

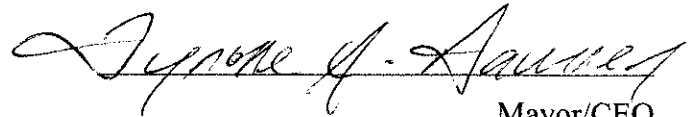
**NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF
UNIFIED GOVERNMENT OF WYANDOTTE COUNTY/KANSAS CITY, KANSAS:**

Section 1. The Unified Government Department of Community Development is hereby authorized to complete and submit the *2019 Annual Action Plan Amendment #3* to HUD.

Section 2. The Mayor/Chief Executive Officer of the Unified Government of Wyandotte County/Kansas City, Kansas is hereby authorized and directed to execute in the name of the Unified Government its certifications for entitlement grantees by the City of Kansas City, Kansas to HUD.

Section 3. All other employees and agents of the Unified Government are hereby authorized to implement the *2019 Annual Action Plan Amendment #3* upon approval.

**ADOPTED BY THE BOARD OF COMMISSIONERS OF WYANDOTTE
COUNTY/KANSAS CITY, KANSAS THIS 17 DAY OF Nov. 2022.**



Mayor/CEO

Tyrone Garner

Attest:

Unified Government Clerk

Approved as to Form:

Unified Government Assistant Counsel

Application for Federal Assistance SF-424

* 1. Type of Submission:

- ☐ Preapplication
☒ Application
☐ Changed/Corrected Application

* 2. Type of Application:

- ☐ New
☒ Continuation
☐ Revision

* If Revision, select appropriate letter(s):

* Other (Specify):

* 3. Date Received:

4. Applicant Identifier:

48-1194075

5a. Federal Entity Identifier:

5b. Federal Award Identifier:

B-19-MC-20-0001

State Use Only:

6. Date Received by State:

7. State Application Identifier:

8. APPLICANT INFORMATION:

* a. Legal Name: Unified Government of Wyandotte County and Kansas City, KS

* b. Employer/Taxpayer Identification Number (EIN/TIN):

48-1194075

* c. UEI:

PD76T7LUCLS2

d. Address:

* Street1: 701 N. 7th Street, Suite 823

Street2:

* City: Kansas City

County/Parish:

* State: KS

Province:

* Country:

USA: UNITED STATES

* Zip / Postal Code: 66101

e. Organizational Unit:

Department Name:

Director of Community Development

Division Name:

f. Name and contact information of person to be contacted on matters involving this application:

Prefix:

* First Name:

Joseph

Middle Name:

* Last Name:

Monslow

Suffix:

Title: Acting Director

Organizational Affiliation:

* Telephone Number: 913-573-5100

Fax Number:

* Email: jmonslow@wycokck.org

Application for Federal Assistance SF-424

*** 9. Type of Applicant 1: Select Applicant Type:**

C: City or Township Government



Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

* Other (specify):

*** 10. Name of Federal Agency:**

U. S. Department of Housing and Urban Development

11. Catalog of Federal Domestic Assistance Number:

14-218

CFDA Title:

Community Development Block Grant

*** 12. Funding Opportunity Number:**

* Title:

13. Competition Identification Number:

Title:

14. Areas Affected by Project (Cities, Counties, States, etc.):

Add Attachment

Delete Attachment

View Attachment

*** 15. Descriptive Title of Applicant's Project:**

Community Development Block Grant

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

Application for Federal Assistance SF-424**16. Congressional Districts Of:**

* a. Applicant

KS-002

* b. Program/Project

KS-002

Attach an additional list of Program/Project Congressional Districts if needed.

Add Attachment

Delete Attachment

View Attachment

17. Proposed Project:

* a. Start Date:

10/1/19

* b. End Date:

9/30/20

18. Estimated Funding (\$):

* a. Federal

2,257,084.00

* b. Applicant

* c. State

* d. Local

* e. Other

* f. Program Income

* g. TOTAL

2,257,084.00

*** 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**☐ a. This application was made available to the State under the Executive Order 12372 Process for review on☐ b. Program is subject to E.O. 12372 but has not been selected by the State for review.☒ c. Program is not covered by E.O. 12372.*** 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**☐ Yes☒ No

If "Yes", provide explanation and attach

Add Attachment

Delete Attachment

View Attachment

21. *By signing this application, I certify (1) to the statements contained in the list of certifications** and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)

☒ ** I AGREE

** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

Authorized Representative:

Prefix:

* First Name:

Tyrone

Middle Name:

* Last Name:

Garner

Suffix:

* Title:

Mayor/ Chief Executive Office

* Telephone Number:

913 573-5010

Fax Number:

* Email:

jmonslow@wycokck.org

* Signature of Authorized Representative:

* Date Signed:

11-22-20

ASSURANCES - CONSTRUCTION PROGRAMS

OMB Number: 4040-0009
Expiration Date: 02/28/2022

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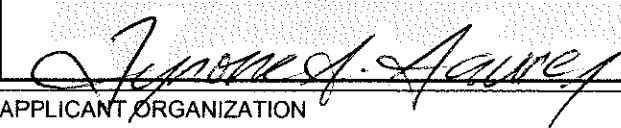
PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.

NOTE: Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the Awarding Agency. Further, certain Federal assistance awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance, and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project costs) to ensure proper planning, management and completion of project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, the right to examine all records, books, papers, or documents related to the assistance; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will not dispose of, modify the use of, or change the terms of the real property title or other interest in the site and facilities without permission and instructions from the awarding agency. Will record the Federal awarding agency directives and will include a covenant in the title of real property acquired in whole or in part with Federal assistance funds to assure non-discrimination during the useful life of the project.
4. Will comply with the requirements of the assistance awarding agency with regard to the drafting, review and approval of construction plans and specifications.
5. Will provide and maintain competent and adequate engineering supervision at the construction site to ensure that the complete work conforms with the approved plans and specifications and will furnish progressive reports and such other information as may be required by the assistance awarding agency or State.
6. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
7. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
8. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards of merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
9. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
10. Will comply with all Federal statutes relating to non-discrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681 1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee 3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.

11. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal and federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
12. Will comply with the provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.
13. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333) regarding labor standards for federally-assisted construction subagreements.
14. Will comply with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
15. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
16. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
17. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq.).
18. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
19. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.
20. Will comply with the requirements of Section 106(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. 7104) which prohibits grant award recipients or a sub-recipient from (1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect (2) Procuring a commercial sex act during the period of time that the award is in effect or (3) Using forced labor in the performance of the award or subawards under the award.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL	TITLE
	Mayor/CEO
APPLICANT ORGANIZATION	DATE SUBMITTED
Unified Government of Wyandotte County/ Kansas City, KS	11/22/2022

Application for Federal Assistance SF-424

* 1. Type of Submission:

- ☐ Preapplication
☒ Application
☐ Changed/Corrected Application

* 2. Type of Application:

- ☐ New
☒ Continuation
☐ Revision

* If Revision, select appropriate letter(s):

* Other (Specify):

* 3. Date Received:

4. Applicant Identifier:

48-1194075

5a. Federal Entity Identifier:

5b. Federal Award Identifier:

B-20-MW-20-0001

State Use Only:

6. Date Received by State:

7. State Application Identifier:

8. APPLICANT INFORMATION:

* a. Legal Name: Unified Government of Wyandotte County and Kansas City, KS

* b. Employer/Taxpayer Identification Number (EIN/TIN):

48-1194075

* c. UEI:

PD76T7LUCLS2

d. Address:

* Street1: 701 N. 7th Street, Suite 823

Street2:

* City: Kansas City

County/Parish:

* State: KS

Province:

* Country:

USA: UNITED STATES

* Zip / Postal Code: 66101

e. Organizational Unit:

Department Name:

Director of Community Development

Division Name:

f. Name and contact information of person to be contacted on matters involving this application:

Prefix:

* First Name:

Joseph

Middle Name:

* Last Name:

Monslow

Suffix:

Title: Acting Director

Organizational Affiliation:

* Telephone Number: 913-573-5100

Fax Number:

* Email: jmonslow@wycokck.org

Application for Federal Assistance SF-424

*** 9. Type of Applicant 1: Select Applicant Type:**

C: City or Township Government



Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

* Other (specify):

*** 10. Name of Federal Agency:**

U. S. Department of Housing and Urban Development

11. Catalog of Federal Domestic Assistance Number:

14-218

CFDA Title:

Community Development Block Grant- CARES Act

*** 12. Funding Opportunity Number:**

* Title:

13. Competition Identification Number:

Title:

14. Areas Affected by Project (Cities, Counties, States, etc.):

Add Attachment

Delete Attachment

View Attachment

*** 15. Descriptive Title of Applicant's Project:**

Community Development Block Grant- CARES Act

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

Application for Federal Assistance SF-424**16. Congressional Districts Of:**

* a. Applicant

KS-002

* b. Program/Project

KS-002

Attach an additional list of Program/Project Congressional Districts if needed.

Add Attachment

Delete Attachment

View Attachment

17. Proposed Project:

* a. Start Date:

10/1/19

* b. End Date:

9/30/20

18. Estimated Funding (\$):

* a. Federal

2,143,980.00

* b. Applicant

* c. State

* d. Local

* e. Other

* f. Program Income

* g. TOTAL

2,143,980.00

*** 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**☐ a. This application was made available to the State under the Executive Order 12372 Process for review on☐ b. Program is subject to E.O. 12372 but has not been selected by the State for review.☒ c. Program is not covered by E.O. 12372.*** 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**☐ Yes☒ No

If "Yes", provide explanation and attach

Add Attachment

Delete Attachment

View Attachment

21. *By signing this application, I certify (1) to the statements contained in the list of certifications** and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)

☒ ** I AGREE

** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

Authorized Representative:

Prefix:

* First Name:

Tyrone

Middle Name:

* Last Name:

Garner

Suffix:

* Title:

Mayor/ Chief Executive Office

* Telephone Number:

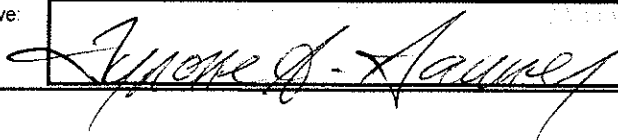
913 573-5010

Fax Number:

* Email:

jmonslow@wycokck.org

* Signature of Authorized Representative:



* Date Signed:

11-27-22

ASSURANCES - CONSTRUCTION PROGRAMS

OMB Number: 4040-0009
Expiration Date: 02/28/2022

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PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.

NOTE: Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the Awarding Agency. Further, certain Federal assistance awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance, and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project costs) to ensure proper planning, management and completion of project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, the right to examine all records, books, papers, or documents related to the assistance; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will not dispose of, modify the use of, or change the terms of the real property title or other interest in the site and facilities without permission and instructions from the awarding agency. Will record the Federal awarding agency directives and will include a covenant in the title of real property acquired in whole or in part with Federal assistance funds to assure non-discrimination during the useful life of the project.
4. Will comply with the requirements of the assistance awarding agency with regard to the drafting, review and approval of construction plans and specifications.
5. Will provide and maintain competent and adequate engineering supervision at the construction site to ensure that the complete work conforms with the approved plans and specifications and will furnish progressive reports and such other information as may be required by the assistance awarding agency or State.
6. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
7. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
8. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards of merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
9. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
10. Will comply with all Federal statutes relating to non-discrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681 1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee 3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.

11. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal and federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
12. Will comply with the provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.
13. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333) regarding labor standards for federally-assisted construction subagreements.
14. Will comply with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
15. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
16. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
17. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq.).
18. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
19. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.
20. Will comply with the requirements of Section 106(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. 7104) which prohibits grant award recipients or a sub-recipient from (1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect (2) Procuring a commercial sex act during the period of time that the award is in effect or (3) Using forced labor in the performance of the award or subawards under the award.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL	TITLE
	Mayor/CEO
APPLICANT ORGANIZATION	DATE SUBMITTED
Unified Government of Wyandotte County/ Kansas City, KS	11/22/2022

Application for Federal Assistance SF-424

* 1. Type of Submission:

- ☐ Preapplication
☒ Application
☐ Changed/Corrected Application

* 2. Type of Application:

- ☐ New
☒ Continuation
☐ Revision

* If Revision, select appropriate letter(s):

* Other (Specify):

* 3. Date Received:

4. Applicant Identifier:

48-1194075

5a. Federal Entity Identifier:

5b. Federal Award Identifier:

M-19-MC-20-0200

State Use Only:

6. Date Received by State:

7. State Application Identifier:

8. APPLICANT INFORMATION:

* a. Legal Name: Unified Government of Wyandotte County and Kansas City, KS

* b. Employer/Taxpayer Identification Number (EIN/TIN):

48-1194075

* c. UEI:

PD76T7LUCLS2

d. Address:

* Street1: 701 N. 7th Street, Suite 823

Street2:

* City: Kansas City

County/Parish:

* State: KS

Province:

* Country:

USA: UNITED STATES

* Zip / Postal Code: 66101

e. Organizational Unit:

Department Name:

Director of Community Development

Division Name:

f. Name and contact information of person to be contacted on matters involving this application:

Prefix:

* First Name:

Joseph

Middle Name:

* Last Name:

Monslow

Suffix:

Title: Acting Director

Organizational Affiliation:

* Telephone Number: 913-573-5100

Fax Number:

* Email: jmonslow@wycokck.org

Application for Federal Assistance SF-424

*** 9. Type of Applicant 1: Select Applicant Type:**

C: City or Township Government



Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

* Other (specify):

*** 10. Name of Federal Agency:**

U. S. Department of Housing and Urban Development

11. Catalog of Federal Domestic Assistance Number:

14.239

CFDA Title:

HOME Investment Partnership Program

*** 12. Funding Opportunity Number:**

* Title:

13. Competition Identification Number:

Title:

14. Areas Affected by Project (Cities, Counties, States, etc.):

Add Attachment

Delete Attachment

View Attachment

*** 15. Descriptive Title of Applicant's Project:**

HOME Investment Partnership Program

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

Application for Federal Assistance SF-424**16. Congressional Districts Of:**

* a. Applicant

KS-002

* b. Program/Project

KS-002

Attach an additional list of Program/Project Congressional Districts if needed.

Add Attachment

Delete Attachment

View Attachment

17. Proposed Project:

* a. Start Date:

10/1/19

* b. End Date:

9/30/20

18. Estimated Funding (\$):

* a. Federal

813,505.00

* b. Applicant

* c. State

* d. Local

* e. Other

* f. Program Income

* g. TOTAL

813,505.00

*** 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**☐ a. This application was made available to the State under the Executive Order 12372 Process for review on☐ b. Program is subject to E.O. 12372 but has not been selected by the State for review.☒ c. Program is not covered by E.O. 12372.*** 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**☐ Yes☒ No

If "Yes", provide explanation and attach

Add Attachment

Delete Attachment

View Attachment

21. *By signing this application, I certify (1) to the statements contained in the list of certifications** and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)

☒ ** I AGREE

** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

Authorized Representative:

Prefix:

* First Name:

Tyrone

Middle Name:

* Last Name:

Garner

Suffix:

* Title:

Mayor/ Chief Executive Office

* Telephone Number:

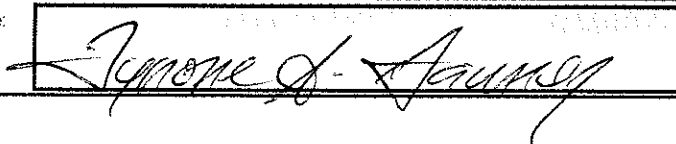
913 573-5010

Fax Number:

* Email:

jmonslow@wycokck.org

* Signature of Authorized Representative:



* Date Signed:

11-22-20

ASSURANCES - CONSTRUCTION PROGRAMS

OMB Number: 4040-0009
Expiration Date: 02/28/2022

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0042), Washington, DC 20503.

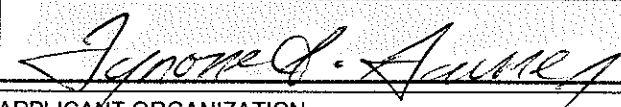
PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.

NOTE: Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the Awarding Agency. Further, certain Federal assistance awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance, and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project costs) to ensure proper planning, management and completion of project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, the right to examine all records, books, papers, or documents related to the assistance; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will not dispose of, modify the use of, or change the terms of the real property title or other interest in the site and facilities without permission and instructions from the awarding agency. Will record the Federal awarding agency directives and will include a covenant in the title of real property acquired in whole or in part with Federal assistance funds to assure non-discrimination during the useful life of the project.
4. Will comply with the requirements of the assistance awarding agency with regard to the drafting, review and approval of construction plans and specifications.
5. Will provide and maintain competent and adequate engineering supervision at the construction site to ensure that the complete work conforms with the approved plans and specifications and will furnish progressive reports and such other information as may be required by the assistance awarding agency or State.
6. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
7. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
8. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards of merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
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11. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal and federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
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14. Will comply with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
15. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
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18. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
19. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.
20. Will comply with the requirements of Section 106(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. 7104) which prohibits grant award recipients or a sub-recipient from (1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect (2) Procuring a commercial sex act during the period of time that the award is in effect or (3) Using forced labor in the performance of the award or subawards under the award.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL	TITLE
	Mayor/CEO
APPLICANT ORGANIZATION	DATE SUBMITTED
Unified Government of Wyandotte County/ Kansas City, KS	11/22/2022

Application for Federal Assistance SF-424

* 1. Type of Submission:

- ☐ Preapplication
☒ Application
☐ Changed/Corrected Application

* 2. Type of Application:

- ☐ New
☒ Continuation
☐ Revision

* If Revision, select appropriate letter(s):

* Other (Specify):

* 3. Date Received:

4. Applicant Identifier:

48-1194075

5a. Federal Entity Identifier:

5b. Federal Award Identifier:

E-19-MC-20-0001

State Use Only:

6. Date Received by State:

7. State Application Identifier:

8. APPLICANT INFORMATION:

* a. Legal Name: Unified Government of Wyandotte County and Kansas City, KS

* b. Employer/Taxpayer Identification Number (EIN/TIN):

48-1194075

* c. UEI:

PD76T7LUCLS2

d. Address:

* Street1:

701 N. 7th Street, Suite 823

Street2:

* City:

Kansas City

County/Parish:

* State:

KS

Province:

* Country:

USA: UNITED STATES

* Zip / Postal Code:

66101

e. Organizational Unit:

Department Name:

Director of Community Development

Division Name:

f. Name and contact information of person to be contacted on matters involving this application:

Prefix:

* First Name:

Joseph

Middle Name:

* Last Name:

Monslow

Suffix:

Title:

Acting Director

Organizational Affiliation:

* Telephone Number: 913-573-5100

Fax Number:

* Email: jmonslow@wycokck.org

Application for Federal Assistance SF-424

*** 9. Type of Applicant 1: Select Applicant Type:**

C: City or Township Government



Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

* Other (specify):

*** 10. Name of Federal Agency:**

U. S. Department of Housing and Urban Development

11. Catalog of Federal Domestic Assistance Number:

14.231

CFDA Title:

Emergency Solutions Grant Program

*** 12. Funding Opportunity Number:**

* Title:

13. Competition Identification Number:

Title:

14. Areas Affected by Project (Cities, Counties, States, etc.):

Add Attachment

Delete Attachment

View Attachment

*** 15. Descriptive Title of Applicant's Project:**

Emergency Solutions Grant Program

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

Application for Federal Assistance SF-424**16. Congressional Districts Of:**

* a. Applicant

KS-002

* b. Program/Project

KS-002

Attach an additional list of Program/Project Congressional Districts if needed.

Add Attachment

Delete Attachment

View Attachment

17. Proposed Project:

* a. Start Date:

10/1/19

* b. End Date:

9/30/20

18. Estimated Funding (\$):

* a. Federal

189,822.00

* b. Applicant

* c. State

* d. Local

* e. Other

* f. Program Income

* g. TOTAL

189,822.00

*** 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**☐ a. This application was made available to the State under the Executive Order 12372 Process for review on☐ b. Program is subject to E.O. 12372 but has not been selected by the State for review.☒ c. Program is not covered by E.O. 12372.*** 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**☐ Yes☒ No

If "Yes", provide explanation and attach

Add Attachment

Delete Attachment

View Attachment

21. *By signing this application, I certify (1) to the statements contained in the list of certifications** and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)

☒ ** I AGREE

** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

Authorized Representative:

Prefix:

* First Name: Tyrone

Middle Name:

* Last Name: Garner

Suffix:

* Title:

Mayor/ Chief Executive Office

* Telephone Number:

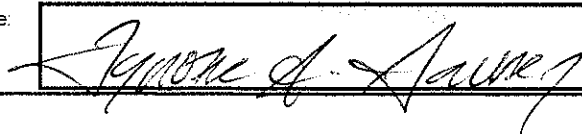
913 573-5010

Fax Number:

* Email:

jmonslow@wycokck.org

* Signature of Authorized Representative:



* Date Signed:

11-22-20

ASSURANCES - CONSTRUCTION PROGRAMS

OMB Number: 4040-0009
Expiration Date: 02/28/2022

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0042), Washington, DC 20503.

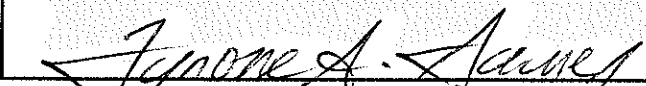
PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.

NOTE: Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the Awarding Agency. Further, certain Federal assistance awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance, and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project costs) to ensure proper planning, management and completion of project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, the right to examine all records, books, papers, or documents related to the assistance; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will not dispose of, modify the use of, or change the terms of the real property title or other interest in the site and facilities without permission and instructions from the awarding agency. Will record the Federal awarding agency directives and will include a covenant in the title of real property acquired in whole or in part with Federal assistance funds to assure non-discrimination during the useful life of the project.
4. Will comply with the requirements of the assistance awarding agency with regard to the drafting, review and approval of construction plans and specifications.
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15. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
16. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
17. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq.).
18. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
19. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.
20. Will comply with the requirements of Section 106(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. 7104) which prohibits grant award recipients or a sub-recipient from (1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect (2) Procuring a commercial sex act during the period of time that the award is in effect or (3) Using forced labor in the performance of the award or subawards under the award.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL	TITLE
	Mayor/CEO
APPLICANT ORGANIZATION	DATE SUBMITTED
Unified Government of Wyandotte County/ Kansas City, KS	11/22/2022

Application for Federal Assistance SF-424

* 1. Type of Submission:

- ☐ Preapplication
☒ Application
☐ Changed/Corrected Application

* 2. Type of Application:

- ☐ New
☒ Continuation
☐ Revision

* If Revision, select appropriate letter(s):

* Other (Specify):

* 3. Date Received:

4. Applicant Identifier:

48-1194075

5a. Federal Entity Identifier:

5b. Federal Award Identifier:

E-20-MW-20-0001

State Use Only:

6. Date Received by State:

7. State Application Identifier:

8. APPLICANT INFORMATION:

* a. Legal Name:

Unified Government of Wyandotte County and Kansas City, KS

* b. Employer/Taxpayer Identification Number (EIN/TIN):

48-1194075

* c. UEI:

PD76T7LUCLS2

d. Address:

* Street1:

701 N. 7th Street, Suite 823

Street2:

* City:

Kansas City

County/Parish:

* State:

KS

Province:

* Country:

USA: UNITED STATES

* Zip / Postal Code:

66101

e. Organizational Unit:

Department Name:

Director of Community Development

Division Name:

f. Name and contact information of person to be contacted on matters involving this application:

Prefix:

* First Name:

Joseph

Middle Name:

* Last Name:

Monslow

Suffix:

Title:

Acting Director

Organizational Affiliation:

* Telephone Number:

913-573-5100

Fax Number:

* Email:

jmonslow@wycokck.org

Application for Federal Assistance SF-424

*** 9. Type of Applicant 1: Select Applicant Type:**

C: City or Township Government



Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

* Other (specify):

*** 10. Name of Federal Agency:**

U. S. Department of Housing and Urban Development

11. Catalog of Federal Domestic Assistance Number:

14.231

CFDA Title:

Emergency Solutions Grant Program- CARES Act

*** 12. Funding Opportunity Number:**

* Title:

13. Competition Identification Number:

Title:

14. Areas Affected by Project (Cities, Counties, States, etc.):

Add Attachment

Delete Attachment

View Attachment

*** 15. Descriptive Title of Applicant's Project:**

Emergency Solutions Grant Program- CARES Act

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

Application for Federal Assistance SF-424**16. Congressional Districts Of:**

* a. Applicant

KS-002

* b. Program/Project

KS-002

Attach an additional list of Program/Project Congressional Districts if needed.

Add Attachment

Delete Attachment

View Attachment

17. Proposed Project:

* a. Start Date:

10/1/20

* b. End Date:

9/30/21

18. Estimated Funding (\$):

* a. Federal

2,391,577.00

* b. Applicant

* c. State

* d. Local

* e. Other

* f. Program Income

* g. TOTAL

2,391,577.00

*** 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**☐ a. This application was made available to the State under the Executive Order 12372 Process for review on☐ b. Program is subject to E.O. 12372 but has not been selected by the State for review.☒ c. Program is not covered by E.O. 12372.*** 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**☐ Yes☒ No

If "Yes", provide explanation and attach

Add Attachment

Delete Attachment

View Attachment

21. *By signing this application, I certify (1) to the statements contained in the list of certifications and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)**

☒ ** I AGREE

** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

Authorized Representative:

Prefix:

* First Name:

Tyrone

Middle Name:

* Last Name:

Garner

Suffix:

* Title:

Mayor/ Chief Executive Office

* Telephone Number:

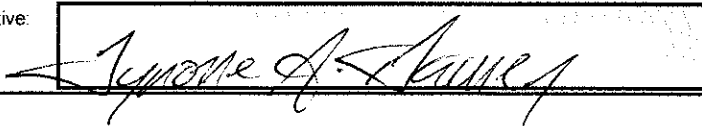
913 573-5010

Fax Number:

* Email:

jmonslow@wycokck.org

* Signature of Authorized Representative:



* Date Signed:

11-22-22

ASSURANCES - CONSTRUCTION PROGRAMS

OMB Number: 4040-0009
Expiration Date: 02/28/2022

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0042), Washington, DC 20503.

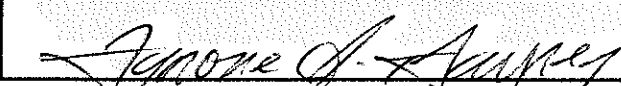
PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.

NOTE: Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the Awarding Agency. Further, certain Federal assistance awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance, and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project costs) to ensure proper planning, management and completion of project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, the right to examine all records, books, papers, or documents related to the assistance; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will not dispose of, modify the use of, or change the terms of the real property title or other interest in the site and facilities without permission and instructions from the awarding agency. Will record the Federal awarding agency directives and will include a covenant in the title of real property acquired in whole or in part with Federal assistance funds to assure non-discrimination during the useful life of the project.
4. Will comply with the requirements of the assistance awarding agency with regard to the drafting, review and approval of construction plans and specifications.
5. Will provide and maintain competent and adequate engineering supervision at the construction site to ensure that the complete work conforms with the approved plans and specifications and will furnish progressive reports and such other information as may be required by the assistance awarding agency or State.
6. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
7. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
8. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards of merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
9. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
10. Will comply with all Federal statutes relating to non-discrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681 1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee 3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.

11. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal and federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
12. Will comply with the provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.
13. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333) regarding labor standards for federally-assisted construction subagreements.
14. Will comply with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
15. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
16. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
17. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq).
18. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
19. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.
20. Will comply with the requirements of Section 106(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. 7104) which prohibits grant award recipients or a sub-recipient from (1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect (2) Procuring a commercial sex act during the period of time that the award is in effect or (3) Using forced labor in the performance of the award or subawards under the award.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL	TITLE
	Mayor/CEO
APPLICANT ORGANIZATION	DATE SUBMITTED
Unified Government of Wyandotte County/ Kansas City, KS	11/22/2022

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.

Uniform Relocation Act and 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, (42 U.S.C. 4601-4655) and implementing regulations at 49 CFR Part 24. It has in effect and is following a residential anti-displacement and relocation assistance plan required under 24 CFR Part 42 in connection with any activity assisted with funding under the Community Development Block Grant or HOME programs.

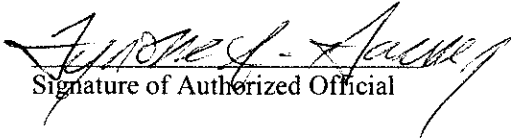
Anti-Lobbying --To the best of the jurisdiction's knowledge and belief:

1. 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;
2. 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
3. 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 Community Development Block Grant, HOME, Emergency Solutions Grant, and Housing Opportunities for Persons With AIDS funds are consistent with the strategic plan in the jurisdiction's consolidated plan.

Section 3 -- It will comply with section 3 of the Housing and Urban Development Act of 1968 (12 U.S.C. 1701u) and implementing regulations at 24 CFR Part 135.


Signature of Authorized Official

11-22-22
Date


Title

Specific Community Development Block Grant 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 plan identifies community development and housing needs and specifies both short-term and long-term community development objectives that have been developed in accordance with the primary objective of the CDBG program (i.e., the development of viable urban communities, by providing decent housing and expanding economic opportunities, primarily for persons of low and moderate income) and requirements of 24 CFR Parts 91 and 570.

Following a Plan -- It is following a current consolidated plan that has been approved by HUD.

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

1. Maximum Feasible Priority. With respect to activities expected to be assisted with CDBG funds, 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 CDBG-assisted activities which the grantee certifies are designed to meet other community development needs having 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 (see Optional CDBG Certification).

2. Overall Benefit. The aggregate use of CDBG funds, including Section 108 guaranteed loans, during program year(s) 2018, 2019, 2020 [a period specified by the grantee 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.

3. 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.

In addition, 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.

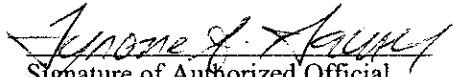
Excessive Force -- It has adopted and is enforcing:

1. 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
2. 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.

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 U.S.C. 2000d) and the Fair Housing Act (42 U.S.C. 3601-3619) and implementing regulations.

Lead-Based Paint -- Its activities concerning lead-based paint will comply with the requirements of 24 CFR Part 35, Subparts A, B, J, K and R.

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


Signature of Authorized Official

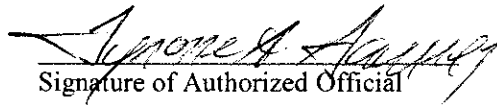
11-22-22
Date


Title

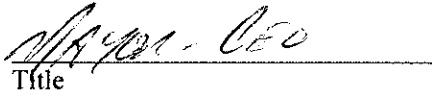
OPTIONAL Community Development Block Grant Certification

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 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 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.


Signature of Authorized Official

11-22-22
Date


Title

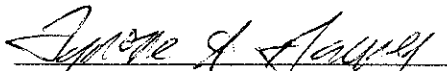
Specific HOME Certifications

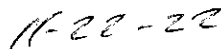
The HOME participating jurisdiction certifies that:


Tenant Based Rental Assistance -- If it plans to provide tenant-based rental assistance, the tenant-based rental assistance is an essential element of its consolidated plan.

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.

Subsidy layering -- 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;


Signature of Authorized Official


Date


Title

Emergency Solutions Grants Certifications

The Emergency Solutions Grants Program recipient certifies that:

Major rehabilitation/conversion/renovation – If an emergency shelter's rehabilitation costs exceed 75 percent of the value of the building before rehabilitation, the recipient will maintain the building as a shelter for homeless individuals and families for a minimum of 10 years after the date the building is first occupied by a homeless individual or family after the completed rehabilitation.

If the cost to convert a building into an emergency shelter exceeds 75 percent of the value of the building after conversion, the recipient will maintain the building as a shelter for homeless individuals and families for a minimum of 10 years after the date the building is first occupied by a homeless individual or family after the completed conversion.

In all other cases where ESG funds are used for renovation, the recipient will maintain the building as a shelter for homeless individuals and families for a minimum of 3 years after the date the building is first occupied by a homeless individual or family after the completed renovation.

Essential Services and Operating Costs – In the case of assistance involving shelter operations or essential services related to street outreach or emergency shelter, the recipient will provide services or shelter to homeless individuals and families for the period during which the ESG assistance is provided, without regard to a particular site or structure, so long the recipient serves the same type of persons (e.g., families with children, unaccompanied youth, disabled individuals, or victims of domestic violence) or persons in the same geographic area.

Renovation – Any renovation carried out with ESG assistance shall be sufficient to ensure that the building involved is safe and sanitary.

Supportive Services – The recipient will assist homeless individuals in obtaining permanent housing, appropriate supportive services (including medical and mental health treatment, victim services, counseling, supervision, and other services essential for achieving independent living), and other Federal, State, local, and private assistance available for these individuals.


Matching Funds – The recipient will obtain matching amounts required under 24 CFR 576.201.

Confidentiality – The recipient has established and is implementing procedures to ensure the confidentiality of records pertaining to any individual provided family violence prevention or treatment services under any project assisted under the ESG program, including protection against the release of the address or location of any family violence shelter project, except with the written authorization of the person responsible for the operation of that shelter.

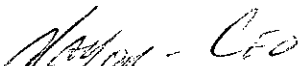
Homeless Persons Involvement – To the maximum extent practicable, the recipient will involve, through employment, volunteer services, or otherwise, homeless individuals and families in constructing, renovating, maintaining, and operating facilities assisted under the ESG program, in providing services assisted under the ESG program, and in providing services for occupants of facilities assisted under the program.

Consolidated Plan – All activities the recipient undertakes with assistance under ESG are consistent with its consolidated plan.

Discharge Policy – The recipient will establish 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, mental health facilities, foster care or other youth facilities, or correction programs and institutions) in order to prevent this discharge from immediately resulting in homelessness for these persons.


Signature of Authorized Official

11.27.22
Date


Title

APPENDIX TO CERTIFICATIONS

INSTRUCTIONS CONCERNING LOBBYING CERTIFICATION:

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.

INTERIM ESG-CV Certifications (NON-STATE)

The Emergency Solutions Grants Program Recipient certifies that:

Major rehabilitation/conversion – If an emergency shelter's rehabilitation costs exceed 75 percent of the value of the building before rehabilitation, the jurisdiction will maintain the building as a shelter for homeless individuals and families for a minimum of 10 years after the date the building is first occupied by a homeless individual or family after the completed rehabilitation. If the cost to convert a building into an emergency shelter exceeds 75 percent of the value of the building after conversion, the jurisdiction will maintain the building as a shelter for homeless individuals and families for a minimum of 10 years after the date the building is first occupied by a homeless individual or family after the completed conversion. In all other cases where ESG funds are used for renovation, the jurisdiction will maintain the building as a shelter for homeless individuals and families for a minimum of 3 years after the date the building is first occupied by a homeless individual or family after the completed renovation.

EXCEPTION: In accordance with the CARES Act, the certifications in this paragraph do not apply with respect to CARES Act funding that is used to provide temporary emergency shelters (through leasing of existing property, temporary structures, or other means) to prevent, prepare for, and respond to coronavirus.

Essential Services and Operating Costs – In the case of assistance involving shelter operations or essential services related to street outreach or emergency shelter, the jurisdiction will provide services or shelter to homeless individuals and families for the period during which the ESG assistance is provided, without regard to a particular site or structure, so long the jurisdiction serves the same type of persons (e.g., families with children, unaccompanied youth, disabled individuals, or victims of domestic violence) or persons in the same geographic area.

EXCEPTION: In accordance with the CARES Act, the certification in this paragraph does not apply with respect to CARES Act funding that is used to provide temporary emergency shelters (through leasing of existing property, temporary structures, or other means) to prevent, prepare for, and respond to coronavirus.

Renovation – Any renovation carried out with ESG assistance shall be sufficient to ensure that the building involved is safe and sanitary.

Supportive Services – The jurisdiction will assist homeless individuals in obtaining permanent housing, appropriate supportive services (including medical and mental health treatment, victim services, counseling, supervision, and other services essential for achieving independent living), and other Federal State, local, and private assistance available for such individuals.

~~**Matching Funds** – The jurisdiction will obtain matching amounts required under 24 CFR 576.201.~~

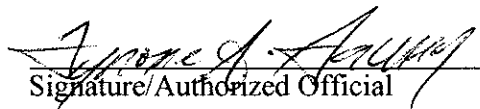
Confidentiality – The jurisdiction has established and is implementing procedures to ensure the confidentiality of records pertaining to any individual provided family violence prevention or treatment services under any project assisted under the ESG program, including protection against the release of the address or location of any family violence shelter project, except with

the written authorization of the person responsible for the operation of that shelter.

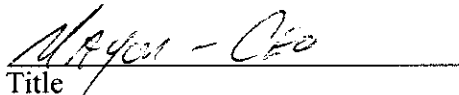
Homeless Persons Involvement – To the maximum extent practicable, the jurisdiction will involve, through employment, volunteer services, or otherwise, homeless individuals and families in constructing, renovating, maintaining, and operating facilities assisted under the ESG program, in providing services assisted under the ESG program, and in providing services for occupants of facilities assisted under the program.

Consolidated Plan – All activities the jurisdiction undertakes with assistance under ESG are consistent with the jurisdiction's consolidated plan.

Discharge Policy – The jurisdiction will establish 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, mental health facilities, foster care or other youth facilities, or correction programs and institutions) in order to prevent this discharge from immediately resulting in homelessness for these persons.


Signature/Authorized Official

11-22-22
Date


Title

Emergency Solutions Grant Procedures



Community Development

Emergency Solutions Grant Funds

Policy and Procedures

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I. Program Description

ESG funds are awarded by HUD under the Homeless Emergency Assistance and Rapid Transition to Housing Act of 2009 (HEARTH Act). The HEARTH Act improves administrative efficiency and enhances response coordination and effectiveness in addressing the needs of homeless persons. The Act adds short- and medium-term rental assistance and services to rapidly re-house homeless people, and places greater emphasis on helping people quickly regain stability in permanent housing after experiencing a housing crisis and/or homelessness. In addition, the HEARTH Act provides grantees with the programmatic framework to maximize communitywide planning and strategic use of resources, and to improve coordination and integrate with mainstream services to increase efficiency, including services funded by other programs targeted to homeless people.

HUD drew from its recent program experience with the Homelessness Prevention and Rapid Re-Housing Program (HPRP), a temporary program, to establish the regulations for the ESG program, a permanent program. **These funds must exclusively be used for Street Outreach, Emergency Shelter, Homelessness Prevention Assistance, Rapid Re-housing Assistance, Homeless Management Information Systems (HMIS), and Administration.**

II. Grant Terms

Grants will begin on October 1st and end on September 30th. It is required that 100% of the funds be expended by September 30th.

III. Target Population

This program is targeted to individuals and families who “but for” this assistance will become or remain homeless. The Unified Government of Wyandotte County/Kansas City, KS is requiring file documentation to verify need, as defined on the Homeless Certification, Form No. 2, and At Risk of Homeless Certification, Form No. 3. The amount of funds that will be available to recipients will likely not be enough to serve all persons at risk of homelessness; communities must prioritize funding as follows:

Rapid Re-housing: Target

1. Homeless Individual with a Disability, as defined by HUD. (See ESG Form No. 4)
2. Chronically Homeless (See ESG Form No. 2)
3. General Homeless (See ESG Form No. 2)
- **Zero income individuals and families can and should be assisted with ESG for rapid re-housing.**

Prevention:

Target

1. Those closest to going to a shelter, car, or the street.
 - Risk factors for those most in need would include:
 - Extremely low incomes;
 - Criminal histories;
 - Behavioral health issues;
 - Poor employment histories.

Risk factors that make finding and maintaining housing more challenging should be used to screen people into assistance rather than screening them out.

IV. Use of the Funds:

There are six categories of eligible activities for these funds:

1. Street Outreach
2. Emergency Shelter
3. Homelessness Prevention Assistance
4. Rapid Re-housing Assistance

- 5. HMIS
- 6. Administrative

These eligible activities are intentionally focused on housing—either financial assistance to help pay for housing or services designed to keep people in housing or to obtain housing. This assistance is *not* intended to provide long-term support for program participants, nor will it be able to address all of the financial and supportive services needs of households that affect housing stability. Rather, assistance should be focused on housing stabilization, linking program participants to community resources and mainstream benefits, and helping participants develop a plan for preventing future housing instability.

Street Outreach

- Essential Services: services related to reaching out to unsheltered homeless individuals and families, connecting them with emergency shelter, housing, or critical services, and providing them with urgent, non-facility-based care. Eligible costs include engagement, case management, and transportation for outreach staff.

Emergency Shelter

- Essential Services: Case management related to emergency shelter, *referrals* to employment, healthcare, substance abuse and related services within the community. (Note that *referrals* can be provided, however, **direct case management** for employment, health, substance abuse and other related services cannot be provided with these funds).
- Shelter Operations: including maintenance, rent, repair, security, fuel, insurance, and utilities.

Homelessness Prevention Assistance

- ** Housing relocation and stabilization services (case management).
- Leasing assistance, as necessary, to prevent the individual or family from becoming homeless when the assistance is necessary to help program participants regain stability in their current permanent housing or move into other permanent housing and achieve stability in that housing. Eligible costs include housing search and placement, housing stability case management, rental arrearages, leasing assistance, security deposits, utility deposits, utility arrearages, mediation, and cost for obtaining identification.

Rapid Re-housing Assistance

- ** Housing relocation and stabilization services (case management).

Leasing assistance as necessary to help individuals or families living in shelters or in places not meant for human habitation to move as quickly as possible into permanent housing and achieve stability in that housing. Eligible costs include housing search and placement, housing stability case management, leasing assistance, security deposits, utility deposits, utility arrearages, mediation, and cost for obtaining identification.

Both Prevention & Rapid Re-housing funds can be utilized for short-term and medium term assistance.

1. Short-term rental assistance is assistance for up to 3 months of rent.
2. Medium-term rental assistance is assistance for more than 3 months but not more than 24 months of rent.
3. Payment of rental arrears consists of a one-time payment for up to 6 months of rent in arrears, including any late fees on those arrears.

Rent restrictions. (1) Rental assistance cannot be provided unless the rent does not exceed the Fair Market Rent established by HUD, as provided under 24 CFR part 888, and complies with HUD's standard of rent reasonableness, as established under 24 CFR 982.507.

- ** Housing Relocation and Stabilization Services** - Funds must be used to create and implement a comprehensive, easily accessible service and housing response system that addresses the needs of those who are homeless or at serious risk of homelessness.

Eligible activities include:

- Housing stabilization services include arranging, coordinating, linking and monitoring the delivery services that assist participants to obtain and sustain housing stability; this includes the salary of the Housing Resource Specialist(s)/Case Manager;
- Transportation/travel for supportive housing stabilization services, i.e. visit a participant;
- Costs associated with cell phones to support housing stabilization services.

HMIS/Data Collection and Evaluation will be conducted via HMIS. Cost associated with data collection is limited to one percent (1%) of the total grant amount. The HEARTH Act requires that data collection and reporting for ESG be conducted via HMIS.

- When providing utility assistance only, a utility service entry must be made in HMIS. If providing case management along with the utility assistance, an entry/exit must be entered in HMIS.
- Children residing in the household must be entered into HMIS.
- Eligible costs. (1) The recipient or sub recipient may use ESG funds to pay the costs of contributing data to the HMIS designated by the Continuum of Care for the area, including the costs of:
 - a. Purchasing or leasing computer hardware;
 - b. Purchasing software or software licenses;
 - c. Purchasing or leasing equipment, including telephones, fax machines, and furniture;
 - d. Obtaining technical support;
 - e. Leasing office space;
 - f. Paying charges for electricity, gas, water, phone service, and high-speed data transmission necessary to operate or contribute data to the HMIS;
 - g. Paying salaries for operating HMIS, including:
 - 1) Completing data entry;
 - 2) Monitoring and reviewing data quality;
 - 3) Completing data analysis;
 - 4) Reporting to the HMIS Lead;
 - 5) Training staff on using the HMIS or comparable database; and
 - 6) Implementing and complying with HMIS requirements;
 - h. Paying costs of staff to travel to and attend HUD-sponsored and HUD-approved training on HMIS and programs authorized by Title IV of the McKinney-Vento Homeless Assistance Act;
 - i. Paying staff travel costs to conduct intake

Administrative Costs are limited to seven percent (7.5%) of the total grant amount. The Unified Government of Wyandotte County/Kansas City, KS retain all administrative funds. Eligible expenses include:

- Space costs (office space, utilities);
- Communication costs (printing, telephone, copying, postage);
- Supplies (paper, files, office supplies);
- Staff training for ESG related activities;
- Supervisor's pay only if directly relates to supervision of ESG staff;

Documentation for administrative costs includes timesheets or a log of hours spent working on ESG administrative activities, invoices for supplies/materials, phone bills, utilities etc.

Financial Assistance is available for persons who are income eligible, have a demonstrated housing crisis, and lack necessary resources. Funds must be targeted based upon individual assessments of personal need. Each program participant must have a *Housing Plan* developed that identifies defined goals, outcomes, and timelines that provides a framework for achieving housing stability. Financial assistance includes: rental assistance, rental arrearages, security deposits, utility deposits and utility arrearages.

The following criteria **must be met** for people who are homeless or those who are at risk of homelessness to qualify for resources and/or support under this program:

- An initial consultation with a Housing Resource Specialist/Case Manager to determine need must be held and entered in HMIS and in the participant's file. The households must meet the following circumstances:
 - a) No appropriate, subsequent housing options have been identified; **AND**
 - b) Lacks the financial resources and support networks needed to obtain immediate housing or remain in their existing housing, **AND**
 - c) Have **income below 30% AMI** for prevention assistance.

The Unified Government of Wyandotte County/Kansas City, KS will grant ESG funds for Domestic Violence (DV) shelters to be used for shelter operations and case management services. The Unified Government of Wyandotte County/Kansas City, KS will determine agency funding and amounts. **DV service providers receiving these funds must be a participating member in the CoC Planning Body.**

V. Roles and Responsibilities of CoC and Sub-grantees

Continuum of Care (CoC) Body: The CoC will:

- Develop a CoC culture that teaches and makes decisions based upon outcomes.
- Analyze your CoC's portfolio of grants to determine if you have the right mix of housing and services to meet the needs of the homeless households that present for assistance. Determine whether funding for some projects, in whole or in part, should be reallocated to make resources available for new efforts.
- Prioritize the use of ESG funds for proven strategies, especially rapid re-housing for those experiencing chronic homelessness. Note: people **cannot** be denied rapid re-housing because of zero income.
- Explore partnerships with mental health or substance abuse providers to provide the "support" for permanent supportive housing.
- Partner with programs that serve veterans in your community; link them to VA services and supports.
- Require ESG grantees to embrace strength-based case management.
- Community develops a system of care plan that specifically addresses assisting individuals and families living in chronic homelessness, how the plan will be monitored, and what the outcomes are.
- Provide Unified Government of Wyandotte County/Kansas City, KS with annual Point in Time (PIT) Chart.
- Provide meeting minutes and e-mail minutes, notices, and agendas to the CoC membership body.
- DV agencies funded through Unified Government of Wyandotte County/Kansas City, KS ESG funds must participate in CoC meetings.
- Develop a Coordinated Entry System wide policy

Sub-grantees will be responsible for:

- Administering **all** financial assistance dollars for prevention and rehousing;
- Practicing shelter diversion;
- Embracing rapid re-housing; (Note: people with zero income cannot be denied rapid re-housing);
- Employing staff to function as a Housing Resource Specialist/Case Manager (see Definitions)
- Practicing strength-based case management (see Definitions);
- Working with the CoC Body to ensure quality service delivery;
- Entering client information on HMIS;
- Use of the Vulnerability Assessment Tool (VAT);

- Routinely review and correct HMIS data quality issues and monitor outcome performance;
- Providing services and/or make referrals to other service agencies as needed;
- Submitting Annual Performance Reports (APR) that address specific performance outcomes supported by HMIS data to the ESG Program Coordinator;
- Establishing office hours in the counties that are served.
- Work with the CoC and Program Coordinator to re-align program dollars, where possible, to fill gaps to end homelessness;
- Embrace strength-based case management;
- Providing allowable services as defined within this NOFA and as specified in their contract;
- Entering client information on HMIS (Domestic Violence Agencies use alternative system);
- Routinely review and correct HMIS data quality issues and monitor outcome performance;
- Maintain financial and client level records to support billings. Retain records for six years;
- Request payment and provide necessary supportive documentation to the grant Program Coordinator;
- Ensure compliance with grant terms and provide the grant Program Coordinator access to financial and programmatic records.

Housing Resource Specialist/Case Manager Duties

- **Must** meet with the program participant **monthly**. If the participant does not attend, the agency may terminate assistance. Federal policy states: this should be done only in extreme cases, and the termination process must include: 1) written notice; 2) review of decision in which the participant can document any objections; 3) final notice.
- Provide housing stabilization services that include arranging, coordinating, linking and monitoring the delivery of services that assist participants to obtain and sustain housing stability.
- Monitoring program participant progress.
- Assuring that the rights of participants are protected.
- Development of individualized housing plans for each program participant.
- Assist participants in locating and obtaining housing.
- Credit counseling, when needed;
- If leasing assistance is provided, costs associated with completing Housing Habitability Standards and Lead-Based Paint inspections and determining FMR's;
- File documentation of three rent comparables if providing financial assistance (rental assistance, rental arrearages, security deposits, utility deposits and utility arrearages).
- Mediation and legal services (court eviction fees) combined cannot exceed \$100 per household. Legal fees must be used to help people stay in their homes.

Access, Assessment, Prioritization, & Referral Process

ESG funded agencies must adhere to the CoC, Greater Kanas City Coalition on Ending Homelessness (GKCCEH), Coordinated Entry System policy. You may find the updated policy at <http://www.endkchomelessness.org/index.html>

1. Access refers to how people experiencing a housing crisis learn that coordinated entry exists and access crisis response services. It is comprised of all entry points to a local housing and service system, which includes physical front doors, outreach teams, hotlines, virtual access, after-hours access, etc.
2. Assessment is the process of gathering information about the person presenting to the crisis response system. It includes documenting information about the barriers a person faces to being rapidly rehoused and any characteristics that might make the person more vulnerable while homeless. The assessment process must also appropriately triage the person by asking about immediate needs, accurately evaluating the person's vulnerability and barriers to housing, and providing information to support accurate referrals.

3. Prioritization refers to the process that takes place after a person experiencing a housing crisis has been assessed. Prioritization is used to determine the person's priority for housing and supportive services; the person's prioritization status then drives the referral process.

The GKCCEH CoC utilizes a prioritization process that aligns with existing CoC Program and ESG Program written standards established under HUD regulations 24 CFR 578(a)(9) and 24 CFR 576.400(e).

4. Referral describes the process of referring persons experiencing homelessness to housing and/or service openings, utilizing the CoC prioritization policy. Essentially, it is a match that coordinated entry makes between the needs and prioritization level of the person experiencing a housing crisis and the housing and supportive services projects that are available in the crisis response system.

Housing Plan

A Housing Plan **must** be completed for all individuals that receive a housing assessment **and** are determined eligible for services. (If the household does **not** meet program eligibility, e.g. over income, a housing plan does **not** need to be done). The Housing Plan is intended to be a guide for both the household and the service agencies. Housing Plans must be framed to include:

- A focus on obtaining or maintaining housing;
- Defined goals, outcomes and timelines, as well as documentation of frequency of meetings for follow-up;
- An identification of needed community resources;
- Referrals to mainstream services, as needed;
- An attached copy of the housing assessment.

The Unified Government of Wyandotte County/Kansas City, KS has not prescribed a time limit for households to find housing. These funds are targeted as shown in Section III: Target Population and then utilized on a first-come/first-serve basis until exhausted. The expectation is that housing resource specialists/case managers will work closely with households to secure housing.

Individual(s) receiving rental assistance may receive housing stabilization services (such as credit repair/mediation and housing search/placement) if they meet ESG eligibility criteria and without stabilization services would become homeless.

Homeowners and renters living in condemned property are at risk of homelessness and may be eligible for Prevention assistance if the unit meets Habitability Standards Inspections, if not, they are eligible for Rapid Rehousing services.

Ineligible Activities

These funds cannot be used to expand the number of beds in an existing shelter, to supplant existing mainstream resources or for mortgage payments. Payments can only be made to third parties, such as landlords; payments cannot be made to program participants. In addition, an assisted property may not be owned by the grantee, sub-grantee or the parent, subsidiary or affiliated organization of the sub-grantee.

ESG funds cannot be used for:

- Pay for foreclosure prevention;
- Pay rental assistance for rent to own/lease to purchase;
- Set aside money for individual(s) who may be at risk of losing their job;
- Assist the homeless or those at risk of becoming homeless to expunge and/or pardon their criminal records or for re-entry advocacy to help ex-offenders get jobs;
- Pay utilities and/or rent for tenants renting a unit owned by a family member.
- Mortgage payments or mortgage refinancing costs to make housing affordable;

- Rental assistance payments cannot be made on behalf of eligible individuals or families for the same period of time and for the same cost types that are being provided through another federal, state or local housing subsidy program;
- Furniture (sub-grantees are encouraged to use existing community sources);
- Pet Care;
- Credit card bills or other consumer debt;
- Car repair for program participants;
- Food (Emergency Shelter is eligible)
- Medical or dental care and medicines;
- Clothing and grooming;
- Entertainment activities;
- Work or education related materials;
- Cash assistance to program participants;
- Development of discharge planning programs in mainstream institutions such as hospitals, nursing homes, jails, or prisons. *However*, persons who are being imminently discharged into homelessness from such public funded institutions are eligible to receive financial assistance through ESG;
- Payment of licenses, certifications, and general classes (classes not specifically related to these funds);

VI. Eligibility Determination and File Documentation

Participant Files - The agency is required to maintain all Financial Records of their ESG participants; partnering agencies may retain the participant's file information. All participant files must be documented using the forms provided by the Unified Government of Wyandotte County/Kansas City, KS as outlined on the Participant File Checklist. The Intake, Assessment, and Housing Plan must be completed in HMIS. These documents can be stored electronically or a copy in the participant's file. Electronic copies must be made available upon demand. Files must also contain case management notes.

Identification Documentation

There must be identification documentation for all household members whether receiving case management and/or financial assistance. Documentation must be a copy of **one** of the following:

- Driver's License
- Social Security Card
- Medicaid Card (as a last resort *for children only*)
- Birth Certificate
- Passport

Release of Information Form – HMIS

A Release of Information form must be signed by each household member age 18 or older with a copy in file.

214 Status – ESG Form No. 1 (Prevention and Re-housing)

ESG assistance is available only to individuals who are US citizens, US nationals, or noncitizens that have eligible immigration status. *At least one family member must be a citizen, national, or noncitizen with eligible immigration status in order for the family to qualify for assistance.* All household members must be listed on the form. Parent or guardian must sign their own name for family member(s) under 18 years of age.

Homeless Certification - ESG Form No. 2

Must complete the Homeless Certification indicating current living situation and provide the appropriate documentation as indicated on the form. Category 1 is eligible for Re-housing assistance; Category 2 is considered "homeless" but receive Prevention assistance; Category 3 is eligible for both Prevention and Rapid Rehousing services; Category 4 is eligible for both Prevention and Rapid Re-housing assistance.

At Risk of Homelessness – ESG Form No. 3

Must complete the At Risk of Homelessness Certification indicating current living situation, and provide the appropriate documentation as indicated on the form. Participants at “risk of homelessness” are eligible for Prevention assistance.

Disability Certification – ESG Form No. 4 (Re-housing and Prevention)

Must complete the Disability Certification to prioritize those receiving Re-housing assistance.

Self-Certification – ESG Form No. 5 (Prevention and Re-housing)

Must be completed if required verifications/documents cannot be provided and self-certification is the only way to verify information to determine program eligibility.

Staff Affidavit - ESG Form No. 6 (Prevention and Re-housing)

ESG staff and supervisor must sign the Staff Affidavit certifying the person/household meets all requirements to receive ESG assistance and all of the information provided is true and complete to the best of their knowledge. It further certifies that the person(s)/household receiving assistance has not resulted, nor will result, in a personal or financial interest or benefit for Agency Staff or for anyone with whom they have family or business ties.

Verification of Income

All sources of household income (including zero income households) for each household member age 18 or older, must be verified and documented at intake and every three (3) months to determine program eligibility. To be eligible for assistance, gross household income must be below 30% area median income (AMI) for the county in which the household resides (Prevention Assistance). For earned income, household must provide two (2) pay stubs, dated within 60 days of receiving assistance.

	Verify and Document Income	
	Intake/Screening	3 month re-certification
ESG Homelessness Prevention	X	X
ESG Rapid Re-housing	X	X

Income must be verified and documented for the following household members:

Whose Income is Counted?		
Members	Employment Income (earned income)	Other Income (unearned income including income from assets)
Head	Yes	Yes
Spouse	Yes	Yes
Co-Head	Yes	Yes
Other Adult(s)	Yes	Yes
Dependents	No	Yes
Non-Members		
Foster Child	No	No
Foster Adult	No	No
Live-in Aide	No	No

Verification Tracking of Income – ESG Form No. 7 (Prevention and Re-housing)

Income must be verified for all household members age 18 or older. Agencies must record all attempts (phone logs, email correspondence, copies of certified letters etc.) to obtain required verifications in the order specified on the form. Staff must provide an explanation on the form if utilizing verification out of the hierarchy sequence. Household member(s) age 18 or older with zero income must complete Step 5 of the form.

Verification of Income – ESG Form No. 8 (Prevention and Re-housing)

If household income cannot be verified with third-party source documents (provided by the participant), the Agency must request the income information from income source (i.e. employer/bank etc.).

Calculation Worksheet - ESG Form No. 9 – (Prevention and Re-housing)

The Calculation Worksheet must be completed at intake and every three (3) months to determine eligibility for ESG assistance. To be eligible for ESG assistance the gross annual household income must be **below 30% AMI (Prevention Assistance)**. Income is annualized to project gross annual income; there are no allowances/deductions from the household's gross income. **The Unified Government of Wyandotte County/Kansas City, KS and HUD are not requiring the household to pay any part of their income towards rent. However, a CoC can decide what percent of the household's income is paid toward rent.** If the participant is required to pay any portion of their rent, it must be approved by Homeless Assistance Specialist/Case Manager and included in the community's financial assistance guidelines. **Remember, zero income must be served.**

Income Inclusions and Examples of Acceptable Documentation:

- Earned Income (Wages and Salary)
 - Payment statement
 - Statement of income from employer/source of income
- Self-Employment/Business Income
 - Most recent Financial Statement
- Interest and Dividend Income
 - Most recent interest or dividend income statement
- Pension/Retirement Income
 - Most recent benefit notice, pension statement or other payment statement from pension provider
- Armed Forces Income
 - Payment statement
 - Statement of income from government official/agency
- Unemployment and Disability Income
 - Most recent benefit or disability income notice from SSI
 - Statement from SSI
- Public Assistance, including TANF
 - Most recent benefit or income notice from public assistance administrator
 - Statement from public assistance administrator
- Alimony and Child Support
 - Court Order
 - Most recent payment statement
- No Income Report
 - Self-certification

Income Exclusions:

- Food stamps;
- Foster children and foster adult care payments;
- Scholarships and Grants;

- Resident Service Stipend—not to exceed \$200/month (if more than \$200/month the entire stipend (including the \$200) is included as income.

Calculating Income:

The requirements for determining whether a family is eligible for assistance requires intake staff to project or estimate the annual income the household expects to receive. Generally, current circumstances must be used to estimate income, and annual income is projected by annualizing current income.

Convert all income to an annual figure by multiplying the pay rate by the frequency of payment:

- Multiply hourly wages by the number of hours worked per year. Full-time employment (40 hours a week and no overtime) is 2,080 hours (40 hrs. X 52 weeks = 2080 hours). (10 hours a week X 52 weeks = 520 hrs. per year).
- Multiply weekly wages by 52.
- Multiply bi-weekly wages by 26.
- Multiply semi-monthly wages by 24.
- Multiply monthly wages by 12.
- Multiply daily wages by 260 (full time/no overtime).
- To convert monthly amount to weekly, divide by 4.3.
- Round up to the nearest dollar at .50 and above (except SS payments, which are always rounded down).
- **Unemployment compensation should be calculated assuming current circumstances will last a full 12 months. If changes occur later in the year, an interim recertification can be conducted to change the family's rent.**

Calculating Income from Assets:

When calculating income from assets, include assets of all household members *including assets of minor children*. **Income earned from assets is included in the gross income calculation (not the actual value of the asset).** If a program participant has a savings account with a \$500.00 balance, earning 1% interest, \$5.00 would be added as household income

Assets Include:

Bank Accounts
Life Insurance policies
Lump sum additions
Personal Property held as Investments
Retirement/Pension funds
Trusts
Assets disposed of for less than Fair Market Value
Stocks, Bonds, Mutual Funds, etc.
IRA, Keogh, Annuities and Similar Retirement Accounts

Assets Exclude:

Necessary Personal Property
Assets not Accessible to Family
Business or Farming Operation Assets
Interest in Indian Land trusts
Equity in Cooperatives & Manufactured Homes
Vehicles/Special Equipment for Disabled

The calculation to determine the amount of income from assets to include in annual income considers both of the following:

- The total cash value of the family's assets; and
- The amount of income those assets are earning or could earn.

The rule for calculating income from assets differs depending on whether the total cash value of family assets is \$5,000 or less, or is more than \$5,000.

If the total cash value of the family assets are:

- Less than or equal to \$5,000:
 - Use the actual income earned from assets (i.e., interest and dividends); or
- Greater than \$5,000, use the greater of:
 - Actual income earned from assets, or
 - Imputed income from assets based upon passbook rate approved by HUD (0.06%). (Imputed Income is HUD's approved passbook rate multiplied by the total cash value of assets).

Checking/Savings Accounts

- The cash value of a checking and savings account is the current balance.

VII. Housing Documents

Lease

A lease is required for households receiving financial assistance. Financial assistance includes: rental assistance, rental arrearages, security deposits, utility deposits, and utility arrearages. All household members must be listed on the lease and a copy of the lease must be maintained in the participant file. For individuals moving into a new unit, the unit must meet habitability standards before the lease is signed and the household moves in. For households already residing in a unit, the unit must meet habitability standards before financial assistance can be provided.

If rental and utility arrearages are paid, the participant must have had a valid lease in place covering the arrearage period. The rental arrearage amount paid each month cannot exceed the FMR.

If the Landlord agrees to lower the rent to comply with the FMR, a new lease or lease addendum must be signed stating the new rental amount and a copy placed in the file. The rent amount charged after the household's leasing assistance has ended is between the landlord and the tenant.

Utility Arrearages from a Previous Address for Re-housing Participants

Utility arrearages for a previous address may be made, regardless if it was not the household's last address.

- **Before making payment for utility arrearages**, the case manager must document in the participant's file with either verbal or written documentation from the utility company that by paying a specified amount, the utilities will be turned on for the household by the utility company at the new address.
- A copy of the disconnection notice must be in the participant file.
- ESG funds may pay for up to 24 months of utility payments per program participant, per service, including up to 6 months of utility payments in arrears, per service. A partial payment of a utility bill counts as one month. This assistance may only be provided if the program participant or a member of the same household has an account in his or her name with a utility company or proof of responsibility to make utility payments. Eligible utility services are gas, electric, water, and sewage. No program participant shall receive more than 24 months of utility assistance within any 3-year period.

Rent Reasonableness - ESG Form No. 10 (Prevention and Rehousing)

Rent comparables are required for all households receiving financial assistance (i.e. rental assistance, rental arrearages, security deposits, utility deposits, and utility arrearages). ESG assisted units must rent for a reasonable amount, compared to rents charged for comparable, unassisted units. Sub-grantees must document the basis for their rent reasonableness determinations. The prescribed form provides a rent analysis for three (3) comparable unassisted units. Although it is acceptable to use three (3) unassisted units in the same apartment complex, it is recommended that two comparable units be located in other complexes/locations. Kansas Housing Locator (www.kshousingsearch.org or www.kcmetrohousing.org) may also be used to determine rent reasonableness.

Prevention and Re-housing

All units must be inspected before financial assistance can be provided (i.e. rental assistance, rental arrearages, security deposits, utility deposits, and utility arrearages). Landlords and tenants must be notified of the date and time of the inspection and the tenant or the landlord or an adult representative **must be present** at the housing unit during the inspection.

Habitability Standards Inspection Form – ESG Form No. 12 (Prevention and Re-housing)

All units **must** meet Habitability Standards before financial assistance (i.e. rental assistance, rental arrearages, security deposits, utility deposits, and utility arrearages) can be provided. For individuals moving into a new unit, the unit must meet Habitability Standards before a lease is signed and the household moves into the unit. If water/utilities are not on at the time of initial inspection, a follow-up inspection must be done within 10 days of the water/utilities being turned on. If sub-grantees do not have the staff available to conduct inspections Form No. 11 must be completed.

Lead-Based Paint Inspection - ESG Form Nos. 11 and 12 (Prevention and Re-housing)

Lead-Based Paint Inspection is required for properties built before 1978 and if a child age 6 or younger or *a pregnant woman* will be residing in the unit. The inspection may be visual; however, if the child age 6 or younger has been identified with an Identified Environmental Intervention Blood Lead Level, the inspection must be done by a Certified Lead-Based Paint Risk Assessor (ESG Form No. 11). **All households must be provided with the HUD pamphlet, *Protect Your Family from Lead in Your Home (Form 14)*. Receipt of this pamphlet must be documented utilizing ESG Form No. 13.** If sub-grantees do not have the staff available to conduct Habitability Inspections or Lead-Based Paint Inspections, Form No. 11 must be completed.

Rental Assistance Agreement – ESG Form No. 15 (Prevention and Re-housing)

This Agreement covers ESG “Tenant-Based” Rental Assistance and must be completed by the case manager and Landlord when providing rental assistance under both the homelessness prevention and rapid re-housing components of the ESG Program. When paying rental arrears only a Rental Assistance Agreement is required as arrears are considered rental assistance. The Rental Assistance Agreement does not take the place of the lease between the program participant and landlord.

VIII. Program Support Information

Occupancy Standards

The Unified Government of Wyandotte County/Kansas City, KS has developed occupancy standards that comply with HQS requirements and outline how the number of bedrooms required by the household will be determined. The following basic standards can be modified to take into consideration specific household composition and circumstances (i.e., pending child custody cases, chronic illnesses, family member who is absent most of the time).

- No more than two persons are required to occupy a bedroom;
- Persons of different generations (i.e., grandparents, parents, children), persons of the opposite sex (other than spouses/couples) and unrelated adults are not required to share a bedroom;
- Children of the same sex (regardless of age) and couples co-habiting (whether or not legally married) must share the same bedroom for purpose of assigning the number of bedrooms;
- A live-in care attendant who is not a member of the family is not required to share a bedroom with another household member;

- Individual medical problems (i.e., chronic illness) sometimes require either separate bedrooms for household members who would otherwise be required to share a bedroom or an extra bedroom to store medical equipment;
- In most instances, a bedroom is not provided for a family member who will be absent most of the time, such as a member who is away in the military.

Occupancy standards are used to provide consistent criteria for determining the unit size for which the household is eligible and thus, the amount of assistance to be provided. Fair housing rules permit a household to select smaller units that do not create seriously overcrowded conditions. A tenant may select a larger unit if it meets the FMR for the actual number of bedrooms for which they are eligible according to the eligibility guidelines. Tenants are not allowed to give the landlord additional funds for larger units.

- *Undersized Units:* If a family elects to occupy a unit with fewer bedrooms than specified in the Occupancy Guidelines, the FMR is based on the *actual* number of bedrooms;
- *Oversized Units:* If a family elects to occupy a unit with more bedrooms than specified in the Occupancy Guidelines, the FMR is based on the number of bedrooms specified in the Occupancy Guidelines.

If an additional bedroom is required for an individual who would normally be required to share a room, the reason must be documented in the file. For example: If an additional room is needed because of a medical condition, documentation may be a note from their doctor; otherwise, if the case manager determines an additional room is needed (medical condition, care-giver, medical equipment etc.) the case manager must document the reason in the case management notes.

In cases where college students and children staying only for weekends etc., the amount of time spent in the unit should be taken into consideration before assigning additional bedroom(s). ESG assistance is short-term and a smaller unit is acceptable if it does not create serious overcrowding; a living room can be counted as a sleeping room. If student/children will be in the unit the majority of the time and future rent will not be a burden, then an additional bedroom can be assigned.

A separate bedroom cannot be issued for an unborn child. Once the baby is born a second bedroom can be issued unless the baby has an older, same sex sibling who has already been issued a bedroom.

Single Room Occupancy, Efficiency or Studio Units, Mobile Home or Trailers, Manufactured Housing

Single Room Occupancy

Single room occupancy (SRO) unit provides living and sleeping space for the exclusive use of the occupant but requires the occupant to share sanitary and/or food preparation facilities with others. No more than one person may occupy an SRO unit.

- ESG assistance may be provided using SRO Fair Market Rent + utilities.
- When providing ESG assistance in an SRO unit, there **must** be a lease in place.
- Because no children live in SRO housing, the Housing Quality Standards applicable to lead based paint do not apply.
- **However, additional Habitability Standards do apply:**

Access: Access doors to the SRO unit must have working locks for privacy. The occupant must be able to access the unit without going through any other unit. Each unit must have immediate access to two or more approved means of exit from the building, appropriately marked and leading to safe and open space at ground level. The SRO unit must also have other means of exit required by State or local law.

Fire Safety: All SRO facilities must have a sprinkler system that protects major spaces. Major spaces are defined as hallways, common areas, and any other areas specified in local fire, building or safety codes. SROs must also have hard-wired smoke detectors, and any other fire and safety requirement required by state or local law. Sanitary facilities and space and security standards must meet local code requirements for SRO housing. In the absence of local code standards the requirements discussed below apply [24 CFR 982.605]:

Sanitary Facilities: At least one flush toilet that can be used in privacy, a lavatory basin and a bathtub or shower in proper operating condition must be provided for each six persons (or fewer) residing in the SRO facility. If the SRO units are leased only to men, flush urinals may be substituted for up to one half of the required number of toilets. Sanitary facilities must be reasonably accessible from a common hall or passageway, and may not be located more than one floor above or below the SRO unit. They may not be located below grade unless the SRO units are located on that level.

Space and Security: An SRO unit must contain at least 110 square feet of floor space, and at least four square feet of closet space with an unobstructed height of at least five feet for use by the occupant. If the closet space is less than four square feet, the habitable floor space in the SRO unit must be increased by the amount of the deficiency. Exterior doors and windows accessible from outside the SRO must be lockable.

- All other ESG eligibility requirements apply.

Efficiency or Studio Units

Definition: A small apartment unit which combines living room, bedroom, and kitchenette into a single room. Efficiency apartments are sometimes smaller than studio apartments.

- ESG assistance may be provided based on 0-bedroom size at Fair Market Rent + utilities.
- All other ESG eligibility requirements apply.

Mobile Home or Trailers: a structure that is transportable in one piece and can be moved from one place to another. The term 'mobile home' or 'trailer' is often used interchangeably.

ESG funds may assist with these recognized housing units as long as they are securely attached to a stationary pad, i.e. tied down. The pad may be either a poured basement, concrete slab on grade or, must be securely anchored to the site; the unit may or may not have a 'tongue' removed; the unit may or may not be 'skirted'. Many of these conditions are dependent upon local code requirements.

- ESG will not pay for any unit that can be attached to a vehicle and readily moved from location-to-location.
- ESG will not pay for units that are intended for recreational purposes such as campers or tents.

Housing Resource Specialists/Case Managers shall use discretion when committing ESG funds for the use of these units and documentation must be in the file.

- In order to provide ESG assistance a lease must be in place.
- ESG assistance may be made for the unit size FMR amount and may include the lot rent if it is written in the lease as such.

FMR amount + lot rent amount should NOT be added together to obtain FMR. It is one or the other, not both. (Utilities would also need to be considered as part of the FMR.)

- Persons receiving ESG assistance may not pay the 'difference' in order to 'qualify' under FMR amounts.
- ESG may assist those who own units but cannot afford to pay lot rent.
- All other ESG eligibility requirements apply.
- Rent Reasonableness is based on comparable units taking into consideration location and size of unit.
- Units may be in a community setting or on private property.
- **Additional Habitability Standards do apply:**

Security: A mobile home or trailer must be placed on the site in a stable manner and must be free from hazards such as sliding or wind damage. The home must be securely anchored by a tie-down device that distributes and transfers the loads imposed by the unit to appropriate ground anchors to resist overturning and sliding.

Manufactured Housing - A manufactured home is a manufactured structure transportable in one or more parts that is built on a permanent chassis and designed for use as a principal place of residence.

Fair Market Rent and Rent Reasonableness

To provide rental assistance with ESG funds, the rental rate plus utilities cannot exceed both HUD's published FMR and/or the rent reasonableness standards, i.e. the three rent comparables. Otherwise stated, Contract Rent + Utilities = Gross Rent. The Gross Rent cannot exceed the FMR or the three (3) rent comparables provided in the file. Grantees must:

- Calculate the utility allowance for tenants paying their own rent using KCK Section 8 Utility Allowance Schedule. Add the rental rate and utilities together to determine the gross rent. The rent + utilities cannot exceed FMR. Again, contract rent + utilities = gross rent, which cannot exceed the FMR.
- Complete the revised Rent Reasonableness Checklist and Certification. The rents shown as comparable must be equal to or less than **the gross rent** of the proposed rental.

Calculating Gross Rent

- *If tenants are responsible for paying their own utilities, the monthly utility allowance must be added to the contract rent amount to calculate gross rent*, to determine whether the unit meets the FMR and rent reasonableness standards. Utility costs may include gas, electric, water, sewer, and trash. Telephone, cable or satellite television service and internet service are not included in FMRs and are not allowable costs under ESG. The Utility Allowance Schedule is posted on the KCK Housing Authority Section 8 Website at [KCK Section 8 Utility Allowance Schedule](#).

To determine whether rent is acceptable for ESG rental assistance, the **gross rent** (rent + utilities) for the current or new unit **must first be compared with FMR limits**. If the unit's gross rent is at or below FMR limits, then the gross rent must be used to determine rent reasonableness.

- If the gross rent for the unit is below both the FMR and the rent reasonableness standard, then ESG funds may be used to pay rent for the unit.
- If the gross rent for the unit exceeds **either FMR or rent reasonableness standard**, ESG funds **cannot be used to pay any portion of the rent**.
- If the reasonable rent for a specific unit in a community is lower than the FMR, then the rent for the unit assisted with ESG funds must not exceed the **lesser** of the FMR or the rent reasonableness standard.
- If the gross rent for the unit exceeds either the rent reasonableness standard or FMR, ESG recipients are prohibited from using ESG funds for **any** portion of the rent, even if the household is willing and/or able to pay the difference.

Deposits

Security deposits. ESG funds may pay for a security deposit that is equal to no more than 2 months' rent; utility deposits are an eligible activity if needed. Deposits will remain with the household.

Participation in Support Services

Support services cannot be mandated for individual(s) receiving ESG assistance. Households who are income eligible but fail to make an effort to find employment, secure income, apply for other rental assistance programs etc. although they demonstrated the ability to sustain housing at the time of entry cannot have their assistance terminated based on this criteria. Participants enter as eligible for three (3) months; they cannot be promised any certain length of assistance (i.e. assistance will be offered/paid month-by-month within the qualifying limits).

CFDA Number

The Catalog of Federal Domestic Assistance (CFDA) number for ESG is 14.231.

Insurance Coverage

All recipients of ESG funds must carry General Liability Insurance. The Grantee must maintain documentation of insurance coverage from sub-grantees.

Grant Management

Eligible expenses incurred prior to October 1st will not be paid. The billing start date must not be prior to HUD's fiscal start date.

Grant Amendments: Changes to the budget must be submitted by August 31st for Grants ending September 30th.

Recaptured funds: If funds are recaptured, next year's Grant will be reduced by 50% of the recaptured amount (if \$10,000 is recaptured, next year's Grant will be reduced by \$5,000).

Budget Deviations:

- For changes within a budget component (ex: Re-housing Financial Assistance – moving funds from leasing assistance to security deposit) and changes between budget components (ex: moving funds from Prevention Financial Assistance to Re-housing Financial Assistance)- a letter of request must be submitted to the Unified Government of Wyandotte County/Kansas City, KS ESG Program Coordinator; a review of the request will be approved by the Director of Community Development.

**Note: Review ESG Recapture and Reallocation Policy can be found at <http://www.wycokck.org/CommDev/Programs.aspx>*

Records Management

- File Retention: ESG client files, financial records to support billings, and homeless preference documentation must be retained for six (6) years after the grant has been closed.

Monitoring Protocol

Unified Government sub-recipient monitoring guide can be requested.

Program Participant Termination – Formal Due Process

Sub-grantees terminating a program participants' ESG assistance for violating program requirements must provide a formal termination process that recognizes the rights of individual(s) to due process of law. ***The formal process is only required after a participant has received assistance and is then terminated from receiving continued assistance.*** This process, at a minimum, must consist of the following:

- Written notice to the program participant containing a clear statement of the reasons for termination;
- A review of the decision, in which the program participant is given the opportunity to present written or oral objections before a person other than the person (or a subordinate of that person) who made or approved the termination; and,
- Prompt written notice of the final decision to the program participant.

If a participant is deemed ineligible to receive ESG assistance, Sub-grantees must document the reasons for denial and inform the applicant(s) in writing of the denial. Assistance to a program participant who has been terminated from the program may resume at a later date. ESG assistance will be determined on a case-by-case basis for individual(s) who have lost their Section 8, TBRA, or Shelter Plus Care vouchers due to program violations, eviction, or misconduct eligibility. Housing resource specialists/case managers may contact their Homeless Assistance Specialist, CoC or ESG Program Coordinator for guidance.

Fraud Procedures

When an agency finds or hears of fraudulent use of ESG funds, they are required to report the situation via e-mail or letter form to the Unified Government of Wyandotte County/Kansas City, KS ESG Program Coordinator.

Annual Performance Reports

- The Project Annual Performance Matrix Report is due annually.

Reporting Period	Submission to UG Deadline
October 1 st – September 30 th	October 31 st

The Grantee must also submit a final Cumulative Report covering period October 1st – September 30th. This report is due by October 31st via IDIS.

IX. Other Federal Requirements

Recipients must comply with the following other federal requirements: Fair Housing Act; Uniform Administrative Requirements; Nondiscrimination in Federally Assisted Programs; Age Discrimination Act; American's with Disabilities Act; Equal Employment Opportunity Programs; Monthly Business Enterprises; Women's Business Enterprise; Drug Free Workplace; Debarred, Suspended, Ineligible Contractors; Affirmative Outreach; Section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act.

X. Definitions

Area Median Income: The area median divides the household income distribution into two equal parts: one-half of the cases falling below the median household income and one-half above the median.

By-Name List (BNL) – The BNL is a list of households experiencing homelessness, who have been prioritized based on assessed need. The BNL comprises the entire geography of the CoC, and serves as the primary referral and placement source for CoC and ESG funded PH programs.

Case Management - Case management refers to a collaborative and planned approach to ensuring that a person who experiences homelessness gets the services and support that they need to maintain a better quality of life. Case management is strengths based & trauma informed. A client-centered case management approach ensures that the person who has experienced homelessness has significant input in identifying goals and service needs, and that there is shared accountability. The goal of case management is to empower people, draw on their own strengths and capabilities, and promote an improved quality of life by facilitating timely access to the necessary supports and thus reduce the risk of homelessness and/or help them achieve housing stability.

Chronic Homelessness – An individual or family is defined as chronically homeless when the following conditions have been met: 1) Head of household or minor head of household has a documented disabling condition, AND 2) The household has either been continuously homeless for a period of 12 or more months (1 year or more) OR has had at least four distinct & documented episodes of homelessness (each 30 days or longer) in the previous 3 year period and where each break is 7 days or longer, which cumulatively equal 365 days or more.

Client Choice – Client choice means clients are actively making their own decisions in regard to receipt of services, treatment options, types of programs to participate in, and where they choose to live.

Continuum of Care (CoC) – A CoC is a regional or local planning body comprised of agencies, organizations & individuals who have an interest in ending & reducing homelessness, that coordinates policies, strategies, targeted funding

processes, and activities toward ending homelessness for a defined geographic area set by the department of Housing & Urban Development (HUD). Its work includes gathering and analyzing information in order to determine the local needs of people experiencing homelessness, implementing strategic responses, educating the community on homeless issues, providing advice and input on the operations of homeless services, and measuring project and system level CoC performance.

Continuum of Care (CoC) Lead Agency – The Continuum of Care (CoC) Lead is the agency that is designated to carry out the activities of the CoC or CoC planning grant including fiscal and compliance activities. Regular administrative tasks include, but are not limited to: management of the annual HUD application process, coordination of other funding opportunities, project and system monitoring, meeting management, etc.

Coordinated Entry (CE) – Mandated by the **2009 HEARTH Act**, Coordinated Entry is a centralized process through which people experiencing or at risk of experiencing homelessness can access the crisis response system in a streamlined way. Once entered into the C.E. system, clients will have their strengths and needs quickly assessed, so they may be more efficiently and effectively connected to appropriate housing and supportive services within the community. Centralization of this process enables households to more readily access the best options to address their needs, and emphasizes participants' choice over evaluation for a single program within a complex matrix of systems. Through the Coordinated Entry process, the most intensive and readily accessible interventions are prioritized for those with the highest vulnerability and severity of need.

Coordinated Entry processes help:

- communities prioritize assistance based on vulnerability and severity of service needs
- provide information about service needs and gaps to help communities plan strategies that more effectively target the distinct needs of their population

Individuals in the CoC's geographic area can expect fair and equal access to the Coordinated Entry process, regardless of where or how they present for services. The commitment to fair and equal access means the process for accessing help is well-known and understood to both homeless service providers and those experiencing homelessness. Individuals may obtain access to the Coordinated Entry system in person, by phone, or through identifying themselves as homeless when speaking with a homeless service provider .

CoCs may have different processes for assessing clients for Coordinated Entry, including different access points and assessment tools for the following populations: (1) adults without children, (2) adults accompanied by children, (3) unaccompanied youth, or (4) households fleeing domestic violence. CE assessment tools should be brief and require a short amount of time to utilize. Tools should also be easily-administered by non-clinical staff including outreach workers, and easy for those being assessed to understand.

Emergency Shelter (ES) - Any facility with overnight sleeping accommodations, the primary purpose of which is to provide temporary shelter for the homeless.

Homeless Management Information System (HMIS) - A Homeless Management Information System (HMIS) is a local information technology system. This system is used to collect and aggregate client-level data regarding the provision of housing and services to homeless individuals and families, as well as to persons at risk of homelessness. Each Continuum of Care is responsible for selecting an HMIS software solution that complies with HUD's data collection, management, and reporting standards. Agencies receiving HUD and/or HHS funds through CoC, ESG, RHY, PATH, SSVF, etc. are required to participate in HMIS. GKCCEH encourages the use of HMIS by all members and service providers within the CoC, regardless of funding sources.

Homeless Management Information System (HMIS) Lead Agency – The HMIS Lead Agency is the entity, organization or government department designated by the CoC to administer and manage the HMIS. The HMIS Lead Agency is evaluated by the CoC on an annual basis.

Housing First (HF) - Housing First is a low-barrier homeless assistance approach that prioritizes providing people experiencing homelessness with permanent housing as quickly as possible. The Housing First model is grounded in the belief that people need basic necessities like food and a place to live before attending to activities such as finding employment, addressing substance use issues, or participating in counseling or life skills classes. Housing First is a strengths-based approach to improving the quality of life of individuals experiencing homelessness, which places a strong emphasis on valuing client choice-- in housing preference, defining goals and associated tasks, and participation in supportive services. What is most critical to the Housing First approach is that it does not mandate participation in services before obtaining housing or as a condition of program participation.

Housing First is mandated for CoC/ESG-funded Permanent Housing programs, and strongly encouraged for Transitional Housing and Emergency Shelter programs.

Levels of Housing First Intervention:

All programs should offer voluntary, but engaged services, meaning supportive services are proactively offered to help clients achieve and maintain permanent housing, but do not require clients to participate in services as a prerequisite or condition of housing.

- **No-barrier admission policy** - Programs that provide individuals with private or semi-private accommodations for an unspecified duration with no treatment demands or requirements. Such programs provide a housing environment that is safe, stable, and flexible, and offer (not require) services non-intrusively and as the resident is ready.
- **Low-barrier admission policy** – Homeless programs having low-barrier admission policies are those who place the fewest possible expectations on participants upon entry. Policies should be designed to “screen-in” rather than “screen-out” applicants with the greatest barriers to housing, such as having no or very low income, poor rental history, past evictions, severe and persistent mental illness, disability, and/or criminal records.
- **Few to no programmatic prerequisites to housing** – Clients are offered permanent housing with no programmatic preconditions such as demonstration of sobriety, completion of drug, alcohol or mental health treatment, or agreeing to comply with a treatment regimen upon program entry.

Housing Locator: The Kansas Housing Locator identifies affordable housing and can be found at www.KSHousingSearch.org or KCMetroHousing.org. The Housing Locator may be helpful in rapidly re-housing people.

Housing Plan: A Housing Plan must be completed for all individuals accepted into the ESG program. The Housing Plan is intended to be a guide for both the household and the service agencies.

Housing Resource Specialist: Recognized worker steeped in housing with a basic understanding of rental assistance programs such as TBRA and Shelter Plus Care. This worker knows the local rental housing stock and its turnover rate, area landlords, and the condition of their property.

Housing Resource Specialists must receive training to make the centralized intake and housing assessment process effective. Activities performed by a Housing Specialist include: intake; assessment; creation of a Housing Plan that includes a path to permanent housing stability subsequent to these funds; arrangement, coordination, monitoring, and delivery of services to assist participants to obtain housing stability. Component activities may include: housing counseling, developing, securing, and coordinating services, monitoring and evaluation of program participant progress, and assuring that the program participants’ rights are protected.

Key Partners include: CoC Body, Greater Kansas City Coalition on Ending Homelessness (GKCCEH).

Leasing Assistance: Units cannot exceed the FMR standards. Leasing payments must be made directly to the Landlord.

Memorandum of Understanding (MOU): A document to define the roles between all parties. Sharing of information is required. (See Participant Releases definition above.)

Participant Releases: Releases that reflect the MOU's to assure all parties charged with caring for participants may share information. A single "Community Release" may be appropriate. This agreement/MOU defines the local sharing practice and is required to allow interagency sharing through HMIS (Domestic Violence Agencies use alternative system). Signatories on the agreement include those agencies who are working collaboratively with the person(s) receiving assistance.

Partners: organizations, agencies and members of the public who fund programs or interact regularly with people in crisis, poverty, or at risk of homelessness. These may include the following:

- Head Start and Early Head Start Agencies;
- Department of Human Services; Child Welfare Agencies; Unemployment Offices;
- WIC Agencies; Hospitals and Health Clinics; Mental Health Agencies;
- Public Housing Agencies; Public Housing Tenant Associations; Property Managers/Landlords;
- Utility Companies;
- Substance Abuse Treatment Programs; Domestic Violence Programs;
- Food Banks; Community Action Agencies; Help Lines (and 211 lines);
- Police; Jails; Prisons; and Probation Offices; Courts;
- Culturally Specific Organizations; Shelters and Homeless Assistance Providers; Veterans Services Organizations; Legal Aid Agencies; School Homeless Liaisons; Community Resource Centers;
- Family Support Centers; Businesses; Workforce Centers;
- Churches and other Faith-Based Organizations

Prevention Assistance- Prevention Assistance is the practice of providing short to medium-term supportive services and financial assistance to households at-risk or at imminent risk of homelessness. Prevention connects people with the care and support needed to maintain their housing.

Progress Engagement: Providing just enough assistance to help a household get by each month while providing case management that leads to self-sufficiency.

Rapid Re-Housing (RRH) - RRH Programs provide temporary, time limited financial assistance, including rental and utility subsidies, offering supportive services to help those who are experiencing literal homelessness to be quickly re-housed and stabilized in permanent rental housing of their choosing. Consumers must meet criteria for Category 1,3 or 4 of the HUD Definition for Homelessness.

Residency: ESG assistance must be based upon an individual(s) county of residence; individual(s) cannot receive assistance based on their county of employment. There is no minimal time limit for residency in order to be considered for ESG assistance.

Strengths Based Approach - A theory utilized in social work practice that emphasizes people's self-determination and strengths to deploy empowerment. It is a philosophy and a way of viewing clients as resourceful and resilient in the face of adversity. The goal is to work with people with a focus on their natural abilities and capabilities with the assumption that people already have various competencies and resources that may be used to improve their situation.

Subsidized Housing - Subsidized housing is a private or government sponsored economic assistance program aimed towards alleviating housing costs and expenses for people with low to moderate incomes; all or part of client rents are paid by for by the assistance program.

Subsidy – A subsidy is a payment made on behalf of a client related to housing needs such as rent, utilities, or arrears. Subsidy payments may be part or all of an amount owed by the client, determined by the providing agency, typically based on client need. Subsidies are typically provided either on a one-time or pre-determined ongoing basis.

Uniform Administrative Requirements (UAR): Local governments: see OMB Circular A-87; and non-profits: see OMB Circular A-122. These circulars establish principles and standards to provide a uniform approach for determining allowable costs when working with federal grants. Go to www.hud.gov.

VAT – Vulnerability Assessment Tool The VAT provides a structured way of measuring an individual's vulnerability to continued instability. By rating an individual's level of functioning or severity of condition across 10 domains, a comprehensive assessment of vulnerability can be reached and then compared with vulnerability assessments of other people experiencing homelessness. The assessment process entails a structured interview followed by completion of the rating scales. The tool is designed for use by service workers accustomed to interacting directly with individuals experiencing homelessness, and training is required to ensure reliable application of the tool .VAT allows providers to do two things: 1) to develop an objective sense of an individual's vulnerability to continued instability; 2) to distinguish among the many adults experiencing homelessness in the community who have also had a vulnerability assessment.