

# Annual Action Plan

2017-2018



Community Partnership Office

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970-962-2517

# Executive Summary

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

### 1. Introduction

The Annual Action Plan is a one-year plan describing how the City of Loveland intends to spend Community Development Block Grant (CDBG) funds during the grant year starting October 1, 2017 and ending September 30, 2018. The objectives and outcomes identified in the 2017 Annual Action Plan are consistent with the 2015-2019 Consolidated Plan and are expected to produce 20% of the expected 5-year goals.

The City of Loveland anticipates receiving \$316,186 in CDBG funding for the 2017-2018 program year and has \$4,926 remaining from 2016. Sixty-five percent (65%) of new funding will be allocated to build new multi-family housing and rehabilitate single-family housing. Fifteen percent (15%) will be allocated to public services and twenty percent (20%) will be used for administration of the program. The City of Loveland anticipates dedicating an additional \$500,000 from the City of Loveland general fund for public service projects.

### 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.

The objectives of the 2015-2019 Consolidated Plan that are used to inform the annual allocation of funding are:

#### **Provide Decent Affordable Housing:**

- Increase the supply of affordable owner-occupied housing by 75 units.
- Increase the supply of affordable rental units by 300.
- Increase housing for the homeless by 30 units.
- Rehabilitate 600 units of owner-occupied housing.
- Rehabilitate 200 units of rental housing.

#### **Create a Suitable Living Environment:**

- Provide public service activities for 5,000 low to moderate income persons/households.
- Assist two organizations with public facility needs.

All CDBG funds received during the 2015-2019 program years will be used to address at least one of the priority needs categories listed above.

### **3. Evaluation of past performance**

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

Having completed the first full grant year and 3/4 of the second, the following accomplishments have occurred:

- The supply of new affordable owner-occupied housing increased by 27 units, which is 36% of the 5-year goal of 75. These units were not funded with CDBG and will not be entered into IDIS.
- The supply of new affordable rental units increased by 70, ten of which are dedicated permanent supportive housing for veterans. Twenty percent (20%) of the goal of new multi-family housing and 33% of the goal of new housing for the homeless has been met.
- 194 single-family housing units were rehabilitated, which is 32% of the goal of 600 units.
- 17 multi-family units were rehabilitated, which is 8.5% of the goal of 200 units.

#### **Create a Suitable Living Environment:**

- 1,324 residents received assistance from two agencies, which is 26.5% of the goal of 5,000. Two agencies will have improved their public facilities by the end of the second year, fully meeting this goal.

### **4. Summary of Citizen Participation Process and consultation process**

Summary from citizen participation section of plan.

Citizen participation occurred between August 1 and August 15, 2017, during which a hard copy of the draft plan was available to the public at the Community Partnership Office. An electronic copy of the plan was emailed to the Affordable Housing and Human Services Commissions and others upon request. The Executive Summary and Goals sections of the plan were translated into Spanish with hard copies available at the Community Partnership Office. The Plan was presented to the Loveland City Council on August 15th. The resolution and advertisement of the public meeting are attached in the Appendix.

### **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.

No comments were received.

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

No comments were received.

**7. Summary**

During the first year and three-quarters of the 5-year Consolidated Plan, the City of Loveland accomplished a significant percentage of the long-term goals except in the area of multi-family rehabilitation. This goal is expected to increase by 25% with the completion of the Silver Leaf project in 2017. Under new single-family housing and public services, only CDBG funded activities were tracked in IDIS even though the City of Loveland provided incentives and grants for projects that helped close to 30 people with new housing and thousands of residents needing services from local non-profit organizations.

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

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

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

Agency Role	Name	Department/Agency
Lead Agency	LOVELAND	
CDBG Administrator	LOVELAND	Executive/Community Partnership Office
HOPWA Administrator		
HOME Administrator		
HOPWA-C Administrator		

**Table 1 – Responsible Agencies**

**Narrative (optional)**

The City of Loveland Community Partnership Office (CPO) is the lead agency administering the development and implementation of the 2015-2019 Consolidated Plan and subsequent Annual Action Plans. The Loveland Affordable Housing and Human Services Commissions, Loveland Housing Authority, Loveland Habitat for Humanity, local non-profit organizations and faith-based partners are key stakeholders and decision-makers in administering activities described in the plan. Funds are distributed to local non-profits through a competitive application process.

**Consolidated Plan Public Contact Information**

All inquiries and comments about the Consolidated Plan and Annual Action Plan should be directed to Alison Hade, CPO Administrator at [Alison.Hade@cityofloveland.org](mailto:Alison.Hade@cityofloveland.org) or (970) 962-2517.

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

### **1. Introduction**

The City of Loveland holds an open annual competitive grant process that results in funding recommendations by the Affordable Housing and Human Services Commissions with final approval from the Loveland City Council. Consolidated Plan priorities were determined through a process of community participation and input from citizens, housing agencies, service agencies and Loveland's Affordable Housing and Human Services Commissions with an overall goal of creating affordable housing and reducing the number of households and individuals living in poverty.

During the 2017-2018 grant process, the Affordable Housing Commission opened a second Request for Applications process. Two out of four proposals received during the initial request for applications were funded with remaining 2016-2017 bricks/mortar dollars and funding returned to HUD in December 2016. Two additional applications were received during the second RFA process for a total of six applications.

### **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))**

The Loveland Housing Authority (LHA) is Loveland's Public Housing Agency (PHA) and is the largest provider of affordable housing in the City. The agency currently owns and manages 865 housing units, 636 of which are located in Loveland with the remainder in Weld County and Estes Park in Larimer County. LHA also manages 574 Housing Choice Vouchers and administers the City's housing rehabilitation loan program, emergency home health and safety repair program, and down payment assistance, all three of which have been funded with City of Loveland CDBG in prior years.

Although established by resolution by the Loveland City Council, and with one council member appointed to the Board of Directors, LHA operates separately from the City. Operation and collaboration decisions of the Housing Authority are made by staff members and the Board of Directors, not the City of Loveland.

The Housing Authority completed a 70-unit housing project that includes 10 units of permanent supportive housing for veterans in 2016, and will start a 60-unit housing project for seniors once tax credit allocations are announced in the fall. Community Development Block Grant funding was used for sidewalks for the 70-unit housing project and will be used for water rights for the senior housing. The Loveland Housing Authority will also take the lead in a proposal requesting five rapid re-housing and four permanent supportive housing vouchers from the Division of Housing this month.

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

The Northern Colorado Continuum of Care (CoC) is one of 11 local community Continua of Care in Colorado's Balance of State. A staff member from the CPO actively participates in planning efforts and is a member of the Executive Committee. The CoC supports the work of providers serving homeless populations in Larimer and Weld Counties and is comprised of nonprofit agencies, housing providers, citizens, school district personnel and government representatives. CoC members have been working on HEARTH Act implementation, coordinated entry, HMIS expansion, regional collaboration around the point-in-time count, and local programs specifically for the homeless. Elected officials receive information and updates about activities and goals of the CoC group members during an annual meeting.

**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**

The Balance of State CoC does not distribute Emergency Solutions Grant (ESG) funding. ESG funding is distributed through the Department of Local Affairs, Division of Housing. For ESG funding information, please refer to the Division of Housing Consolidated Plan/Annual Action Plan for the State of Colorado.

**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	<b>Agency/Group/Organization</b>	Loveland Housing Authority
	<b>Agency/Group/Organization Type</b>	Housing PHA Services - Housing Services-homeless Regional organization
	<b>What section of the Plan was addressed by Consultation?</b>	Homelessness Needs - Veterans 2017 Grant Recipient
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The Loveland Housing Authority applied for and will receive funding during the 2017-2018 grant year.
2	<b>Agency/Group/Organization</b>	VOLUNTEERS OF AMERICA
	<b>Agency/Group/Organization Type</b>	Services - Housing Services-Elderly Persons Services-Persons with Disabilities Regional organization
	<b>What section of the Plan was addressed by Consultation?</b>	2017 Grant Recipient
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Volunteers of America applied for and will receive funding during the 2017-2018 grant year.

4	<b>Agency/Group/Organization</b>	ALTERNATIVES TO VIOLENCE
	<b>Agency/Group/Organization Type</b>	Housing Services - Housing Services-Children Services-Victims of Domestic Violence Services-homeless Services - Victims
	<b>What section of the Plan was addressed by Consultation?</b>	2017 Grant Recipient
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Alternatives to Violence applied for and will receive funding during the 2017-2018 grant year.
5	<b>Agency/Group/Organization</b>	House of Neighborly Service
	<b>Agency/Group/Organization Type</b>	Housing Services - Housing Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-homeless
	<b>What section of the Plan was addressed by Consultation?</b>	Homeless Needs - Chronically homeless Homeless Needs - Families with children 2017 Grant Recipient
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	House of Neighborly Service applied for and will receive funding during the 2017-2018 grant year.

6	<b>Agency/Group/Organization</b>	Murphy Center
	<b>Agency/Group/Organization Type</b>	Services - Housing Services-Children Services-homeless Services-Employment
	<b>What section of the Plan was addressed by Consultation?</b>	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Murphy Center (Homeless Gear) applied for and will receive funding during the 2017-2018 grant year.

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

The agencies listed above include only those that applied for funding during the third year of the Consolidated Plan. Please see the 2015-2019 Consolidated Plan for a list of the agencies consulted during the initial year.

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

<b>Name of Plan</b>	<b>Lead Organization</b>	<b>How do the goals of your Strategic Plan overlap with the goals of each plan?</b>
Continuum of Care	Northern Colorado Continuum of Care	The goals of the City of Loveland Consolidated Plan align with the goals of the CoC.

**Table 3 – Other local / regional / federal planning efforts**

**Narrative (optional)**

The City of Loveland Affordable Housing and Human Services Commissions participate in the Annual Action Plan by allocating funding to projects and programs that meet the objectives of the 2015-2016 Consolidated Plan. Proposals received by both commissions are available to the general public. Agency presentations are open meetings that are advertised so that citizens can attend.

## **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**

Community Partnership Office staff conducted significant outreach to community stakeholders over a period of ten months during the preparation of the Consolidated Plan, including public meetings, outreach to low income service recipients and surveys requesting citizen input on both the development of the plan, goals and objectives, and the final draft. As required by the City of Loveland Citizen Participation Plan, the CPO held public meetings to discuss community needs with service providers, City of Loveland commissioners, adjacent governments, and community members at the Food Bank for Larimer County, Larimer County Workforce Service Center and Lago Vista Mobile Home Park. Participation was available in both English and Spanish. Finally, electronic surveys were also sent to local and state-wide agency representatives who were not able to attend any of the public meetings.

Updates to the goals of the Consolidated Plan occur through the Annual Action Plan and show the distribution of past and current grant funds by the Affordable Housing and Human Services Commissions. Public meetings are advertised in English and Spanish. The Annual Action Plan is presented to the Loveland City Council. The Executive Summary and Goals sections of the Consolidated Plan are available in English and Spanish.

A hard copy of the Annual Action Plan was available at the Community Partnership Office from August 1 to August 15, 2017. See Appendix for a copy of the Annual Action Plan advertisement.

### 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 Meeting	Non-targeted/broad community  Agency representatives	See Appendix for a list of attendees at public meetings held January 9 and 11. The second RFA meeting was held on June 27 with three people in attendance.	No comments received.	No comments not accepted.	
2	Public Meeting	Non-targeted/broad community  Agency presentations	No community members attended agency presentation meetings on the following dates: March 29, 30; April 3, 6, 13, 20; May 1, 10; June 7; or July 27, 2017.	No comments were received.	No comments not accepted.	

**Table 4 – Citizen Participation Outreach**

## Expected Resources

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

#### Introduction

The City of Loveland anticipates receiving \$316,186 in CDBG funding for the 2017-2018 program year and has \$4,926 remaining from 2016. Sixty-five percent (65%) of new funding will be allocated to build new multi-family housing and rehabilitate single-family housing. Fifteen percent (15%) will be allocated to public services and twenty percent (20%) will be used for administration of the program. The City of Loveland anticipates dedicating an additional \$500,000 annually from City of Loveland general fund dollars for public service projects.

The Community Partnership Office (CPO) will work with applicants and prioritize leveraging additional sources of funding to support projects creating affordable housing and public facilities. Potential leveraging sources include Colorado Low Income Housing Tax Credits, Colorado Department of Housing funds, and private and foundation sources.

**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	316,186	0	4,926	321,112	630,000	
Other	public - local	Housing Other	500,000	0	0	500,000	1,000,000	The City of Loveland dedicated 1.25% of sales tax revenue to assist developers of affordable housing projects.
Other	public - local	Public Services	500,000	0	0	500,000	1,000,000	The City of Loveland contributes \$500,000 annually for public service activities.

**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**

CDBG funding can be used by a developer to leverage additional resources and has historically been used for small gap funding for large housing projects or land purchase for smaller projects. CDBG does not have a matching requirement.

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

The City of Loveland does not own any land that can be used to fulfill any portion of the goals of this Annual Action Plan. The Loveland City Council has provided fee waivers for developers creating new housing units. Over the past ten years, fee waivers have averaged just under \$900,000 per year and has resulted more than 700 units of single family and multi-family housing. Current projects are reflected in the Evaluation of Past Performance. Not all City of Loveland projects are included in IDIS.

**Discussion**

Over the last year, the City of Loveland invested \$895,890 in affordable housing and public service projects, including \$268,857 in non-administration CDBG, \$500,000 in public services and \$127,033 in fee waivers for five single-family homes. The CPO will apply the outcome of all investments to the priority goals of the 5-year Consolidated Plan.

## 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	Create new affordable housing	2015	2019	Affordable Housing Public Housing Homeless		New Affordable Housing	CDBG: \$185,447	Rental units constructed: 60 Household Housing Unit
2	Rehabilitate affordable housing	2015	2019	Affordable Housing Public Housing		Rehabilitate Affordable Housing	CDBG: \$25,000	Homeowner Housing Rehabilitated: 135 Household Housing Unit
3	Public service activities	2015	2019	Homeless Non-Homeless Special Needs		Public Service Activities	CDBG: \$47,428	Public service activities for Low/Moderate Income Housing Benefit: 5924 Households Assisted

**Table 6 – Goals Summary**

## Goal Descriptions

<b>1</b>	<b>Goal Name</b>	Create new affordable housing
	<b>Goal Description</b>	Funding will be used by the Loveland Housing Authority to purchase water rights for Mirasol III, a 60-unit affordable housing project for seniors .
<b>2</b>	<b>Goal Name</b>	Rehabilitate affordable housing
	<b>Goal Description</b>	Funding will be used by Volunteers of America to provide safety and accessibilty rehabilitation in 135 homes occupied by seniors or persons with disabilities.
<b>3</b>	<b>Goal Name</b>	Public service activities
	<b>Goal Description</b>	Funding will be used by House of Neighborly Service to provide food for low-income families, Homeless Gear to provide services to homeless residents at the Murphy Center, and Alternatives to Violence to house victims of domestic violence at the Loveland safe house.

# Projects

## AP-35 Projects – 91.220(d)

### Introduction

The City of Loveland Affordable Housing and Human Services Commissions will fund the following projects during the 2017-2018 program year, meeting at least 20% of Consolidated Plan priority goals in the third year.

### Projects

#	Project Name
1	Program Administration
2	LHA Senior Housing
3	VOA Handyman Project
4	Public Service Projects

Table 7 - Project Information

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

The third year allocations match those listed as priorities. The first priority is creating new affordable housing and the second priority is housing rehabilitation.

**AP-38 Project Summary**  
**Project Summary Information**

1	<b>Project Name</b>	Program Administration
	<b>Target Area</b>	
	<b>Goals Supported</b>	
	<b>Needs Addressed</b>	
	<b>Funding</b>	CDBG: \$63,237
	<b>Description</b>	Program administration for the 2017-2018 grant.
	<b>Target Date</b>	9/30/2018
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	N/A
	<b>Location Description</b>	N/A
	<b>Planned Activities</b>	Administration of CDBG grant.
2	<b>Project Name</b>	LHA Senior Housing
	<b>Target Area</b>	
	<b>Goals Supported</b>	Create new affordable housing
	<b>Needs Addressed</b>	New Affordable Housing
	<b>Funding</b>	CDBG: \$185,447
	<b>Description</b>	Funding will be used to purchase water rights for 60 new units of affordable housing built by the Loveland Housing Authority.
	<b>Target Date</b>	12/3/2018
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	60 low-income seniors will benefit from this housing.
	<b>Location Description</b>	510 S. St. Louis Avenue, Loveland, Colorado 80537
	<b>Planned Activities</b>	The Loveland Housing Authority will build 60 units of housing for seniors living between 30% and 60% of the area median income with 9% low income housing tax credits.
3	<b>Project Name</b>	VOA Handyman Project
	<b>Target Area</b>	
	<b>Goals Supported</b>	Rehabilitate affordable housing

	<b>Needs Addressed</b>	Rehabilitate Affordable Housing
	<b>Funding</b>	CDBG: \$25,000
	<b>Description</b>	Funding will be used for safety and accessibility rehabilitation in 135 homes by the Volunteers of America Handyman program.
	<b>Target Date</b>	9/30/2018
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	135 households will benefit from repairs completed by Volunteers of America.
	<b>Location Description</b>	Homes will be located throughout Loveland. Project addresses are not yet known.
	<b>Planned Activities</b>	Volunteer handymen will create safety and accessibility repairs, such as installing grab bars in showers and building wheelchair ramps.
<b>4</b>	<b>Project Name</b>	Public Service Projects
	<b>Target Area</b>	
	<b>Goals Supported</b>	Public service activities
	<b>Needs Addressed</b>	Public Service Activities
	<b>Funding</b>	CDBG: \$47,428
	<b>Description</b>	Public service projects provided by House of Neighborly Service, Homeless Gear at the Murphy Center and Alternatives to Violence.
	<b>Target Date</b>	9/30/2018
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	4,874 Loveland residents will benefit from activities at House of Neighborly Service, 650 homeless residents will benefit from activities at the Murphy Center, and 400 victims of domestic violence will benefit from activities at the Alternatives to Violence safe house.
	<b>Location Description</b>	House of Neighborly Service is located at 1511 E. 11th Street in Loveland, Colorado. The Murphy Center is located at 242 Conifer Street in Fort Collins, Colorado. The address of the safe house will not be disclosed.
	<b>Planned Activities</b>	Three agencies will provide services to low-income Loveland residents.

## **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**

In the past, the City of Loveland has not targeted CDBG funding to any specific geographic area of low-income or minority concentration. Instead, CDBG has supported housing and services sought by low and moderate income persons and households living throughout Loveland. The same is true for the 2017-2018 grant year.

### **Geographic Distribution**

<b>Target Area</b>	<b>Percentage of Funds</b>

**Table 8 - Geographic Distribution**

### **Rationale for the priorities for allocating investments geographically**

The City of Loveland does not currently prioritize allocating CDBG geographically.

### **Discussion**

Consideration for allocating CDBG to single family housing rehabilitation using the Habitat for Humanity Neighborhood Revitalization model, or a similar model, has been discussed. If this is implemented, work will begin in areas that are low-income and have a minority concentration.

## Affordable Housing

### AP-55 Affordable Housing – 91.220(g)

#### Introduction

During the third year of the 2015-2019 Consolidated Plan, 60 families will have access to affordable housing through the Loveland Housing Authority and 135 households will be assisted with rehabilitation by Volunteers of America.

One Year Goals for the Number of Households to be Supported	
Homeless	0
Non-Homeless	60
Special-Needs	135
Total	195

**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	60
Rehab of Existing Units	135
Acquisition of Existing Units	0
Total	195

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

#### Discussion

The number of persons served during the third year of the Consolidated Plan is at least 20% of the total estimated to be served over five years. The City of Loveland is on-track to meet all of the goals of the Consolidated Plan.

## **AP-60 Public Housing – 91.220(h)**

### **Introduction**

The City of Loveland will work closely with affordable housing developers to provide project assistance as needed and according to the priorities of the Consolidated Plan. In 2015, Loveland Housing Authority received \$1.383 million in CDBG funding and City fee waivers and will receive CDBG for their next housing project in 2017.

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

During the first year of the Consolidated Plan, the City of Loveland allocated \$135,000 to the Loveland Housing Authority to assist with the development of 70 units of affordable housing, and in the waiver of building and development fees. During the third year of the Consolidated Plan, the City of Loveland will allocate funding to purchase water rights for a 60-unit complex. The Loveland Housing Authority will request a waiver of building and development fees at a later date.

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

The Loveland Housing Authority Resident Advisory Board, comprised of residents from each of the housing properties in Loveland, works directly with Housing Authority staff and not the City of Loveland. Therefore, any actions to encourage housing residents to be more involved and to support them in homeownership falls under the leadership of the Loveland Housing Authority.

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

The Loveland Housing Authority is not designated as troubled.

### **Discussion**

The City of Loveland will support the Loveland Housing Authority with development costs in the form of CDBG and fee waivers. The Housing Authority, as the primary provider of affordable housing locally, is successfully housing thousands of Loveland residents and is continually working to assist the thousands of people waiting for affordable housing.

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

### **Introduction**

The City of Loveland invests CDBG and other City funding in local agencies that serve low and moderate income residents. The CPO serves as a community partner to help agency staff gain access to City departments and elected officials, and connects citizens with agencies, resources and other support.

### **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**

Homeless outreach in Loveland is managed primarily through two programs of the House of Neighborly Service: 137 Connection serving homeless individuals and the Angel House serving homeless families. The City of Loveland now provides direct funding to these two programs. Other agencies that provide services to the homeless include Salvation Army, Community Kitchen and the Front Porch Cafe.

The CPO works with many local nonprofits to produce the annual Loveland Connect event modeled after the national Project Homeless Connect that started in San Francisco, California in 2004. In 2017, the event will be held on October 13th. In 2016, the event connected 275 homeless or near homeless with about 45 agencies and benefited from the volunteer service of hundreds of Loveland residents.

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

Shelter for the homeless is managed locally by 137 Connection and Angel House. Homeless individuals and families are also able to seek shelter in neighboring communities. Transitional housing is managed by House of Neighborly Service and Alternatives to Violence. Alternatives to Violence will re-tool transitional housing to rapid re-housing as applicants of Continuum of Care funding in 2017.

#### **Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again**

The City of Loveland will continue to support homeless service providers and will seek additional financial and program support for any organization willing to provide permanent supportive housing. Specifically, City of Loveland funding and CDBG funding that will help the homeless or keep individuals or families from becoming homeless include: \$70,000 to the House of Neighborly Service

137 Connection and Angel House programs, \$17,735 to Homeless Gear to provide services to homeless residents at the Murphy Center, \$34,789 to the Loveland Housing Authority for case management for homeless veterans, \$46,784 to Alternatives to Violence for victims of domestic violence, \$22,454 to the Matthews House to support youth aging out of foster care or leaving a correctional facility to assist with housing and employment, \$24,812 to Neighbor to Neighbor to provide housing counseling and rent assistance, and \$25,243 to Community Kitchen for meals for homeless residents.

Organizations that will receive other City funding for special needs populations are: Disabled Resource Services to assist persons with disabilities; Elderhaus and Respite Care to provide day-care for children and adults with developmental or cognitive disabilities; and Senior Alternatives in Transportation to provide transportation to seniors and the disabled.

**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.**

Organizations supported with CDBG or other City funding that assist the homeless, youth and special needs populations were listed above. The City of Loveland does not have a program specifically for persons discharged from health care or mental health facilities, other than to provide therapy and case management. The State of Colorado provides housing and support for people exiting state-funded institutions to help clients transition to another community.

## **Discussion**

The City of Loveland CPO works with local non-profits as a funding partner and to offer support where it is needed. As a community partner, the CPO conducts the annual Loveland Homeless Connect event and manages the annual point-in-time homeless count. Regionally, the CPO participates in the Continuum of Care group to help raise awareness about homelessness.

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

### **Introduction:**

City of Loveland building and zoning codes are designed to promote a safe, decent environment and aesthetically pleasing community for local neighborhoods. Unfortunately, development standards in general may create a barrier to the construction of affordable housing, including the additional cost of Capital Expansion Fees used to fund the capital needs of government departments. Open space and landscaping requirements, and mandatory two parking spots per dwelling, not only reduce the number of income producing housing units, they can also result in additional costs.

The City of Loveland will update our zoning code in 2017, including provisions for smaller homes that will hopefully alleviate housing affordability issues for cost-burdened residents. Already, a developer has inquired into building homes between 500 and 700 square feet.

### **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 City's strategy to remove barriers and provide incentives to developers and builders of affordable housing include use tax credits and the waiver or reduction of development fees, capital expansion and building permit fees. The City of Loveland adopted an affordable housing code to encourage the building of low-income housing in 1994. In 2014, the Loveland City Council waived almost \$2.1 million dollars in building and development fees and in 2015, waived more than \$1.6 million. Over the past ten years, affordable housing policy has resulted in an investment of almost \$9 million dollars of City incentives in addition to CDBG funding, and has resulted in more than 700 units of housing.

The City of Loveland CPO has updated incentives for developers building multi-family housing with greater incentives going to units that house families lower than 50% of the area median income. By the end of 2017, incentives for developers of single-family housing will also be complete with the goal of a for-sale product listed around \$200,000. The new processes will create predictability and funding to lower the cost of housing.

### **Discussion:**

The CPO will continue to monitor city policies, zoning ordinances and building codes for ways in which they create barriers to affordable housing.

## **AP-85 Other Actions – 91.220(k)**

### **Introduction:**

In addition to granting funds to non-profit service providers, the City of Loveland CPO will take the following actions to meeting underserved needs and reducing poverty.

### **Actions planned to address obstacles to meeting underserved needs**

The City of Loveland CPO will continue to produce the Loveland Connect event. Staff will also continue to discuss program accessibility with funded agencies, including the manner in which the working poor access services are that only available during general business hours.

In 2017, the CPO started a monthly meeting called the Community Resource Connection, during which local non-profit agency staff learn about services available to low-income residents, including whether the agency is able to serve residents without proper documentation or any other barriers to access such as hours of operation or availability of public transportation.

### **Actions planned to foster and maintain affordable housing**

The City of Loveland will continue to invest financially in projects that maintain affordable housing.

### **Actions planned to reduce lead-based paint hazards**

The CPO will continue to require that all activities funded with CDBG dollars comply with federal regulations concerning lead-based paint and at some point research other funding to pay for additional lead-based paint removal.

### **Actions planned to reduce the number of poverty-level families**

The City of Loveland will continue providing grant funding of about \$760,000 annually to assist non-profit organizations serving persons with low income and persons living in poverty.

The CPO will continue working with United Way of Larimer County as a community impact partner during their annual distribution process and engaging in county-level discussions about creating systemic change to cut poverty in half by 2025.

### **Actions planned to develop institutional structure**

The CPO will work with the Northern Colorado Continuum of Care on Coordinated Access to match homeless residents with the appropriate type of permanent housing. To date, the northern Colorado Coordinated Access team has added 300 veterans to our by-name list and housed 152. We have also assessed 155 non-veterans adults and housed eight. A proposal submitted to the Division of Housing on

August 1, 2017 will start the process for Coordinated Access for youth if funded.

The CPO will continue discussions with the City of Loveland Municipal Court about providing technical expertise in the alternative sentencing program for homeless or near homeless defendants. The knowledge and partnerships that the CPO has in the community will assist the court in helping defendants connect with local services that provide resources needed to refrain from illegal behavior.

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

The CPO will continue to enhance coordination between public and private housing and social service agencies by maintaining and developing relationships with private developers and social service agencies to support the development of additional affordable housing units. The CPO will also continue to partner with funded non-profits to enhance coordination of services.

As noted above, the purpose of the Community Resource Connection is to enhance coordination between social service agencies.

### **Discussion:**

Removing obstacles to meeting underserved needs, fostering affordable housing, reducing lead hazards, reducing the number of families in poverty, developing institutional structure, and enhancing public and private housing and social service agencies take a community effort and cannot solely be coordinated or accomplished through one City department. However, the CPO will continue to work to raise awareness of the listed issues with our non-profit partners and other city groups where we are able.

# Program Specific Requirements

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

### Introduction:

The City of Loveland will use 100% of grant funding received during the 2017-2018 program year to benefit low to moderate income individuals (LMI benefit).

### Community Development Block Grant Program (CDBG)

#### Reference 24 CFR 91.220(I)(1)

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

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

### 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%

The Annual Action Plan will cover the program year starting October 1, 2017 and ending September 30, 2018. All funding will be used to benefit persons of low and moderate income.

## Attachments

## Grantee Unique Appendices

### EXECUTIVE SUMMARY

El Plan de Acción Anual es un plan de un año que describe cómo la Ciudad de Loveland planifica gastar los fondos de Subvención del Desarrollo Comunitario (CDBG, siglas en inglés) durante el período de tiempo desde octubre 1, 2017 hasta el 30 de septiembre, 2018. Los objetivos y resultados identificados en el Plan de Acción Anual del 2016 son consistentes con el Plan Consolidado del 2015-2019 y se estima que produzcan el 20% de las metas previstas para cinco años.

La Ciudad de Loveland anticipa recibir \$316,186 en fondos CDBG para el programa anual del 2017-2018. Sesenta y cinco por ciento (65%) de nuevos fondos serán destinados a construir viviendas multifamiliares y rehabilitar viviendas unifamiliares. Quince por ciento (15%) será distribuido a los servicios públicos y veinte por ciento (20%) será utilizado para la administración del programa. La Ciudad de Loveland anticipa dedicar un adicional de \$500.000 del fondo general de la Ciudad de Loveland para los proyectos de servicio público.

Se anticipa que la Ciudad de Loveland va a recibir \$316,186 en fondos CDBG en el Año Fiscal 2017 del Departamento de Vivienda y Desarrollo Urbano (HUD, por sus iniciales en inglés) de los EE.UU. La Ciudad ha continuado su compromiso de ayudar a los individuos y familias de bajos y medianos recursos al utilizar el 100% de los fondos del bloque de subvenciones para ofrecerle servicios a los hogares e individuos de bajos y medianos recursos a través de servicios públicos y de vivienda. Los fondos serán usados para encargarse de las metas identificadas en el Plan Consolidado de 2015–2020:

- Aumentar el suministro de viviendas asequibles ocupadas por sus dueños para que haya 75 unidades más y 300 unidades más que sean arrendadas a precios asequibles.
- Aumentar la vivienda para las personas sin hogar para que haya 30 unidades más.
- Rehabilitar 600 unidades de viviendas ocupadas por sus dueños y 200 unidades de vivienda para arriendo.
- Proveer actividades de servicios al público para 5,000 personas de bajos a medianos recursos.
- Ayudar a dos organizaciones con sus necesidades de instalaciones públicas.

Al haber completado el primer año de subvención y  $\frac{3}{4}$  del segundo, se ha cumplido lo siguiente:

- La provisión de nuevas viviendas económicas ocupadas por el dueño ha aumentado a 27 unidades, lo cual es el 36% de la meta de 5 años de 75. Estas unidades fueron financiadas con CDBG y no entrarán en IDIS.
- La provisión de nuevas unidades económicas en renta aumento a 70, diez de las cuales son dedicadas permanentemente a apoyar viviendas para los veteranos. Veinte por ciento (20%) de la meta de nuevas viviendas multifamiliares y 33% de la meta de nuevas viviendas para los indigentes ha sido cumplida.
- 194 unidades de vivienda unifamiliares fueron rehabilitadas, lo cual es el 32% de la meta de 600 unidades.
- 17 unidades multifamiliares fueron rehabilitadas, lo cual es el 8.5% de la meta de 200 unidades.

Crear un Ambiente de Vida Adecuado:

- 1,324 residentes recibieron asistencia de dos agencias, lo cual es el 26.5% de la meta de 5,000. Dos agencias mejorarán sus instalaciones al final del segundo año, completando totalmente esta meta.

HSG Agency Informational Meeting  
January 9, 2017

Name	Agency	Email Address
Gary Thomas	SAINT	SAINTED@FRIL.COM
Randy Owens	Disciples Ministry	randyowens90@gmail.com
Mary Otte	Grand Family Coalition	ottemj49@att.net
Genelle Davis	Good Health Will	genelle@goodhealthwill.org
Sarah Bromley	United Way of Larimer County	sbromley@unwaylo.org
Meg Oresjo	ITNS	morejs@honservice.org
Missey Toomey	Elderhaus	missey@elderhaus@yahoo.com
Gail Engel	Grand Family Coalition	Gail@grandfamilycoalition.org
Gillian Townsend	BGLC	gtownsend@bgclarimer.org
Vanessa Feuley	No Co CoC	vanessa.m.feuley@gmail.com
Nancy Jackson	DRS	nancyj@disablrsrcservices.org
Mary Grell	DRS	drs@disablrsrcservices.org
Elizabeth Harless	Meals on wheels	elizabeth@lakelandmealsonwheels.org
Michael Cole	Center for Family Outreach	michael@cfco.org
Jessica Shannon	Health District	jshannon@healthdistrict.org





HSG Agency Informational Meeting  
January 11, 2017

Name	Agency	Email Address
Cindi Werner	Loveland Habitat	cindi@lovelandhabitat.org
Bernadette Kuhn	Front Range Comm. College	bernadette.kuhn@frontrange.edu
Vince Deely	Loveland Habitat	vince@lovelandhabitat.org
Melissa Jensen	Colorado VNA	jensenm@vna.colorado.org
Liska Williams	Turning Point	lwilliams@turningpoint.org
Diane Wieland	FHS - 1 <sup>st</sup> Steps	dianewieland@thompsonschaafs.org
Anne Lance	Teaching Tree	alance@teaching-tree.org
Stephanie Clayton	Project Self-Sufficient	stephanie@ps-s.org
Emily Gorgol	VNA	emgorgol@fni.com
Heather Vesgund	Partners	heather.v@partnersmentoring.org
Jerri Schmitz	The Matthews House	jerri@thematthewshouse.org
Enca Wharton	Kids at Heart	director@kidsatheartfund.org

HSG Agency Informational Meeting  
January 11, 2017

Name	Agency	Email Address
MICHAEL GULLIKSEN	CENTER FOR ADULT LEARNING LEARNING	michael.gulliksen@Confrange.edu
Sharlene Johnson	Food Bank for Larimer Cty	sjohnson@foodbanklarimer.org
Olga Duvall	The Salvation Army	olga.duvall@usw.salvationarmy.org
Dave Moran	Turning Point	dmoran@turningpoint.org
LeAnn Massey	Respite Care	leannarespitecareinc.org
Came Olenick	Volunteers of America	larimer@voacolorado.org
Sandra Wright	Community Kitchen	communitykitchendirector@hdmw.com
Melissa Frasure	Neighbor to Neighbor	mfrasure@N2N.org
Denny Moyer	Enlight	
Saja Hindi	Child Safe	shindi@childsafecolorado.org
Kathy Hayes	Teaching Tree, Respite	khayes-writing@comcast.net
Steve Holloway	ATV	grantsmgr@alternativestoviolence.org
GAIL YANT	TVP	gyant@thompsonvalleyprschool.org
Marley Hamrich	Voices Carry CAC	marley@voicescarrycac.org
Steve Kuehneman	Neighbor to Neighbor	skuehneman@n2n.org
Guy Mendt	Catholic Charities	gmendt@cc.denver.org



**TO ALL LOVELAND CITIZENS AND INTERESTED PARTIES:  
NOTICE OF PUBLIC HEARINGS & AVAILABILITY OF DOCUMENT FOR REVIEW**

The City of Loveland has completed the 2017 Annual Action Plan for use of Federal Community Development Block Grant (CDBG) funds. It is anticipated that \$316,185 in FY2017 CDBG funds will be received by the City of Loveland from the U.S. Department of Housing and Urban Development (HUD). The City has continued its commitment to assist low and moderate income individuals and families by utilizing funds of the block grant funds to serve low and moderate income households and individuals through housing and public services. Funds will be used to address goals identified in the 2015-2020 Consolidated Plan.

- Increase the supply of affordable owner-occupied housing by 75 units and affordable rental units by 300.
  - Increase housing for the homeless by 200 units.
  - Rehabilitate 200 units of owner-occupied housing and 200 units of rental housing.
  - Provide public services activities for 5,000 low to moderate income persons.
  - Assist two organizations with public facility needs.
- A public hearing on the 2017 Annual Action Plan will be held on Tuesday, August 15, 2017 at 6:00 p.m. in the Loveland City Council Chambers, located at 500 East Third Street. The City of Loveland is committed to providing an equal opportunity for services, programs and activities and does not discriminate on the basis of disability, race, age, sex, national origin, religion, sexual orientation or gender. For more information on non-discrimination or for translation assistance, please contact the City's Title VI Coordinator at [TitleSix@cityofloveland.org](mailto:TitleSix@cityofloveland.org) or 970-662-2372. The City will make reasonable accommodations for individuals in accordance with the Americans with Disabilities Act (ADA). For more information on ADA or accommodations, please contact the City's ADA Coordinator at [ADA@cityofloveland.org](mailto:ADA@cityofloveland.org) or 970-662-2372. Loveland's 2017 Annual Action Plan is available to the public for examination from August 1, 2016 through August 15, 2017 at the City of Loveland Community Partnership Office, 500 E. Third Street, Loveland, Colorado 80537 or at [www.cityofloveland.org/communitypartnership](http://www.cityofloveland.org/communitypartnership). Any comments or questions regarding the plan should be directed in writing to the above address or by calling 970-662-2517, 8:00 a.m. to 5:00 p.m., Monday - Friday, or via e-mail at [alison.hubbard@cityofloveland.org](mailto:alison.hubbard@cityofloveland.org).

**NOTIFICACIÓN DE ASAMBLEA PÚBLICA & DISPONIBILIDAD DE DOCUMENTOS PARA SER REVISADOS**

La Ciudad de Loveland ha completado el Plan de Acción Anual del 2017 para el uso de los fondos federales de Subvenciones en Vivienda para el Desarrollo Comunitario (CDBG), por sus siglas en inglés. Se anticipa que la Ciudad de Loveland va a recibir \$316,185 en fondos CDBG en el año fiscal 2017 del departamento de vivienda y desarrollo urbano (HUD), por sus siglas en inglés de los EE.UU. La Ciudad ha continuado su compromiso de ayudar a los individuos y familias de bajos y moderados recursos al utilizar el 200% de los fondos del bloque de subvenciones para rehabilitar viviendas a los hogares e individuos de bajos y moderados recursos a través de servicios públicos y de vivienda. Los fondos serán usados para ejecutarse de las metas establecidas en el Plan Consolidado de 2015-2020.

- Aumentar el suministro de viviendas asequibles ocupadas por sus dueños para que haya 75 unidades más y 300 unidades más que sean arrendadas a precios asequibles.
- Aumentar la vivienda para las personas sin hogar para que haya 200 unidades más.
- Rehabilitar 200 unidades de viviendas ocupadas por sus dueños y 200 unidades de vivienda para arrendar.
- Proveer actividades de servicios al público para 5,000 personas de bajos y moderados recursos.
- Ayudar a dos organizaciones con sus necesidades de instalaciones públicas.

Se va a reunir a cada una asamblea pública acerca del Plan de Acción Anual del 2017 en martes 15 de agosto del 2017 a las 6:00 p.m. en la Cámara del Concejo de la Ciudad de Loveland ubicada en 500 East Third Street. La Ciudad de Loveland está comprometida a proporcionar igualdad de oportunidades para los servicios, programas y actividades y no discriminar en base a discapacidad, raza, edad, sexo, origen nacional, religión, orientación sexual o género. Para más información sobre la no discriminación o para asistencia en traducción, favor contactar al Coordinador Título VI de la Ciudad al [TitleSix@cityofloveland.org](mailto:TitleSix@cityofloveland.org) o al 970-662-2372. La Ciudad realizará las acomodaciones razonables para los ciudadanos de acuerdo con la Ley de Discriminación para Americanos (ADA). Para más información sobre ADA o acomodaciones, favor contactar al Coordinador de ADA de la Ciudad en [ADA@cityofloveland.org](mailto:ADA@cityofloveland.org) o al 970-662-2372.

El Plan de Acción Anual del 2017 de Loveland está disponible al público para ser examinado del 1 de agosto del 2017, hasta el 15 de agosto del 2017 en la Oficina de Colaboración Comunitaria de la Ciudad de Loveland, 500 E. Third Street, Loveland, Colorado 80537 o en [www.cityofloveland.org/communitypartnership](http://www.cityofloveland.org/communitypartnership). Todos sus preguntas o comentarios acerca del plan se pueden enviar por escrito a la Oficina de Colaboración Comunitaria de la Ciudad de Loveland, 500 E. Third Street, 860-2517, 8:00 a.m. a 5:00 p.m., lunes a viernes, o por e-mail a [alison.hubbard@cityofloveland.org](mailto:alison.hubbard@cityofloveland.org).  
Published Loveland Reporter Herald July 31, 2017 - 13A7, 435

Prairie Mountain Media, LLC

**PUBLISHER'S AFFIDAVIT**

County of Larimer  
State of Colorado

The undersigned, Terry Love, being first duly sworn under oath, states and affirms as follows:

1. He/she is the legal Advertising Reviewer of Prairie Mountain Media LLC, publisher of the Loveland Reporter Herald.
2. The Loveland Reporter Herald is a newspaper of general circulation that has been published continuously and without interruption for at least fifty-two weeks in Larimer County and meets the legal requirements for a legal newspaper under Colo. Rev. Stat. 24-70-103.
3. The notice that is attached hereto is a true copy, published in the Loveland Reporter Herald in Larimer County on the following date(s):

Jul 31, 2017

*TERRY LOVE*

Signature

Subscribed and sworn to me before me this

1st day of August 2017

*Melissa L. Najera*

Notary Public

MELISSA L. NAJERA  
NOTARY PUBLIC  
STATE OF COLORADO  
NOTARY ID 20064048936  
MY COMMISSION EXPIRES DEC. 11, 2018

(SEAL)

Account: 1051252  
Ad Number: 1341435  
Fee: 590.77

**RESOLUTION #R-72-2017**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LOVELAND, COLORADO APPROVING A COMMUNITY DEVELOPMENT BLOCK GRANT ANNUAL ACTION PLAN FOR 2017 – 2018**

**WHEREAS**, the City of Loveland, Colorado receives federal Community Development Block Grant (“CDBG”) dollars from the U.S. Department of Housing and Urban Development (“HUD”); and

**WHEREAS**, HUD requires the City to submit an annual action plan providing detailed information regarding the City’s plan to spend the federal funding; and

**WHEREAS**, the City has developed a Community Development Block Grant Annual Action Plan for 2017 – 2018, a copy of which is on file with the City Clerk (“Annual Action Plan”); and

**WHEREAS**, the Annual Action Plan includes information regarding the allocation of 2017 – 2018 CDBG funds that was approved by the City Council on August 15, 2017 through the adoption of Resolution #R- 69-2017; and

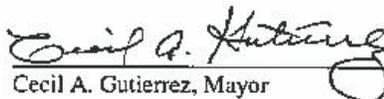
**WHEREAS**, the City Council desires to approve the Annual Action Plan.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF LOVELAND, COLORADO:**

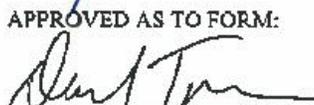
**Section 1.** That the Community Development Block Grant Annual Action Plan for 2017 – 2018, a copy of which is on file with the City Clerk, is hereby approved.

**Section 2.** That this Resolution shall take effect as of the date of its adoption.

**ADOPTED** this 15th day of August, 2017.

  
Cecil A. Gutierrez, Mayor

**ATTEST**  
  
Acting City Clerk

**APPROVED AS TO FORM:**  
  
Assistant City Attorney





**Grantee SF-424's and Certification(s)**

OMB Number: 4040-0004  
Expiration Date: 04/31/2012

Application for Federal Assistance SF-424		Version 02
*1. Type of Submission		
<input type="checkbox"/> Preapplication	*2. Type of Application      *If Revision, select appropriate letter(s):	
<input checked="" type="checkbox"/> Application	<input checked="" type="checkbox"/> New	
<input type="checkbox"/> Changed/Corrected Application	<input type="checkbox"/> Continuation	* Other (Specify)
	<input type="checkbox"/> Revision	
*3. Date Received:		4. Application Identifier: B-17-MC-08-0012
5a. Federal Entity Identifier: B-17-MC-08-0012		*5b. Federal Award Identifier:
<b>State Use Only:</b>		
6. Date Received by State:		7. State Application Identifier:
<b>8. APPLICANT INFORMATION:</b>		
* a. Legal Name: City of Loveland		
* b. Employer/Taxpayer Identification Number (EIN/TIN): 84-60007609 <i>ash</i>		*c. Organizational DUNS: 0764814070000
<b>d. Address:</b>		
*Street1: 500 E. Third Street		
Street 2:		
*City: Loveland		
County: Larimer		
*State: Colorado		
Province:		
Country: USA		*Zip/ Postal Code: 80537
<b>e. Organizational Unit:</b>		
Department Name: Executive		Division Name: Community Partnership Office
<b>f. Name and contact information of person to be contacted on matters involving this application:</b>		
Prefix: Ms.		First Name: Alison
Middle Name:		
*Last Name: Hade		
Suffix:		
Title: Administrator		
Organizational Affiliation: City of Loveland		
*Telephone Number: (970) 962-2517		Fax Number:
*Email: alison.hade@cityofloveland.gov		

**Application for Federal Assistance SF-424**

Version 02

9. Type of Applicant 1: Select Applicant Type: C. City or Township Government

Type of Applicant 2: Select Applicant Type:  
- Select One -

Type of Applicant 3: Select Applicant Type:  
- Select One -

\*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:  
Community Development Block Grant

13. Competition Identification Number:

Title:

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

City of Loveland or Larimer County

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

2017 Annual Action Plan

**Attach supporting documents as specified in agency instructions.**

<b>Application for Federal Assistance SF-424</b>		Version 02
16. Congressional Districts Of: <b>CO-004</b>		
*a. Applicant <b>CO-004</b>	*b. Program/Project: <b>City of Loveland</b>	
Attach an additional list of Program/Project Congressional Districts if needed.		
17. Proposed Project:		
*a. Start Date: <b>10/01/2017</b>	*b. End Date: <b>09/30/2018</b>	
<b>18. Estimated Funding (\$):</b>		
*a. Federal	<b>\$316,186.00</b>	
*b. Applicant		
*c. State		
*d. Local		
*e. Other		
*f. Program Income		
*g. TOTAL	<b>\$316,186.00</b>	
<b>*19. Is Application Subject to Review By State Under Executive Order 12372 Process?</b>		
<input type="checkbox"/> a. This application was made available to the State under the Executive Order 12372 Process for review on <input type="checkbox"/> b. Program is subject to E.O. 12372 but has not been selected by the State for review. <input checked="" type="checkbox"/> c. Program is not covered by E.O. 12372		
*20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes", provide explanation.)		
<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
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)		
<input checked="" type="checkbox"/> **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.		
<b>Authorized Representative:</b>		
Prefix: <b>Mr.</b>	*First Name: <b>Stephen</b>	
Middle Name: _____		
*Last Name: <b>Adams</b>		
Suffix: _____		
*Title: <b>City Manager</b>		
*Telephone Number: <b>(970) 962-2306</b>		Fax Number: _____
*Email: <b>steve.adams@cityofloveland.org</b>		
*Signature of Authorized Representative: <i>Stephen Adams</i>		Date Signed: <b>7-25-2017</b>

## CERTIFICATIONS

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

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

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

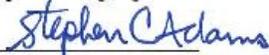
**Anti-Lobbying --** To the best of the jurisdiction's knowledge and belief:

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-L.L.L., "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 CDBG, HOME, ESG, and HOPWA funds are consistent with the strategic plan.

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

  
Signature/Authorized Official

Date

7-25-2017

### Specific CDBG Certifications

The Entitlement Community certifies that:

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

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

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

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

1. Maximum Feasible Priority. With respect to activities expected to be assisted with CDBG funds, it certifies that it has developed its Action Plan so as to give maximum feasible priority to activities which benefit low and moderate income families or aid in the prevention or elimination of slums or blight. The Action Plan may also include activities which the grantee certifies are designed to meet other community development needs having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community, and other financial resources are not available).
2. Overall Benefit. The aggregate use of CDBG funds including section 108 guaranteed loans during program year(s) 2017, \_\_\_\_\_ (a period specified by the grantee consisting of one, two, or three specific consecutive program years), shall principally benefit persons of low and moderate income in a manner that ensures that at least 70 percent of the amount is expended for activities that benefit such persons during the designated period;
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.

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

**Excessive Force** -- It has adopted and is enforcing:

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 USC 2000d), the Fair Housing Act (42 USC 3601-3619), and implementing regulations.

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

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

Stephen Adams      7-25-2017  
Signature/Authorized Official      Date

CITY MANAGER  
Title

**OPTIONAL CERTIFICATION  
CDBG**

Submit the following certification only when one or more of the activities in the action plan are designed to meet other community development needs having a particular urgency as specified in 24 CFR 570.20§(c):

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

Stephen Adams  
Signature/Authorized Official

7-25-2017  
Date

CITY MANAGER  
Title

**APPENDIX TO CERTIFICATIONS**

**INSTRUCTIONS CONCERNING LOBBYING:**

**A. 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.