



Community Development Block Grant  
Annual Action Plan  
July 2023 – June 2024

# Executive Summary

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

### 1. Introduction

The Annual Action Plan (AAP) is a yearly community development plan required by the United States Department of Housing and Urban Development (HUD) for Community Development Block Grant entitlement grantees and serves as a guide to carry out activities such as assisting those at risk of homelessness, improving public facilities, improving housing conditions, and public services to low- and moderate-income persons in accordance with the City's Consolidated Plan.

### 2. Summarize the objectives and outcomes identified in the Plan

The 2023-2024 Annual Action Plan will be focusing on the following:

Services for Homeless and At-Risk of Homelessness – The City of Monroe will continue to provide support for our community partners and agencies. Programs supported include food distribution and foreclosure and eviction counseling. The City is also continuing its efforts to support shelters in the community.

Improving Housing Conditions – The City of Monroe will continue the FIX Program which provides housing rehabilitation for qualified residents. In efforts to make safer and hazard-free housing conditions, the City will also continue demolition and code enforcement in low-income areas.

Affordable Housing – The City of Monroe is recently completed an Assessment of Fair Housing which will serve as a guide to create programs that will lower cost burden through home assistance, job creation and education. The City also completed the Orchard East Subarea Plan which focus on development of one of the City's lowest income census tracts. The City also plans to create a housing strategy plan to address housing needs in the community.

Public Facility and Infrastructure Improvement – The City of Monroe will continue to provide quality facilities for residents.

### 3. Evaluation of past performance

In previous years the City of Monroe has focused funding to improve the quality of life for its residents. The City has made improvements to public facilities including ADA improvements to

Dorsch Library; installation of Labor Park, a playground located in the City's lowest income census tract; and improvements to the Arthur Lesow Community Center which services low-mod income persons and seniors.

The City also uses funds to assist with affordable housing through the FIX program, a home rehabilitation program for qualified home owners; food distribution and foreclosure and eviction counseling.

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

The City of Monroe held XX public hearings during City Council meetings. The first was held prior to the 30-day comment period and the second at the conclusion of the comment period prior to Council final approval.

The City also held an informational meeting for local agencies to discuss potential projects, the program, and application process.

**5. Summary of public comments**

(Add comments)

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

(Add comments)

**7. Summary**

The City makes every attempt to seek and include community input when selecting projects and activities for the CDBG program and to ensure the needs of the community are met.

**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.

<b>Agency Role</b>	<b>Name</b>	<b>Department/Agency</b>
CDBG Administrator	Monroe	Economic & Community Development Department

**Table 1 – Responsible Agencies**

**Narrative (optional)**

The Economic & Community Development Department is responsible for the daily administration of the CDBG program; however various City departments are consulted during the plan development.

**Consolidated Plan Public Contact Information**

The Economic & Community Development Department can be contacted in person or by phone at:

Monroe City Hall  
120 East First Street  
Monroe, MI 48161  
734-384-9184

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

### **1. Introduction**

While the City of Monroe is the grant recipient, the CDBG program’s success requires involvement of the community. By working with local agencies and organizations the City is able to gain important insight on the needs of the community and suggestions on how to best meet those needs.

**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 City of Monroe maintains contact with a number of service providers as outlined in the chart below. Communication with these agencies are vital to the CDBG program. During the development of the plan, local agencies were invited to a meeting to discuss the upcoming program year, apply for funding and offer suggestions on needs in the community.

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

The City of Monroe works closely with Stephanie Kasprazk, the chairperson of the Monroe County Continuum of Care and the Director of the Monroe County Opportunity Program. Representatives from the City also attend meetings of the Monroe County Network on Homelessness.

**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 City of Monroe does not receive ESG funds.

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

Table 2 – Agencies, groups, organizations who participated

1	<b>Agency/Group/Organization</b>	Catholic Charities of Southeast Michigan
	<b>Agency/Group/Organization Type</b>	Services-Children
	<b>What section of the Plan was addressed by Consultation?</b>	Non-Homeless Special Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Catholic Charities of Southeast Michigan was invited to apply for funds and/or submit comments during the plan development. No comments or application was received.
2	<b>Agency/Group/Organization</b>	Elm House
	<b>Agency/Group/Organization Type</b>	
	<b>What section of the Plan was addressed by Consultation?</b>	Non-Homeless Special Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Elm House has been a past subrecipient of CDBG funds. This year they were invited to apply for funds and/or submit comments during the plan development. No comments or application was received.
3	<b>Agency/Group/Organization</b>	Family Counseling & Shelter Services of Monroe County
	<b>Agency/Group/Organization Type</b>	Services - Housing Services-Children Services-Victims of Domestic Violence Services-homeless
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Non-Homeless Special Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Family Counseling & Shelter Services of Monroe County was invited to apply for funds and/or submit comments during the plan development. No comments or application was received.

4	<b>Agency/Group/Organization</b>	God Works
	<b>Agency/Group/Organization Type</b>	Services-Children Services-Elderly Persons Services-Health
	<b>What section of the Plan was addressed by Consultation?</b>	Non-Homeless Special Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	God Works was invited to apply for funds and/or submit comments during the plan development. No comments or application was received.
5	<b>Agency/Group/Organization</b>	Legal Services of South Central Michigan
	<b>Agency/Group/Organization Type</b>	Services - Housing Services-Children Services-Victims of Domestic Violence Services - Victims
	<b>What section of the Plan was addressed by Consultation?</b>	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Legal Services of South Central Michigan is one of the agencies funded by the City of Monroe. The City of Monroe annually requests their input into how the Community Development Block Grant might better assist those in need.
6	<b>Agency/Group/Organization</b>	Monroe Commission on Aging
	<b>Agency/Group/Organization Type</b>	Services-Elderly Persons
	<b>What section of the Plan was addressed by Consultation?</b>	Non-Homeless Special Needs

	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Monroe Commission on Aging was invited to apply for funds and/or submit comments during the plan development. No comments or application was received.
7	<b>Agency/Group/Organization</b>	Monroe Community Mental Health Authority
	<b>Agency/Group/Organization Type</b>	Services-Health
	<b>What section of the Plan was addressed by Consultation?</b>	Non-Homeless Special Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Monroe Community Mental Health Authority was invited to apply for funds and/or submit comments during the plan development. No comments or application was received.
8	<b>Agency/Group/Organization</b>	Monroe County Opportunity Program
	<b>Agency/Group/Organization Type</b>	Services - Housing Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-Victims of Domestic Violence Services-homeless Services-Health
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Non-Homeless Special Needs



	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Monroe County Opportunity Program is one of the agencies funded by the City of Monroe. The City of Monroe annually requests their input into how the Community Development Block Grant might better assist those in need.
9	<b>Agency/Group/Organization</b>	Monroe Family YMCA
	<b>Agency/Group/Organization Type</b>	Services-Children Services-Health
	<b>What section of the Plan was addressed by Consultation?</b>	Non-Homeless Special Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Monroe Family YMCA was invited to apply for funds and/or submit comments during the plan development. No comments or application was received.
10	<b>Agency/Group/Organization</b>	Monroe Housing Commission
	<b>Agency/Group/Organization Type</b>	PHA
	<b>What section of the Plan was addressed by Consultation?</b>	Public Housing Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Monroe Housing Commission is one of the agencies funded by the City of Monroe. The City of Monroe annually requests their input into how the Community Development Block Grant might better assist those in need.
11	<b>Agency/Group/Organization</b>	One Sheep Ministries
	<b>Agency/Group/Organization Type</b>	Services-Children Services-Elderly Persons Services-homeless Services-Health
	<b>What section of the Plan was addressed by Consultation?</b>	Non-Homeless Special Needs

	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	One Sheep Ministries has been a past subrecipient of CDBG funds. This year they were invited to apply for funds and/or submit comments during the plan development. No comments or application was received.
12	<b>Agency/Group/Organization</b>	Philadelphia House
	<b>Agency/Group/Organization Type</b>	Housing Services-homeless
	<b>What section of the Plan was addressed by Consultation?</b>	Homeless Needs - Chronically homeless Homelessness Needs - Veterans 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>	Philadelphia House was invited to apply for funds and/or submit comments during the plan development. No comments or application was received.
13	<b>Agency/Group/Organization</b>	Salvation Army of Monroe County
	<b>Agency/Group/Organization Type</b>	Services - Housing Services-Children Services-Victims of Domestic Violence Services-homeless Services-Health Services-Employment
	<b>What section of the Plan was addressed by Consultation?</b>	Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Strategy Non-Homeless Special Needs

	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Salvation Army was invited to apply for funds and/or submit comments during the plan development. No comments or application was received.
14	<b>Agency/Group/Organization</b>	Selah's Center of Hope
	<b>Agency/Group/Organization Type</b>	Services - Housing Services-Children Services-Victims of Domestic Violence Services-homeless Services-Health Services-Employment
	<b>What section of the Plan was addressed by Consultation?</b>	Homeless Needs - Families with children Homelessness Strategy Non-Homeless Special Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Selah's Center of Hope was invited to apply for funds and/or submit comments during the plan development. No comments or application was received.
15	<b>Agency/Group/Organization</b>	United Way
	<b>Agency/Group/Organization Type</b>	Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-Persons with HIV/AIDS Services - Victims
	<b>What section of the Plan was addressed by Consultation?</b>	Non-Homeless Special Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	United Way was invited to apply for funds and/or submit comments during the plan development. No comments or application was received.

16	<b>Agency/Group/Organization</b>	Comcast
	<b>Agency/Group/Organization Type</b>	Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-Persons with HIV/AIDS Services - Victims
	<b>What section of the Plan was addressed by Consultation?</b>	Non-Homeless Special Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Comcast was invited to submit comments during the plan development. No comments or application was received.
17	<b>Agency/Group/Organization</b>	Spectrum
	<b>Agency/Group/Organization Type</b>	Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-Persons with HIV/AIDS Services - Victims
	<b>What section of the Plan was addressed by Consultation?</b>	Non-Homeless Special Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Spectrum was invited to submit comments during the plan development. No comments or application was received.

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

The City makes every attempted to consult with key agencies. Any agencies who were not consulted was not done so intentionally.

**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	Monroe County Opportunity Program	The City of Monroe is focused on increasing services for the homeless and find stable affordable housing for those residents.

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

**Narrative (optional)**

The City of Monroe consults with local agencies to gain a more complete of the community, its needs, and what is needed to address those needs.

**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 City of Monroe held two (2) public hearings during City Council meetings. The first was held prior to the 30-day comment period and the second at the conclusion of the comment period prior to Council final approval.

The City also held an informational meeting for local agencies to discuss potential projects, the program, and application process.

**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				
2	Public Hearing	Non-targeted/broad community				

**Table 4 – Citizen Participation Outreach**

## Expected Resources

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

#### Introduction

The City of Monroe does not regularly receive federal funds that can be used for the goals set forth in this Annual Action Plan other than those received through its Community Development Block Grant allocation. As opportunities arise, the City does pursue grants or partnerships to supplement CDBG funding, however since these additional funds are not guaranteed the funds discussed in this section will focus primarily on the City’s CDBG allocations.

#### Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 3				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
<b>CDBG</b>	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	<b>\$444,645</b>	<b>0</b>	<b>\$155,753</b>		<b>900,000</b>	

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**

As in previous years, the City of Monroe hopes to use CDBG funds to leverage additional funding from outside sources. When deciding what projects to fund, additional resources is always taken into consideration and deciding the best use and source for available funds is always a priority. These ensures the City is able to appropriately assist residents while making the greatest impact.



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

Historically, the publicly owned land and properties used to address needs in the Consolidated Plans have been City-owned libraries, community centers and parks. The City has and will continue to make improvements to these facilities to provide residents improved amenities and services.

**Discussion**

It is the intention of the City to use CDBG funds to improve the lives of low- and moderate income residents and provide much needed programs and services to those in need.

## **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	Home Rehabilitation	2021	2026	Affordable Housing Non-Homeless Special Needs	City Wide	Improve Housing Conditions Housing Affordability	CDBG: \$85,000	Homeowner Housing Rehabilitated: 3 Household Housing Unit
2	Assistance for Homeless & At-Risk	2021	2026	Homeless	City Wide	Services for Homeless & At-Risk of Homelessness	CDBG: \$10,000	Public service activities other than Low/Moderate Income Housing Benefit: 200 Persons Assisted
3	Blight Removal and Code Enforcement	2021	2026	Non-Housing Community Development	Orchard East Neighborhood Enterprise Zone	Non-Housing Community Needs	CDBG: \$80,000	Buildings Demolished: 2 Buildings Housing Code Enforcement/Foreclosed Property Care: 10 Household Housing Unit
4	Demolition	2021	2026	Non-Housing Community Development	Orchard East Neighborhood Enterprise Zone	Non-Housing Community Needs	CDBG: \$50,000	Buildings Demolished: 2 Buildings
5	Public Facility Improvements	2021	2026	Non-Housing Community Development	City Wide	Provide Quality Public Facilities & Infrastructure	CDBG: \$95,000	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 1000 Persons Assisted
6	Summer Youth Program	2021	2026	Non-Housing Community Development	Orchard East Neighborhood Enterprise	Non-Housing Community Needs	CDBG: \$50,000	
7	Planning / Market Studies	2021	2026	Non-Housing Community Development	City Wide	Non-Housing Community Needs	CDBG: \$80,000	Other: 1 Other

## Goal Descriptions

1	<b>Goal Name</b>	Home Rehabilitation
	<b>Goal Description</b>	The City of Monroe will continue the owner-occupied housing rehabilitation program which is available to low- and moderate-income residents. While assistance is available to anyone qualified within City limits, it is the City's intent for the program to be used in the Orchard East target area and within the Neighborhood Enterprise Zone to encourage private investment.
2	<b>Goal Name</b>	Assistance for Homeless & At-Risk
	<b>Goal Description</b>	Funding for programs that will benefit those who are homeless or at risk of homelessness. Activities may include assisting shelters, legal services, and food distribution.
3	<b>Goal Name</b>	Blight Removal and Code Enforcement
	<b>Goal Description</b>	CDBG funds will be used to fund City staff to enforce the City's code, administer violations, and remove blight within low- and moderate-income areas. The City will also fund removal of vacant and abandoned structures in targets areas. These structures may be beyond repair or create a health and safety hazard for local residents.
4	<b>Goal Name</b>	Public Facility Improvements
	<b>Goal Description</b>	The City will mainly focus on improving public facilities in low and moderate income areas. These projects may include repaving of roads and alleyways and improvements to neighborhood parks.
5	<b>Goal Name</b>	Education and Job Training
	<b>Goal Description</b>	The City of Monroe will fund a Summer Youth Employment Program.
6	<b>Goal Name</b>	Planning / Market Studies
	<b>Goal Description</b>	Administration and planning of the CDBG program.

# Projects

## AP-35 Projects – 91.220(d)

### Introduction

In accordance with its Consolidated Plan, the City of Monroe has drafted its Third Year Annual Action Plan (AAP). The AAP is an extension of the Consolidated Plan and develops comprehensive strategies covering both housing and non-housing community needs. The purpose of these activities is to provide funding and assistance to address a variety of needs within the community, including housing, recreation, community development, poverty and homelessness.

### Projects

#	Project Name
1	Housing Rehabilitation
2	Legal Services
3	Blight Removal & Code Enforcement
4	Demolition of Vacant & Abandoned Structures
5	Public Facility Improvements
6	Summer Youth Program
7	Planning & Administration

Table 6 - Project Information

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

The City of Monroe prioritizes its allocation on community needs and agency capabilities. In order to have a successful program, the City must account for needs and partner with agencies that are able to assist in meeting those needs in an effective and efficient way.

## AP-38 Project Summary

### Project Summary Information

1	<b>Project Name</b>	Housing Rehabilitation
	<b>Target Area</b>	City Wide
	<b>Goals Supported</b>	Home Rehabilitation
	<b>Needs Addressed</b>	Improve Housing Conditions
	<b>Funding</b>	CDBG: \$85,000
	<b>Description</b>	Housing rehabilitation programs for LMI households.
	<b>Target Date</b>	6/30/2024
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	It is anticipated three (3) households will receive assistance with rehabilitation.
	<b>Location Description</b>	City Wide
	<b>Planned Activities</b>	Planned activities include the FIX Program, which is an owner occupied home rehabilitation program for qualified residents.
2	<b>Project Name</b>	Legal Services
	<b>Target Area</b>	City Wide
	<b>Goals Supported</b>	Assistance for Homeless & At-Risk
	<b>Needs Addressed</b>	Services for Homeless & At-Risk of Homelessness
	<b>Funding</b>	CDBG: \$10,000
	<b>Description</b>	Legal aid for income-eligible families in the City facing homelessness.

	<b>Target Date</b>	6/30/2023
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	The portion of this program funded by CDBG will assist 100 families, but LSSCM typically helps many more families than this during the program year. Based on previous years' performances, it is anticipated 100 families (or approximately 230 individuals) ranging from extremely low to low income will utilize this service.
	<b>Location Description</b>	City Wide
	<b>Planned Activities</b>	Legal Services of South Central Michigan provides legal aid to families facing eviction or foreclosure. These services can range from combating illegal.
<b>3</b>	<b>Project Name</b>	Blight Removal & Code Enforcement
	<b>Target Area</b>	Orchard East Neighborhood Enterprise Zone
	<b>Goals Supported</b>	Blight Removal and Code Enforcement
	<b>Needs Addressed</b>	Improve Housing Conditions
	<b>Funding</b>	CDBG: \$80,000
	<b>Description</b>	Fund staff time spent on code enforcement, blight removal and legal fees if needed.
	<b>Target Date</b>	6/30/2024
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	In a typical year, the Building Department completes approximately 400 cases within the designated target areas.
	<b>Location Description</b>	Orchard East and Neighborhood Enterprise Zones
	<b>Planned Activities</b>	Blight reduction, legal counsel and code enforcement officer's time in low- and moderate-income neighborhoods.
<b>4</b>	<b>Project Name</b>	Demolition of Vacant & Abandoned Structures
	<b>Target Area</b>	City Wide

	<b>Goals Supported</b>	Blight Removal and Code Enforcement
	<b>Needs Addressed</b>	Improve Housing Conditions
	<b>Funding</b>	CDBG: \$205,753
	<b>Description</b>	Blight removal and demolition of vacant and abandoned structures in low-mod census tracts.
	<b>Target Date</b>	6/30/2024
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	It is estimated that three (3) properties will be demolished during the 2023-2024 program year.
	<b>Location Description</b>	City Wide
	<b>Planned Activities</b>	Blight reduction and demolition of vacant structures in low- and moderate-income neighborhoods.
5	<b>Project Name</b>	Public Facility Improvements
	<b>Target Area</b>	Orchard East Neighborhood Enterprise Zone
	<b>Goals Supported</b>	Public Facility Improvements
	<b>Needs Addressed</b>	Provide Quality Public Facilities & Infrastructure
	<b>Funding</b>	CDBG: \$490,893
	<b>Description</b>	Funding to improve public facilities, such as streets, alleyways and parks in low-mod census tracts to improve accessibility and increase recreational opportunities.
	<b>Target Date</b>	6/30/2024
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Approximately 1000 families will benefit.
	<b>Location Description</b>	City Wide



	<b>Planned Activities</b>	Activities may include improvements to neighborhood parks, streets and alleyways, and facilities designed to assist low- and moderate income residents.
<b>6</b>	<b>Project Name</b>	Summer Youth Program
	<b>Target Area</b>	Orchard East
	<b>Goals Supported</b>	Non-Housing Community Needs
	<b>Needs Addressed</b>	Non-Housing Community Needs
	<b>Funding</b>	CDBG: \$50,000
	<b>Description</b>	The summer youth program is operated by the Monroe County Opportunity Center and will include recreational activities, mentoring and life skills.
	<b>Target Date</b>	6/30/2024
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	60 youth
	<b>Location Description</b>	Orchard East
	<b>Planned Activities</b>	The summer youth program is operated by the Monroe County Opportunity Center and will include recreational activities, mentoring and life skills.
<b>7</b>	<b>Project Name</b>	Planning & Administration
	<b>Target Area</b>	City Wide
	<b>Goals Supported</b>	Planning / Market Studies
	<b>Needs Addressed</b>	Non-Housing Community Needs
	<b>Funding</b>	CDBG: \$60,000
	<b>Description</b>	Administer the CDBG Program and all its activities.
	<b>Target Date</b>	6/30/2024

<b>Estimate the number and type of families that will benefit from the proposed activities</b>	
<b>Location Description</b>	City Wide
<b>Planned Activities</b>	Administer the CDBG Program and all its activities.

## **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**

The City of Monroe has three (3) target areas when distributing funds. The first is the Orchard East neighborhood on the City's southeast side. This area has the lowest income in the City and the highest concentration of minority residents.

A secondary area of funding is the City's designated Neighborhood Enterprise Zones (NEZ). The NEZs are found in low- and moderate-income sections of the City. There are two distinct zones: one east of South Monroe Street; the other west of South Monroe Street. These areas, while not as disadvantaged as the Orchard East neighborhood, do face significant blight issues and the conversion of single-family homes to rental properties. The NEZs were established to arrest the overall decline of housing conditions that accelerated after the housing crisis and to promote continued home ownership.

The third is City Wide. Projects and activities that take place City Wide will be qualified based on census tract or clientele.

### **Geographic Distribution**

<b>Target Area</b>	<b>Percentage of Funds</b>
Orchard East	
City Wide	
Neighborhood Enterprise Zone	

**Table 7 - Geographic Distribution**

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

As in past years, the City of Monroe will concentrate funds in the areas with the greatest needs. This action plan distributes funds mainly city wide in low and moderate income census tracts. The previous years, the majority of funds was invested within the Orchard East Neighborhood. By distributing funds throughout the City within the qualified census tracts more residents can be assisted, blighted conditions can be improved across the City, and more residents can have access to updated infrastructure.

### **Discussion**

The allocation of funds is designed to serve the areas most in need while reaching the greatest number

of residents.

## Affordable Housing

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

#### Introduction

The City is continuously looking for activities to assist residents with affordable housing. The FIX Program is a home rehabilitation program for low- and moderate-income persons. The program allows homeowners to make needed repairs to their home without the burden of a loan or a sizeable upfront amount. Many of the rehabilitations result in better energy efficiencies that can cause lower utilities and help maintain affordability.

Legal Services of South Central Michigan (LSSCM) provides assistance to qualified residents who are at-risk of homeless due to foreclosure or eviction. LSSCM’s goal is to keep the resident in their home, however if this isn’t realistic, they will assist in finding more affordable housing.

<b>One Year Goals for the Number of Households to be Supported</b>	
Homeless	
Non-Homeless	100
Special-Needs	
Total	100

**Table 8 - One Year Goals for Affordable Housing by Support Requirement**

<b>One Year Goals for the Number of Households Supported Through</b>	
Rental Assistance	
The Production of New Units	
Rehab of Existing Units	3
Acquisition of Existing Units	
Total	3

**Table 9 - One Year Goals for Affordable Housing by Support Type**

#### Discussion

The City of Monroe is continually looking for opportunities to provide affordable housing and plans to begin work on a residential housing plan.

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

### **Introduction**

In previous years the City of Monroe has used funds to assist the Monroe Housing Commission including a summer recreation program. While the Monroe Housing Commission has not be a subrecipient in recent years, they will be receiving assistance this year through the installation of a park at one of their housing complexes.

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

This program year the City of Monroe will be working with the Monroe Housing Commission to install a park at the Greenwood Townhouses complex. The park will provide onsite recreational opportunities for the families in the complex.

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

The City is exploring ways to work more closely with the Monroe Housing Commission to assist residents in becoming homeowners. The City has recently completed its assessment of fair housing and will be completing a housing strategy plan to address affordable housing in the City. Additionally, the City has a down-payment assistance program for first time homeowners.

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

The Monroe Housing Commission is in good standing.

### **Discussion**

The City of Monroe will continues support and partner with the Monroe Housing Commission in effort to provide housing and needed services.

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

### **Introduction**

As the City and its residents continues to deal with the effects of COVID-19 and rising prices in food and rent, the risk of homelessness rises. The increased financial burden can lead to housing insecurity, especially for residents who already face a high cost burden.

### **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**

Homelessness is an ongoing concern in the City of Monroe. A representative of the City attends meetings of the Monroe County Network on Homelessness. The Monroe County Network on Homelessness consists of various local shelters and programs within Monroe County that are geared to meet the needs of homeless residents in the area. These meetings provide information such as available beds, programs, services, needs, and provides a place for problem solving and supportive services.

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

While the Monroe County Network on Homelessness is a great resource to gain current information, the City also solicits requests for funds and comments from shelters within the area during the drafting of the Annual Action Plan each year.

The City will begin work on a housing assessment and strategy. The assessment will look at the housing stock, availability, and affordability within the City. From this, a housing strategy will be developed in effort to fill those gaps of housing needs. This can help in addressing homelessness and those at risk of homelessness by ensuring affordable housing is available.

#### **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 has a down payment assistance program to assist qualified residents purchasing a home. Additionally, Monroe County Opportunity Program (MCOP) receives funding that allows them to help families who are at risk of homelessness with the "up front" costs of finding housing and the City is

exploring ways to support these activities.

**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 legal services program allows residents facing eviction or foreclosure to receive legal assistance in effort to stay in their home. Cases have included loss of income, eviction and domestic abuse. In cases where foreclosure or eviction is not preventable, assistance finding affordable housing.

In addition, many of the shelters in the area also provide wrap around services to assist in finding permanent or transitional housing for residents. The City is always exploring new ways to assist the shelters.

## **Discussion**

It is the City's goal to not only assist those who are homeless, but to provide services to prevent homelessness and housing instability.



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

### **Introduction:**

The City of Monroe is a largely “built out” community making development of new, affordable units difficult. In efforts to provide more affordable housing, the City must work with existing landlords and developers to offer lower rent to qualified residents.

### **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 of Monroe is exploring new ways to provide affordable housing. The City recently completed the Orchard East Subarea Plan which focuses on the Orchard East neighborhood and provides strategies for attracting businesses, services and housing to the neighborhood.

The City is also evaluating the Neighborhood Enterprise Zone (NEZ) Program. The NEZ Program offers tax breaks to property owners who agree to make improvements to properties in designated areas of the City. For owner-occupied units, this will mean less money spent on housing and for landlords, it could allow them to offer lower rents to tenants. The neighborhood enterprise zones also contain some properties that have become obsolete, leaving large areas that could be redeveloped. This provides potential for residential development, wherein the City or another local non-profit could use CDBG or other grants to retain or develop affordable units.

### **Discussion:**

The City of Monroe is continually looking for opportunities to remove housing barriers and provide affordable housing. The City will be completing do a comprehensive housing plan to gain more insight on housing needs.

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

### **Introduction:**

The City is entering its third year of its Consolidated Plan and is continuing to focus on the goals and strategies outlined in the Plan.

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

There can be a number of obstacles when trying to address underserved needs. One of the main challenges can be knowing and understanding what needs a community has. The consultation process is an important part of plan development but the City does not always receive comments back from local agencies making it difficult to truly understand what is needed. This makes knowing the needs difficult at times so the City is constantly looking for new ways to engage the community.

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

The City's home rehabilitation program allows residents to avoid taking out home improvement loans or second mortgages. Most improvements result in energy efficiencies that will help lower utility bills which factor into home affordability.

The City of Monroe also works with Legal Services of South Central Michigan on foreclosure and eviction prevention. One of the services offered is finding and securing access to benefits for low-income families that either increase their income or limit the price of their housing. Consequently, they are able to stay in their home because of its new affordability.

The City's final measure to foster and maintain affordable housing is the Neighborhood Enterprise Zones (NEZ). This is a tax incentive program providing local property tax savings for owners who pledge to make repairs to their residences. For homeowners, this will mean lower tax bills; and for landlords the savings may lead to more affordable rents for tenants. At a minimum, the program should lead to better conditions for rental units that are defined as "affordable."

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

The City's home rehabilitation program (FIX Program) must follow lead safe work practices and remediation rules based upon the amount of funding being received. Each home receiving funds as part of this program will have a lead-based paint hazard assessment completed and remediation of these hazards will be factored into the proposed work. Funding for the program will allow the City to remove

lead hazards, depending upon cost and severity, in two (2) to five (5) homes each year.

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

The City of Monroe has taken an aggressive approach toward economic development, determining the best tool in reducing poverty is the creation of jobs. This is evidenced in Monroe by efforts to actively and creatively use a variety of resources to not only retain existing jobs but to create new opportunities for employment.

The City of Monroe also realizes home ownership as another valuable wealth-building tool. For this reason, the City has given special attention to programs that help homeowners make repairs that will maintain and even increase their homes' values and consequently the equity in their homes.

These efforts along with other non-city programs that offer housing cost assistance, job training, and continued education represent what the City feels is a comprehensive strategy aimed at reducing poverty in the City of Monroe.

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

Various departments within the City of Monroe work together to complete CDBG projects. Many activities require input from the Planning, Public Service, Engineering, Water / Wastewater, Building and Parks and Recreation departments in order to be successful and beneficial.

Beyond its own internal structure, the City of Monroe has also continued to maximize the resources available to accomplish set goals. The City of Monroe is a participant in the Monroe County Network on Homelessness, which has representatives from nearly every local service agency and non-profit within the community. This involvement keeps the City aware of issues that affect the homeless and special needs communities in the City.

While the City of Monroe constantly grapples with budget concerns, which are shared at the local, county, state and federal levels, it has been successful in cooperating with these entities to improve, maintain and maximize the City's services as well as its opportunities to provide assistance.

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

The City of Monroe is developing a closer working relationship and greater cooperation with the Monroe County Opportunity Program and the Monroe Housing Commission. Social services are enhanced by activities the City supports. The foreclosure and eviction prevention program commonly solves residents' inability to pay for housing by assisting them in finding and securing aid they may not

have been aware of.

**Discussion:**

The City of Monroe strives to meet the needs of residents within the City and partner with community agencies to best address those needs. The various activities undertaken with CDBG funds are designed to improve the quality of life, care, and opportunities available to residents in need.

## Program Specific Requirements

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

#### Introduction:

The following chart identifies program income available for the upcoming program year.

#### 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
  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
  3. The amount of surplus funds from urban renewal settlements
  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.
  5. The amount of income from float-funded activities
- Total Program Income

#### 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. | 70.00% |

The City of Monroe makes every effort to ensure CDBG funds are used to benefit low-and moderate income residents.