



City of Michigan City
CDBG-CV Program

Policies and Procedures

CARES Act Funding

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Small Business Loan Paycheck Protection Program

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CDBG-CV Duplication of Benefits

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City of Michigan City CDBG CV Program

CARES Act Funding

Policies and Procedures July 2020



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CITY OF MICHIGAN CITY
CDBG CARES ACT FUNDING

Under the CARES Act, Congress provided \$5 billion to fund the Community Development Block Grant Program (CDBG-CV) for activities to prevent, prepare for and respond to the coronavirus crisis. The first \$2 billion was distributed using the same formula the United States Department of Housing and Urban Development (HUD) used to award funds to entitlement and states for federal fiscal year 2020. The City of Michigan City through the Community Development Block Grant Program was awarded \$671,311.

HUD provides the State with “maximum feasible deference” to create additional policies, be more restrictive than HUD in policies and interpretation of regulations, and to determine how funds will be distributed. Additionally, CDBG may choose not to fund certain types of projects though they are eligible. Of the total funds received, 70% of the funds must be spent on activities that benefit low- and moderate-income persons. For this grant, HUD has removed the 15% limit on funding of public activities.

The CDBG-CV funds will be distributed as follows:

Administration	\$44,911
Projects and/or Activities	\$626,400
TOTAL	\$671,311

ELIGIBILITY

To be eligible for CDBG funding potential grant applicants or proposal will have an application process. Each application or proposal submitted for funding must meet the following eligibility requirements:

- The applicant is an eligible entity;
- The proposed activities are eligible under Title 1 of the Housing and Community Development Act of 1974, as amended, and identified on the eligible list of activities in CDBG’s guidelines and this plan;
- The proposed project(s) meets a national objective as required under 24 CFR Part 570;
- The proposed (if any) subrecipient(s) is eligible.

Eligible subrecipients include:

- Non-profit and for-profit businesses;

- Non-profit organizations that are corporations, associations, agencies, faith-based organizations with non-profit status under the IRS Section 501 (c)(3); and
- Community based development organizations (CHDOs) that have been certified by the State of Indiana.

CDBG is expected to conduct a risk analysis to review and evaluate financial and administrative capacity of subrecipients to manage and complete projects. This risk analysis should include an assessment of past performance with CDBG funds, experience of staff, and determination that the proposed number of staff to carry out the project(s) is sufficient.

If funded, the grantee will be required to execute a Subrecipient Agreement with specific entity(s). These agreements bind them to the requirements and policies of the CDBG program and the grantee.

NATIONAL OBJECTIVE

CDBG funded projects must meet at least one of the following national objectives as required by Title 1 of the Housing and Urban Development Act of 1974, as amended:

1. To benefit low- and moderate-income persons;
2. To prevent or eliminate conditions of slum and blight; or
3. To meet an urgent need

To ensure that the grant activities are used to prevent, prepare for and respond to coronavirus crisis., the City of Michigan City through its CDBG Program has chosen to limit the use of these funds to meet only two of the national objectives:

The activities to be funded under this grant must meet one of the following national objectives:

Benefit to Low- and Moderate- Income Persons Thru Limited Clientele Activities – For projects that benefit persons that are “presumed” to be of low and moderate income or are qualified based on data about family size and income. If not presumed clientele, 51% of the total of beneficiaries must be of low and moderate income.

The following clientele are presumed by HUD to be of low and moderate income:

Abused Children	Homeless Persons	Battered Spouses
Elderly Persons	Persons Living w/AIDS	Migrant Farm Workers
Adults meeting the census definition of severely disabled		

Benefit to LMI Households Thru Housing Activities – For projects that benefit low- and moderate- income households that are qualified based on data about household size and income.

Meeting and Urgent Need – For projects that respond to or address a serious and immediate threat to the health and welfare of a community, are of recent origin, and

other funding sources are not available. Note that only 30% of the available funding can be used to fund activities under this national objective.

ELIGIBLE USES AND ACTIVITIES

Activities assisted under the CDBG Program must be eligible per Section 105(a) of Title 1 of the Housing and Urban Development Act of 1974 ("HCD Act of 1974"), 42 U.S.C. § 5305(a), as amended.

The City of Michigan City through its CDBG Program chooses to limit the uses of funds to certain activities. The eligible activities can be implemented immediately and are not subject to lengthy environmental review processes or permitting. All activities are considered to be public services by HUD. Applicants must be able to demonstrate that they are addressing needs resulting from the coronavirus crisis.

Under the CDBG Program, for public service activities, applicants must be able to demonstrate that they are implementing a new service or that they are addressing a quantifiable increase in the demand/need for existing services due to the coronavirus crisis.

Eligible uses and examples of projects/activities are:

- Homeless Assistance: Emergency sheltering vouchers for homeless persons to stay in hotels/motels;
- Homelessness Prevention Assistance: Up to six months' rent, mortgage, and/or utility assistance for low- and moderate- income households who have lost their jobs due to COVID-19, this can include Diversion service programs;
- Senior/Elderly Food Programs: Food Purchase, Delivery, New Staff;
- Medical and Health Services: Supplies, Materials, Equipment, Operating Costs, and New Staff;
- COVID-19 Supplies, Materials, and New Staff;
- Other Essential Services: Will be considered on a case by case basis to determine eligibility

As there is significant funding available at both federal and state levels, the CDBG Program is to ensure that there is no duplication of benefits. Applicants must identify all sources of funds, including local and private, that have been applied for and/or received for requested projects and activities. Food purchases are only allowed during the emergency period.

Applicants can request reasonable amounts of funds for project administration for themselves and their subrecipients. Funds will be awarded for general administration and indirect costs if the administration is a direct result of additional staff time to administer the CDBG-CV grant.

APPLICATION/PROPOSAL REQUIREMENTS

1. Debarment and Suspension – CDBG is required to complete Debarment and Suspension of an applicant (subrecipient, contractor or subcontractor) prior to awarding of any federal funds. The applicant's debarment status is checked by using the System for Award Management (SAM) and an entity report is obtained for document files.
2. Environmental Review – The City of Michigan City complies with the National Objective Policy Act of 1969 and other federal laws which are specified in 24 CFR Part 58. All activities under this grant will be Exempt or Categorically excluded: Not Subject to Part 58.5. In order to ensure that approved awards are expedited in a timely manner CDBG will complete the Certification for Exempt (NEPA Form) and/or Categorical Exclusion: Not subject to Part 58.5 for each eligible project to comply with applicable laws.

Public Services that do not impact the environment are considered to be Exempt.

Under this grant, the following activities are Categorically Excluded: Not subject to Part 58.5: Rental assistance, Operating Costs including equipment purchase, utilities and supplies.

Note: As only rental assistance is address specific, grantees will be required to complete additional information for approved households.

RATING AND RANKING

The City of Michigan City through its CDBG Program will award CDBG-CV funds through a competitive process. Applicants are evaluated using a three-step process: threshold review, project evaluation, and funding recommendations. Applicants will not pass threshold and be rejected if: 1) the application is not complete, 2) the application/proposal is not received by the established due date; 3) the proposed project and/or activities do not meet the eligibility requirements.

Due to the immediate crisis, the CDBG Program will not consider performance issues related to previous CDBG grants when reviewing applications/proposals for CDBG-CV funds. However, if funded, additional requirements may be identified if a grantee has existing performance issues.

CDBG staff will review the Needs Assessment(s) in each application/proposal to determine if it is complete, comprehensive and sufficient. Applicants will be contacted if additional information is required.

RATING FACTOR	MAXIMUM POINTS
BENEFIT	60 POINTS
READINESS TO PROCEED	40 POINTS

1. BENEFIT (60 maximum points)

Applications and projects will be evaluated based on their impact and ability to prevent, prepare for, and respond to coronavirus. Applicants must clearly describe needs, solutions, and proposed benefit and accomplishments.

2. READINESS TO PROCEED (40 maximum points)

As Congress and HUD have mandated that funds must be spend in a timely manner, the applications and projects will be evaluated based on capacity and readiness to proceed.

- Applicants must describe how they will implement the proposed project.
- Applicants must provide an overall grant management plan including how they will manage the program.
- Applicants must provide detailed schedules for their project.
- Applicants must provide detailed explanations as to how costs were derived (budget).

FUNDING RECOMMENDATIONS

The highest rated applications/proposals are recommended for funding until the available funding for the round is exhausted. The City of Michigan City through its CDBG Program reserves the right to reduce requested amounts or to not fund specific projects identified in the application/proposal.

The recommendations of the CDBG staff for both approval and rejection of applications/proposals are reviewed by the CDBG Director for final approval. Awards are expected to be announced within approximately 30 days of the application/proposal submission deadline.

PROGRAM REGULATIONS, REQUIREMENTS, AND POLICIES

Grants must be implemented in compliance with the requirements found in the HCD Act of 1974, the CDBG program regulations found in 24 CFR 570, other federal regulations, and state policies and procedures. While most are not applicable until a project is funded and underway, some have to be considered when submitting an application/proposal for funding as they may impact cost, schedule, staffing, etc. The ones listed below are specific to the eligible activities that can be funded under this grant.

1. Audits – If a grantee spends more than \$750,000 of federal funds from any source during their fiscal year, they are required to have a Single Audit prepared in conformance with the Uniform Administrative Requirements, Cost Principle and Audit Requirements for Federal Awards (2 CFR Part 200).
2. Conflict of Interest – Grantees must comply with federal Code of Conduct or Conflict of Interest Standards found in 2 CFR Part 200 and 24 CFR Part 570.489 which includes having a written policy. Additionally, the City of Michigan City adopts HUD's conflict of interest restrictions and financial disclosure requirements for local elected officials and candidates that are at least as stringent as the requirements for public officials.
3. Duplication of Benefits – Grantees are to ensure that there is no duplication of benefits related to funding of projects. Additional guidance will be provided to approved grantees.
4. Emergency Rental Assistance – Specific policies and requirements.
5. Fair Housing and Equal Opportunity (where applicable) – Grantees must demonstrate their compliance with numerous federal laws, regulations, and Executive Orders as a recipient of a CDBG award and in their general conduct of operating a business. The most relevant regulations are related to non-discrimination when using HUD funding programs; non-discrimination and equal opportunity in housing; non-discrimination on the basis of race, color, religion, sex, national origin, handicap familial status in contraction opportunities for lower income persons or minority businesses. The grant agreements issued for funded projects will identify all that apply and the specific requirements. Note that these requirements also apply to subrecipients.
6. Financial Management – Grantees must comply with appropriate sections of 2 CFR Part 200, 24 CFR 570.489 and State regulations and requirements in the financial management of their federal grant. CDBG funds should only be spent on costs that are deemed as "reasonable and necessary". The CDBG Program Financial and Procurement Manual will provide additional information.
7. Food – The purchase of food is allowable during the emergency crisis period. Food cannot be purchased after the emergency period has passed. The definition of "emergency period" needs further clarification from HUD. More detailed information will be provided to grantees as it becomes available.

8. Homeless Assistance – Applicants must coordinate requests funds for assistance for homeless persons with their local Continuum of Care. The lead agency for the continuum can serve as the subrecipient and carry out activities or manage activities of organizations under the continuum or they can provide support letters for homeless projects with other subrecipients. Homeless prevention activities are not eligible under “homeless assistance.”
9. Lead-Based Paint – Grantees are to comply with federal lead paint recommendations for specific types of activities that are funded under this grant.
10. Operating Costs – Costs must be in support of the new or expanded services. Leasing and utility costs are eligible only to the extent that they support the new expanded services. Funds cannot be used for previously budgeted costs.
11. Procurement – Grantees are to comply with requirements and processes as identified in the CDBG Program Financial and Procurement Manual for all procurement activities. The use of the same policy by all grantees ensures compliance with appropriate sections of 2 CFR Part 200 and 24 CFR 570.489 when purchasing materials, products or services with federal funds.
12. Project Administrative Costs – All costs supporting project administration or project delivery costs must be documented. Timesheets must be maintained for all persons paid with CDBG funds. The timesheets must reflect actual hours worked on the project.

ADDITIONAL PROGRAM POLICIES AND PROCEDURES INFORMATION

1. Grant Period – The end date for all grants will be June 30, 2022. No time extensions will be provided. The grant period is related to the expenditure of the grant funds only.
2. Grant Amendments – Grants may be amended only for changes in scope and budget activities. Requests for amendment must be submitted in writing for the following:
 - a. The proposed addition of a new, or deletion of an existing activity or project, the scope of a project will change;
 - b. A budget revision is proposed resulting in a transfer between approved budget line items in excess of ten percent of the grant award; or
 - c. Other instances where HUD determines an amendment to be appropriate.

Grant amendment requests shall provide sufficient information to explain and justify the proposed changes. The CDBG Program may determine that an amendment to a grant agreement requires additional actions.

The request for a grant amendment will be reviewed on the basis of eligibility and the evaluation criteria applicable at the time of the amendment request.

3. Reporting – Grantees will be required to submit quarterly reports. The report forms will be specific to projects and activities for each grant.

4. Monitoring and Close Out of Grants – Grants will be monitored on an on-going basis by CDBG Program staff for compliance with federal and state regulations and requirements and to ensure that the monitored and all issues are resolved. The CDBG Program Director will issue a Close Out letter to the grantee when it has formally closed. Grant files and records must be retained by the grantee for a (5) five-year period after close out of CDBG's grant by HUD.
5. Recapture and Repayment of Funds – The CDBG Program will recapture funds from awarded grants if the grantee is not expending funds and implementing projects in a timely manner. In the event that additional funds are made available under CDBG-CV 1, CDBG-CV 2 or CDBG-CV 3 (if applicable) due to recapture, funds will be offered to other CDBG-CV grantees for an existing project provided they can demonstrate immediate need for additional funding.

Any funds recaptured through grant termination, repayment due to monitoring findings, or completion of an activity at a cost savings will be subject to HUD regulations and requirements.

6. Duplication of Benefits

A duplication of benefits occurs when a person, household, business, government, or other entity receives financial assistance from multiple sources for the same purpose, and the total assistance received for that purpose is more than the total need for assistance. CDBG-CV Grantees may not use CDBG-CV funds for costs already fully covered by other programs.

The CARES Act provides that the Secretary of HUD shall ensure there are adequate procedures in place to prevent any duplication of benefits as required by section 312 of the Robert T. Stafford Disaster Relief and Emergency Assistance Act (42 U.S.C. 5155) and in accordance with section 1210 of the Disaster Recovery Reform Act of 2018 (division D of Public Law 115-254; 132 Stat. 3442), which amended section 312 of the Robert T. Stafford Disaster Relief and Emergency Assistance Act (42 U.S.C. 5155). HUD will require each grantee to have procedures in place to prevent the duplication of benefits when it provides financial assistance with CDBG-CV funds. Grant funds may not be used to pay for a particular cost if another source of financial assistance is available to fully pay for that same cost.

CDBG-CV Grantees can prevent duplication of benefits by having an awareness of other assistance that its community may receive for COVID-19 prevention, preparation and response and designing its CDBG-CV program and activities to target unmet needs.

If duplication of benefits is discovered by the City of Michigan City's CDBG Program staff, Grantees will be required to repay CDBG-CV grants with non-Federal funds.

The City of Michigan City's CDBG Program's duplication of benefits policies and procedures include the following:

1. At application, Grantees must provide a list of sources and uses for the public service activity and certify that there will be no duplication of benefits. The sources and uses should include all Federal and non-Federal funding, including in-kind donations. If the budget shows that the need is greater than funding sources, there is no duplication of benefits.
2. Language on Duplication of Benefits requirements will be provided to each subrecipient.
3. A benefit analysis will be required for every draw during the contract period. A duplication of benefits analysis should include the financial analysis and certification. When assistance is provided to individuals, the duplication of benefits analysis must examine other sources the person has or will receive for the same purpose (i.e. cost).
4. The City of Michigan City's CDBG Program staff will monitor duplication of benefits during the contract period through remote, on-site and desk audits (whichever is applicable) taking into consideration business closures or other coronavirus travel or person to person impediments.

The City of Michigan City – CDBG Program prepared this plan using all available information provided by HUD at the time. If future guidance from HUD requires changes to approved projects, applicants/subrecipients will be notified immediately.

Exhibit A

CITY OF MICHIGAN CITY

COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM

Certification Regarding Debarment and Suspension

Instructions

The CDBG Program will do debarment checks on all subrecipients and anticipated contractors receiving CDBG funds. This applies to labor contractors, engineers, consultants, architects, etc. These checks will be completed by using the form provided. The completed form will be placed in a Master File containing the entity reports generated by the System for Award Management (SAM).

For proposed subrecipients, the checks must be completed prior to an award of a application or proposal. Upon award of grant funds, the checks must be completed by CDBG Program staff prior to signing a contract for services.

This certification is required by the regulations implementing Executive Order 12549, Debarment and Suspension, 7 CFR Part 3017.510, Participants' responsibilities. The regulations were published as Part IV of the January 30, 1989 Federal Register (pages 4722-4733).

(1) The prospective primary participant certifies to the best of its knowledge and belief, that it and its principals:

- Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency;
- Have not within a three-year period preceding this proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
- Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State or local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and
- Have not within a three-year period preceding this application/proposal had one or more public transactions (Federal, State or local) terminated for cause or default.

- (2) Where the prospective primary participant is unable to certify to any of the statements in this certification, such prospective shall attach an explanation to their proposal.

Grantees should use the System for Award Management (SAM) website to determine if the potential contractor or engineering firm is excluded from receiving Federal contracts. The website can be found at www.sam.gov.

DRAFT

Certification Regarding Debarment and Suspension Instructions and Policy

EXHIBIT A-2
CITY OF MICHIGAN CITY CDBG PROGRAM
Debarment Check

Name of Contractor _____

Contractors Address _____

Date of Debarment Check Completed _____

CERTIFICATION OF SIGNATURE:

SIGNATURE: By signing this Certification page, you certify that you performed the necessary actions to complete the debarment check and certifying that this contractor is not debarred or suspended.

Grantee Name: _____

Program Name: City of Michigan City CDBG Program

Chief Elected Official or Designee: _____

Signature: _____

Date: _____

(Signed Certifications are to be kept in CDBG project files)

Michigan City

Citizen Participation Plan

Michigan City Citizen Participation Plan

5. The City will provide interpretation services for non-English speaking residents at public hearings upon advance request, provided such services are available in the community.

Development of the Consolidated Plan

1. The City, through the Planning and Inspection Department (PID), will make a concerted effort to notify citizens, agencies and organizations of the development of the consolidated plan and the availability of CDBG funds through mailings, postings and public notices in the newspaper. In addition, PID will notify the city's active neighborhood organizations when possible.

2. PID will conduct workshops at various and convenient times to inform and educate citizens on the development of the Consolidated Plan and the availability of funds. PID will provide technical assistance to all applicants, with special efforts to assist neighborhood and community organizations in the development of applications for funding - particularly those that consist of predominately low and moderate income residents. Citizens, through their neighborhood organizations and various public meetings will be encouraged to discuss the various activities funded by CDBG grants, and other HUD programs.

3. Before the City adopts the Consolidated Plan, the City will make available to citizens, public agencies and other interested parties information that includes the amount of assistance the City expects to receive and the range of activities that may be undertaken, including the estimated amount that will benefit persons of low and moderate income.

4. The City will publish its proposed Consolidated Plan for review and comment. The City will publish a newspaper summary describing the contents and purpose of the Consolidated Plan and listing the locations where the entire plan may be examined. The entire plan will be made available for review and examination on the city's website www.emichigancity.com and at the following locations:

- City Hall
- Michigan City Public Library
- Michigan City Housing Authority Main Office

5. The City will receive and consider comments on the proposed Consolidated Plan for 30 days before preparing the final Consolidated Plan.

Amendments to the Consolidated Plan

1. The City will amend its approved Consolidated Plan whenever it makes one of the following decisions:

- To make a substantial amendment in allocation priorities or a substantial amendment in the method of distribution of funds;
- To carry out an activity, using funds from any program covered by the Consolidated Plan (including program income) not previously described in the action plan; or
- To substantially amend the purpose, scope, location or beneficiaries of an activity.

2. "Substantial amendment" is defined as a change in a planned or actual activity proposed after the official adoption of the Consolidated Plan that affects 10% or more of the City of Michigan City's current annual allocation of CDBG funds.

3. Substantial amendments to the approved Consolidated Plan must be authorized by the Mayor and Michigan City Redevelopment Commission, and will be made public by postings and public notices in the newspaper.

Citizen Participation Plan

The City of Michigan City, through its Planning & Inspection Department (PID), strongly encourages public involvement in the Consolidated Plan process and use of Community Development Block Grant (CDBG) funds. This Citizen Participation Plan outlines the City's policies and procedures regarding public involvement, as required by 24 CFR Part 91.105. Citizen participation is essential to the creation of the Consolidated Plan. The city of Michigan City has a desire to encourage all interested parties to participate in the formation of the consolidated plan, especially those living in low and moderate income neighborhoods. To encourage participation, public meeting notices will be directly distributed to the Michigan City Housing Authority and various not for profit agencies that provide services to low and moderate income individuals. Public meetings will be held and information will be distributed to neighborhood groups and not for profit agencies to inform them of the process.

The Citizen Participation Plan, together with the Consolidated Plan, any substantial amendments to either plan, and the annual performance reports on the progress of the Consolidated Plan are available on the city's website www.emichigancity.com and at the following locations:

- City Hall
- Michigan City Public Library
- Michigan City Housing Authority Main Office

This Plan, together with all other materials relating to the City's CDBG programs, is also available in alternative formats for persons with disabilities. For more information, contact the Planning & Inspection Department at (219) 873-1419. Residents with hearing impairments may call (219) 873-7700.

Public Hearings

1. The City will hold at least two public hearings during the year to obtain citizen's views about housing and community development needs, development of proposed activities, and review of program performance. At least one public hearing will be held to obtain the views of citizens on housing and community development needs (including priority non-housing community development needs) before the Consolidated Plan is published for comment.
2. The City will ensure adequate public notice before each public hearing, with sufficient information published about the subject of the hearing to permit informed comment. Public hearings will be announced in the newspaper, , through radio advertisements, and by posting flyers around the city. Citizens will be notified of the public hearings at least two weeks before they are held.
3. Advanced public notice will also be given of all public meetings relating to the Consolidated Plan and performance progress, such as those of the Citizen Advisory Committee.
4. The City will hold all public hearings at times and locations convenient to potential and actual beneficiaries and accommodations will be made for people with disabilities. All hearings will be held in accessible locations, and sign language interpreters will be made available upon advance request.

4. The City will receive and consider comments on substantial amendments to the Consolidated Plan for 30 days before implementing those amendments.

Performance Reports

1. The City will prepare a performance report each year on the progress of the Consolidated Plan in accordance with the requirements of the U.S. Department of Housing & Urban Development.
2. Citizens will be afforded notice of the performance report through posting, public access television and newspapers. The performance report will be available on the city's website www.emichigancity.com and at the following locations:
 - City Hall
 - Michigan City Public Library
 - Michigan City Housing Authority Main Office

Performance Reports will also be mailed to all members of the Citizen Advisory Committee who request a copy.

3. The City will receive and consider comments on the performance report for 15 days before the report is submitted to HUD.

Access to Information and Records

1. The City, through PID, will provide citizens, public agencies and other interested parties with reasonable and timely access to information and records relating to the City's Consolidated Plan and the City's use of funds under the CDBG programs during the preceding five years.
2. The City, through PID, will regularly communicate with citizens and applicants for CDBG funds regarding the progress of the Consolidated Plan. Neighborhood organization representatives on the Citizen Advisory Committee will be encouraged to communicate with their members on the progress of the Advisory Committee.

Comments and Complaints

1. The City will consider any comments or views of citizens received in writing, or orally at public hearing, in preparing this Citizen Participation Plan, the final Consolidated Plan, substantial amendments to either Plan, and the annual performance reports. A summary of these comments or views will be attached to the Citizen Participation Plan, the final Consolidated Plan, substantial amendment or performance report.
2. The City, through PID, will respond to written complaints received by PID relating to the Consolidated Plan, any amendments to the Plan, and the annual performance reports. Upon request, PID will transcribe oral complaints for signature by the complaining person or organization. Where practicable, PID will respond to complaints within 15 working days of receiving the written complaint.

Citizen Advisory Committee (CAC)

1. A Citizen Advisory Committee will make recommendations each year to the Mayor and the Michigan City Redevelopment Commission on the allocation of CDBG funds.

2. The Committee will include one or more of the following agencies:
- At least three representatives from the community.
 - One representative from the Michigan City Housing Authority.
 - One representative from a health clinic.
 - One representative from the Michigan City Planning Commission.
 - One representative from the Michigan City Redevelopment Commission.
 - One representative from the La Porte County Habitat for Humanity.
 - One representative from a special needs services organization. One representative who is a tenant living in public housing or subsidized housing.

3. The members of the City Council may serve as ex officio members of the Board.

4. The Citizens Advisory Committee shall review Public Service Request for Proposals by invite for application review request(s). Also, the committee will present recommendations based on Public Service Proposal evaluations for the purposes of awarding contracts or issuing rejection letters as determined by the CDBG Program Administrator for final approval or rejection of proposal(s).

Relocation and Displacement

The City will minimize displacement of persons (families, individuals, businesses, nonprofit organization and farms) and will assist any persons displaced as a result of projects assisted with CDBG funds in accordance with the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, and Federal implementing regulations at 49 CFR Part 24 and the requirements of Section 104(d) of Title I of the Housing and Community Development Act of 1974, as amended.

Michigan City

Citizen Participation Plan

Substantial Amendment

2019-2024

Consolidated Plan:

Adding CDBG-CV Activities

Michigan City Citizen Participation Plan Amendment

2019-2024



**CITIZEN PARTICIPATION PLAN
COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM**

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Citizen Participation Plan

The City of Michigan City has designed this community-wide Citizen Participation Plan to provide for and encourage citizen participation in the Community Development Block Grant (CDBG) program as required by Section 104(a) (2) of the Housing and Community Development Act and by regulations at 24 CFR 570.486(a) (6).. This Plan is an essential element of the City of Michigan City present and future community development process and has been developed to comply with the regulations and requirements of the CDBG program as administered by the City of Michigan City, Office of Planning and Redevelopment and the Department of Housing and Urban Development (HUD). This Plan supersedes all other Citizen Participation Plans which may have been approved by the Department of Housing and Urban Development HUD.

The primary goal of this Citizen Participation Plan is to provide all citizens of the community with adequate opportunity to participate in an advisory role in the planning, implementation, and assessment of the City of Michigan City CDBG program. The Plan sets forth policies and procedures for citizen participation, which are designed to maximize the opportunity for citizen participation in the community development process. Special emphasis has been placed on encouraging participation by persons of low and moderate incomes, residents of blighted neighborhoods, and residents of areas where community development funds are utilized.

Citizens are encouraged to participate in all phases of the CDBG program and will be provided full access to program information. However, final responsibility and authority for the development and implementation of the CDBG program will lie with the City of Michigan City, Office of Planning and Redevelopment.

The Citizen Participation Plan, together with the Consolidated Plan, any substantial amendments to either plan, and the annual performance reports on the progress of the Consolidated Plan are available on the city's website www.emichigancity.com and at the following locations:

- City Hall, 100 East Michigan Blvd., Michigan City, Indiana 46360
- Michigan City Public Library, 100 East 4th St., Michigan City, IN 46360
- Michigan City Housing Authority, 621 East Michigan Blvd. Michigan City, IN 46360

This Plan, together with all other materials relating to the City's CDBG programs, is also available in alternative formats for persons with disabilities. For more information, contact the Planning & Inspection Department at (219) 873-1419. Residents with hearing impairments may call (219) 873-7700.

- Consolidated Plan and Citizen Participation Plan Adoption Date: August 6th, 2019

Citizen Participation Plan Coordinator

- a. The CDBG Administrator has been designated as the Citizen Participation Plan Coordinator by the Mayor of Michigan City and will serve as the contact person for all matters concerning citizen participation activities. This person shall be responsible for overseeing citizen participation throughout the community development process and the implementation of all citizen participation activities and functions, except those which may be specifically delegated to other parties by this Plan.
- b. The specific duties and responsibilities of the Citizen Participation Plan Coordinator shall include, but not necessarily be limited to: disseminating information concerning proposed

projects and the status of current project activities; coordinating various groups which may be participating in the community development process; receiving written comments; serving as a vehicle by which ideas, comments, and proposals from local residents may be transmitted to local officials and/or program staff; and, monitoring the citizen participation process and proposing such amendments to the Citizen Participation Plan as may be necessary.

- c. The Citizen Participation Coordinator may be contacted at the Planning & Inspection Department, 100 E. Michigan Blvd., Michigan City, IN (219) 873-1419 during regular business hours. All questions concerning citizen participation in the community development process should be addressed to the CDBG Administrator.

1.1 Public Hearings and Affirmative Action of Notices

- a. The City will hold at least two public hearings during the year to obtain citizen's views about housing and community development needs, development of proposed activities, and review of program performance. At least one public hearing will be held to obtain the views of citizens on housing and community development needs (including priority non-housing community development needs) before the Consolidated Plan is published for comment.
- **COVID-19 Amendment** - The City of Michigan City Community Development Block Program has made the following Amendment to its Citizen Participation Plan, to promote and support "social distancing" while continuing to offer the public an opportunity to provide valuable input and insight into the policies, and procedures, particularly as it relates to the administration and implementation of its federal programs.
- The following process will be used to solicit citizen input into any programmatic amendments necessary to quickly and effectively administer federal funding made available directly or indirectly because of the COVID-19 Pandemic.
- Beginning June 22, 2020, consistent with the Mega-waiver issued by HUD on March 31, 2020, input from in person public meetings before drafting a substantial amendment to any plan will be waived. The waiver includes but is not limited to an approved consolidated plan or annual action plan concerning the proposed uses of Community Development Block Grant (CDBG), Emergency Solutions Grants (ESG), and HOME Investment Partnerships Program (HOME).
- Where it is applicable, the amendment will include a discussion of the amount of assistance Michigan City, Indiana expects to receive, the range of activities it will undertake with this assistance, and, to the extent possible, the benefit to low and moderate-income people.
- Substantial amendments to an approved consolidated plan or action plan will be posted in a prominent place on the Department's website, along with a notice identifying the availability of the amendment. The Notice will include the opportunity to provide electronic comment for not less than five (5) days by the receipt of written participation by submission through a designated email address, website, and or written submission by mail and or the participation by a "virtual public hearing."
- As part of the Notice, Michigan City will provide information on how citizens who have special needs may obtain the Amendment in a form that is accessible to them.
- The amended citizen participation plan will be available to the public for a five-day (5) public comment period.
- b. The City will ensure affirmative action of adequate public notices before each public hearing, with sufficient information published about the subject of the hearing to permit informed

comment. Public hearings will be announced in the newspaper, through radio, and by posting flyers around the city. Citizens will be notified of the public hearings at least two weeks before they are held.

- c. Advanced public notice will also be given of all public meetings relating to the Consolidated Plan and performance progress, such as those of the Citizen Advisory Committee.
- d. The City will hold all public hearings at times and locations convenient to potential and actual beneficiaries and accommodations will be made for people with disabilities. All hearings will be held in accessible locations, and sign language interpreters will be made available upon advance request.
- e. The City provide interpretation services for non-English speaking residents at public hearings upon advance request, provided such services are available in the community.
- f. The City will provide information during the Public Hearings including but not limited to:
 - Goals and objectives of the CDBG program.
 - The total amount of CDBG funds available during the plan years.
 - Community development and housing needs.
 - Proposed activities for project and amount to be requested for project(s) based on an Annual Action Plan budget.
 - The proposed amount of funds to be used to benefit low- and moderate-income persons.
 - Information regarding displacement of residents as a result of the proposed activities.

1.2 Development of the Consolidated Plan

- a. The City, through the Office of Redevelopment, Planning and Inspection Department (PID) , will make a concerted effort to notify citizens, agencies and organizations of the development of the consolidated plan and the availability of CDBG funds through mailings, postings and public notice in the newspaper. In addition, PID will notify the city's active neighborhood organizations when possible.
- b. PID will conduct workshops at various and convenient times to inform and educate citizens on the development of the Consolidated Plan and the availability of funds. PID will provide technical assistance to all applicants, with special efforts to assist neighborhood and community organizations in the development of applications for funding – particularly those that consist of predominately low- and moderate-income residents. Citizens, through their neighborhood organizations and various public meetings will be encouraged to discuss the various activities funded by CDBG grants, and other HUD programs.
- c. Before the City adopts the Consolidated Plan, the City will make available to citizens, public agencies and other parties information that includes the amount of assistance the City expects to receive range of activities that may be undertaken, including the estimated amount that will benefit persons of low and moderate income.
- d. The City will publish its proposed Consolidated Plan for review and comment. The City will publish a newspaper summary describing the contents and purpose of the Consolidated Plan and listing the locations where the entire plan may be examined. The entire plan will be made available for review and examination on the city's website www.emichigancity.com and at the following locations:

- City Hall, 100 East Michigan Blvd., Michigan City, Indiana 46360

- Michigan City Public Library, 100 East 4th St., Michigan City, IN 46360
- Emmet D Wise Neighborhood Center, 1702 East, Michigan Blvd., Michigan City, IN 46360
- SMRT Center, 301 Grant Ave., Michigan City, IN 46360
- Michigan City Housing Authority, 621 East Michigan Blvd. Michigan City, IN 46360

- e. The City will receive and consider comments on the proposed Consolidated Plan for 30 days before preparing the final Consolidated Plan.

1.3 Amendments to the Consolidated Plan

- a. The City will amend its approved Consolidated Plan whenever it makes one of the following decisions:
 - To make a substantial amendment in allocation priorities or a substantial amendment in the method of distribution of funds;
 - To carry out an activity, using funds from any program covered by the Consolidated Plan (including program income) not previously described in the action plan; or
 - To substantially amend the purpose, scope, location or beneficiaries of an activity.
- b. "Substantial amendment" is defined as a change in a planned or actual activity proposed after the official adoption of the Consolidated Plan that affects 10% or more of the City of Michigan City's current annual allocation of CDBG funds.
- c. Substantial amendments to the approved Consolidated Plan must be authorized by the Mayor and Michigan City Redevelopment Commission and will be made public by postings and public notices in the newspaper.
- d. The City will receive and consider comments on substantial amendments to the Consolidated Plan for 30 days before implementing those amendments.

COVID-19 Amendment

The City of Michigan City Substantial Amendment to the 2019 Annual Action Plan.

The following is a summary and draft language that amends the 2019 Annual Action Plan.

Background:

The City of Michigan City's federal Five-year Consolidated Plan details the funding strategy for the Community Development Block Grant (CDBG) Program period between 2014/2015 and 2019/2020. The Annual Action Plan details each year within the Five-year Consolidated Plan and outlines the implementation of annual funding, which is developed through significant public input, analyses, and planning.

The City of Michigan City's Citizen Participation Plan (CPP) describes the efforts that the City will take to encourage its residents to participate in developing these plans. It also provides requirements for public process when a "substantial amendment" to the Annual Action Plan is proposed. The following changes constitute a substantial amendment and require public notice as described in the CPP:

- Increases or decreases by the greater of a 10% change in the amount allocated to a category of funding
- A significant change to an activity's proposed beneficiaries or persons served
- Funding of a new activity not previously described in the Action Plan.

However, due to COVID-19, the United States Department of Housing and Urban Development (HUD) has issued guidance that waives the Citizen Participation Plan requirements for entitlement recipients, provided that (1) no fewer than five days are provided for public comment and that (2) reasonable notice and the opportunity to comment is provided.

Additionally, HUD has awarded supplemental funding through the Coronavirus Aid, Relief, and Economic Security Act (CARES Act) that requires programming in the 2019 Annual Action Plan. The current CDBG Program Year (PY) is October 1, 2019 – September 30, 2020.

Proposed Substantial Amendments:

The City of Michigan City is proposing the following amendment to the 2019 Annual Action Plan in order to add an eligible activity that was not previously identified:

Amendment 1: Grant Administration

- Reasonable costs of overall program management, coordination, staff costs, monitoring, accounting, auditing, and evaluation.

Amendment 2: Public Services & Workforce Training

- Add Food Bank, pantry or soup kitchen services as an eligible activity under the Community Development Block Grant (CDBG) Program and to provide food access to quarantined individuals, homeless shelters, seniors, or individuals that need to maintain social distancing due to medical vulnerability;
- Add Job Retention as an eligible activity under the Community Development Block Grant (CDBG) Community Development Investment (CDI) category;
- Provide workforce training and job recruitment services for newly employed or returning employees such as furloughed individuals, and promote long-term area benefit of a skilled workforce;
- Increase the availability of Personal Protection Equipment (PPE)
- Increase the availability of Covid-19 Testing Access and Payment for Tests;

Amendment 3: Small Business Assistance

- Provide working capital to very small businesses experiencing unforeseen reopening expenses and to prevent job loss for low and moderate income workers;
- Provide information and small business support to Michigan City, Indiana area small businesses and entrepreneurs to stabilize, establish, and expand small business; and,
- Avoid job loss by creating incentives and opportunities for new remote jobs.

The City of Michigan City is proposing the following amendment to the 2019 Annual Action Plan in order to allocate current Covid-19 program funds for projects/activities as supplemental funding established by the CARES Act.

Purpose of CDBG-CV Summary of Activities		Project Description
Project Name:	Emergency Mortgage, Rent, Security Deposit & Utility Assistance Plan	Provide mortgage, rent, security deposit or utility assistance relief for persons in arrears or in need of rapid rehousing who have been disproportionately impacted by the Covid-19 National Emergency.
Funding:	CDBG-CV	
Original Amount:	\$0	
Additional Amount:	\$100,000	
Total:	\$100,000	
Summary of Activities	Project Description	
Project Name:	Emergency Homeless Shelter in Place and COC Services	Provide Homeless Day Center Services supports, Job Training/Resume building and overnight emergency shelters for homeless persons.

Funding: CDBG-CV

Original Amount: \$0
 Additional Amount: \$50,000
 Total: \$50,000

Summary of Activities
 Project Name:

Covid-19 Social Distancing
 Community Health Efforts

Project Description
 Provide funding for personal protection equipment, Covid-19 testing, quarantine site assistance and other local community health service efforts to prevent the spread of Covid-19 during a national health crisis.

Funding: CDBG-CV
 Original Amount: \$0
 Additional Amount: \$50,000
 Total: \$50,000

Summary of Activities
 Project Name:

Food Pantry Services

Project Description
 Provide financial support to local food banks, pantries or soup kitchens that administer programs which help to circumvent food insecurities by providing residents w/ increased access to available necessary nutritional resources.

Funding: \$0
 Original Amount: \$50,000
 Additional Amount: \$50,000
 Total: \$50,000

Summary of Activities
 Project Name:

Small Business Assistance

Project Description
 Provide personal payroll protection to small business owners in support of retaining jobs, creating jobs and stabilizing the local economy.

Funding: \$0
 Original Amount: \$100,000
 Additional Amount: \$100,000
 Total: \$100,000

1.4 Scope of Participation

- a. The City of Michigan City will make reasonable efforts to provide for citizen participation during the community development process and throughout the planning, implementation and assessment of all CDBG program undertaken by the City of Michigan City. Local officials will make every effort to involve citizens in all phases of the development, implementation and assessment of community development programs including, but not limited to, the following phases:
- b. Identification and assessment of housing and community development needs; determination of CDBG project(s) and documentation; and the development of CDBG application(s);

- changes and/or amendments to approved CDBG projects; and,
- assessment of CDBG program performance.

- c. All phases of the community development process will be conducted by the City of Michigan City Office of Redevelopment, Planning and Inspection Department in an open manner. Citizens of the City of Michigan City are encouraged to participate at all levels and will be given access to program information during each phase of any CDBG program as outlined herein.

1.5 Performance Reports

- a. The City will prepare a performance report each year on the progress of the Consolidated Plan in accordance with the requirements of the U.S. Department of Housing & Urban Development.
- b. Citizens will be afforded notice of the performance report through posting, public access television and newspapers. The performance reports will be available on the city's website www.emichigancity.com and at the following locations:
 - City Hall, 100 East Michigan Blvd., Michigan City, Indiana 46360
 - Michigan City Public Library, 100 East 4th St., Michigan City, IN 46360
- c. The City will receive and consider comments on the performance report for 15 days before the report is submitted to HUD.

1.6 Technical Assistance

- a. The staff of the Community Development Block Grant Office shall provide technical assistance to individual citizens and citizen groups, especially those groups representative of persons of low or moderate income, as may be required to adequately provide for citizen participation in the planning, implementation and assessment of CDBG program.
- b. Such technical assistance is intended to increase citizen participation in the community development decision making process and to ensure that such participation is meaningful. Technical assistance shall also be utilized to foster public understanding of CDBG program requirements.
- c. Technical assistance shall be provided on request and may include, but not necessarily be limited to: interpreting the CDBG program and its rules, regulations, procedures and/or requirements; providing information and/or materials concerning the CDBG program; and, assisting low and moderate income citizens, and residents of blighted neighborhoods to develop statements of views, identify their needs, and to develop activities and proposals for projects which, when implemented, will resolve those needs.
- d. Technical assistance may be obtained by contacting the CDBG Director of the City of Michigan City.

1.7 Access to Information and Records

- a. The City, through PID, will provide citizens, public agencies and other interested parties with reasonable and timely access to information and records relating to the City's Consolidated Plan and the city's use of funds under the CDBG programs during the preceding five years.
- b. The City, through PID, will regularly communicate with citizens and applicants for CDBG funds regarding the progress of the Consolidated Plan. Neighborhood organization representatives on

the Citizen Advisory Committee will be encouraged to communicate with their members on the progress of the Advisory Committee.

- c. The City, through PID, will make every effort to inform residents who may not have access to the local newspaper by other sources of acceptable media outlets.

1.8 Consultation

- a. During the development of the AFH, AI and/or Consolidated Plan year the City will make every effort to consult with other public and private agencies that provide assisted housing, health services, and social services, including those focusing on services to children, elderly persons, persons with disabilities, persons with HIV/AIDS and their families, and homeless persons. The agencies may include Public Housing Authorities and the local Continuum of Care. The City shall also consult with community-based and regionally-based organizations that represent protected class members and organizations that enforce fair housing laws when preparing either the AFH, AI or the Consolidated Plan.
- b. Consultation will also include coordination with regional government agencies in addition to adjacent units of general local government and local government agencies. This includes local government agencies with metropolitan-wide planning and transportation responsibilities.

1.9 Comments and Complaints

- a. The City will consider any comments or views of citizens received in writing, or orally at public hearing, in preparing this Citizens Participation Plan, the final Consolidated Plan, substantial amendments to either Plan, and the annual performance reports. A summary of these comments or views will be attached to the Citizen Participation Plan, the final Consolidated Plan, substantial amendment or performance report.
- b. The City, through PID, will respond to written complaints received by PID relating to the Consolidated Plan, any amendments to the Plan, and the annual performance reports. Upon request, PID will transcribe oral complaints for signature by the complaining person or organization. Where practicable, PID will respond to complaints within 15 working days of receiving the written complaint.

1.10 Citizen Advisory Committee

- a. A Citizen Advisory Committee will make recommendations each year to the Mayor and the Michigan City Redevelopment Commission on the allocation of CDBG funds.
- b. The Board will include:
 - At least three representatives from the community.
 - One representative from the Michigan City Housing Authority
 - One representative from a health clinic.
 - One representative from the Michigan City Planning Commission.
 - One representative from the Michigan City Redevelopment Commission.
 - One representative from a special needs services organization.

- One representative who is a tenant living in public housing or subsidized housing.
- c. The members of the City Council may serve as ex officio members of the Board.

1.11 Relocation and Displacement

The City will minimize displacement of persons (families, individuals, businesses, nonprofit organization and farms) and will assist any person displaced as a result of projects assisted with CDBG funds in accordance with the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, and Federal implementing regulations at 49 CFR Part 24 and the requirements of Section 104(d) of Title 1 of the Housing and Community Act of 19784, as amended.

1.12 Assessment of Fair Housing (AFH) and Analysis of Impediments (AI)

- a. The City, through the Planning and Inspection Department (PID), will make a concerted effort to notify citizens, agencies and organizations of the development of the Assessment of Fair Housing (AFH) and/or the Analysis of Impediments (AI) through postings, the City's website and public notices to the newspaper. In addition, PID will notify the City's most active neighborhood organizations.
- b. PID will conduct workshop(s) at various and convenient times to inform and educate citizens on the development of the AFH and the AI. Citizens, through their neighborhood organizations and various public meetings will be encouraged to discuss fair housing issues within the City.
- c. The City will publish its Draft Assessment of Fair Housing (AFH) and/or Analysis of Impediments (AI) for review and comment. The City will publish a notice in the newspaper describing the purpose of the Assessment of Fair Housing and listing the locations where the entire plan may be examined. The entire plan will be made available for review and examination on the City's website www.emichigancity.com and at the following locations:
 - City Hall, 100 East Michigan Blvd., Michigan City, Indiana 46360
 - Michigan City Public Library, 100 East 4th St., Michigan City, IN 46360
 - Michigan City Housing Authority, 621 East Michigan Blvd. Michigan City, IN 46360
- d. The City will receive and consider comments on the Draft Assessment of Fair Housing (AFH) and/or the Analysis of Impediments (AI) for 30 days before the final AFH and/or the final AI.
- e. The AFH and the AI will be updated every 5 years or according to the direction of the Department of Housing and Urban Development (HUD) concurrently with the Consolidated Plan. Also, the AFH will be revised in the event of a significant material change in circumstances that calls the AFH and/or the AI into continued validity. Examples of significant material change in circumstances may include but are not limited to:
 - The City has experienced significant demographic changes related to zoning, housing plans or policies or development plans or policies; or
 - The City is subject to significant civil rights findings, determinations, Voluntary Compliance Agreements or other settlements; or
 - Other HUD program changes that impede the development of the AFH or AI due to departmental directives such as a notice of reporting suspension.

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Five-Year Consolidated Plan – HOME Team Meeting

Northern Indiana Education Foundation
402 Franklin Street, Michigan City, IN 46360
February 19, 2019
9:00 AM



Summary:

Public Meeting

Michigan City, Indiana is in the process of developing a Five-Year Consolidated Plan to assess affordable housing, market conditions, and community development needs to promote data-driven and place-based investment decisions.

On February 19, 2019 the City conducted a public meeting at the Northern Indiana Education Foundation.

To provide an environment that would allow all attendees to participate, a questionnaire was administered, and an open discussion was conducted. Citizens were asked to publicly discuss issues and concerns.

Open Discussion

During the open discussion citizens were asked to speak their mind on HUD programs and community development issues affecting their community. Through this process many Michigan City residents and service providers spoke out. A number of issues were brought to the Project Team's attention. Listed below are issues that were discussed during the open discussion:

Concerns for Consolidated Plan

- Fair Housing:
 - LGBTQ Community not protected
 - Poor quality of affordable/low income housing
 - Affordable units are not actually affordable
 - Barriers to Housing
 - No Felons
 - No Evictions
 - Credit Score
 - Financial ability/Fees
 - To address "Predatory Practices":
 - Coordination of Service Providers
 - Cooperation from Landlords
 - Lead Abatement/Remediation
 - Mixed Housing (mixed income) needed
- Gaps in Job Market (skillsets vs. jobs available)
- Homelessness (Barriers):
 - Drug/Substance Addiction & Abuse
 - Mental Health
 - Increase awareness and resources

For questions regarding the Five-Year Consolidated Plan and other Fair Housing concerns, please contact Sherry Wilson at 219.873.1419 or sherryn@emichigancity.com.

Michigan City, Indiana
Planning & Redevelopment – Community Development
Sherry Wilson, CDBG Director
100 E. Michigan Boulevard
Michigan City, Indiana 46360

More information can be seen at:
<http://www.emichigancity.com/cityhall/departments/planning-community/index.htm>

Five-Year Consolidated Plan - HOME Team Meeting
February 19, 2019 | 9:00 a.m.
Northern Indiana Education Foundation
402 Franklin Street
Michigan City, Indiana



STAKEHOLDER QUESTIONNAIRE

1. How familiar are you with HUD programs administered by the City of Michigan City? (Circle One)

Very Familiar

Somewhat Familiar

Not at All Familiar

2. What have you perceived to be Michigan City's major housing or community development concerns over the past 5 years?

Providing housing for Michigan City's
low-income and homeless population

3. What do you perceive to be the 3 highest priorities for housing or community development in Michigan City over the next 5 years?

- 1) Acquiring land for new housing developments
- 2) Receiving funding for the above
- 3) Providing housing for low-income and homeless population.

4. Do you feel information pertaining to HUD programs is readily available to you? (Circle One)

Yes

No

I Don't Know

5. What suggestions, if any, do you have for the City of Michigan City to better communicate and work with housing providers or community development initiatives?

I would assume more information is available
on HUD's website. For those who don't have
access to computer's / internet - are flyers
made available to local community partners?

Additional Comments:

PLEASE RETURN QUESTIONNAIRE TO CITY STAFF AT CONCLUSION OF MEETING

IF NOT RETURNED AT MEETING, RETURN TO:
SHERRY WILSON, CITY OF MICHIGAN CITY COMMUNITY DEVELOPMENT OFFICE AT CITY HALL
OR MAIL TO: 100 E. MICHIGAN BOULEVARD, MICHIGAN CITY, IN 46360 BY MARCH 8, 2019

Five-Year Consolidated Plan – HOME Team Meeting
February 19, 2019 | 9:00 a.m.
Northern Indiana Education Foundation
402 Franklin Street
Michigan City, Indiana



STAKEHOLDER QUESTIONNAIRE

1. How familiar are you with HUD programs administered by the City of Michigan City? (Circle One)

Very Familiar

Somewhat Familiar

Not at All Familiar

2. What have you perceived to be Michigan City's major housing or community development concerns over the past 5 years?

affordable housing availability

3. What do you perceive to be the 3 highest priorities for housing or community development in Michigan City over the next 5 years?

- 1) Considering more multi-units @ \$400-\$500 range
- 2) Improving existing housing stock - affordable
- 3) Supporting persons who are homeless/at risk w/ rent

4. Do you feel information pertaining to HUD programs is readily available to you? (Circle One)

Yes

No

I Don't Know

Subsidy

5. What suggestions, if any, do you have for the City of Michigan City to better communicate and work with housing providers or community development initiatives?

Additional Comments:

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Five-Year Consolidated Plan – HOME Team Meeting
February 19, 2019 | 9:00 a.m.
Northern Indiana Education Foundation
402 Franklin Street
Michigan City, Indiana



STAKEHOLDER QUESTIONNAIRE

1. How familiar are you with HUD programs administered by the City of Michigan City? (Circle One)

Very Familiar

Somewhat Familiar

Not at All Familiar

2. What have you perceived to be Michigan City's major housing or community development concerns over the past 5 years?

There has not been much information readily available and city personell have not been very open on sharing information

3. What do you perceive to be the 3 highest priorities for housing or community development in Michigan City over the next 5 years?

- 1) Low-Income Housing for both families and individuals
- 2) Improved housing availability
- 3) Continued ~~the~~ local transportation.

4. Do you feel information pertaining to HUD programs is readily available to you? (Circle One)

Yes

No

I Don't Know

5. What suggestions, if any, do you have for the City of Michigan City to better communicate and work with housing providers or community development initiatives?

Better involvement of the city staff with the Home Team and providers. Better information about funding availability.

Additional Comments: _____

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Five-Year Consolidated Plan – HOME Team Meeting
February 19, 2019 | 9:00 a.m.
Northern Indiana Education Foundation
402 Franklin Street
Michigan City, Indiana



STAKEHOLDER QUESTIONNAIRE

1. How familiar are you with HUD programs administered by the City of Michigan City? (Circle One)

Very Familiar

Somewhat Familiar

Not at All Familiar

2. What have you perceived to be Michigan City's major housing or community development concerns over the past 5 years?

① Homelessness.

② Affordable housing - both rental and homeownership.

③ Blight elimination and renewal of the blighted space.

3. What do you perceive to be the 3 highest priorities for housing or community development in Michigan City over the next 5 years?

1) Homelessness - supportive housing in particular

2) Affordable housing - both rental and homeownership

3) Homelessness prevention - evictions prevention in particular

4. Do you feel information pertaining to HUD programs is readily available to you? (Circle One)

Yes

No

I Don't Know

5. What suggestions, if any, do you have for the City of Michigan City to better communicate and work with housing providers or community development initiatives?

Work directly with non-profit housing and homeless providers to create projects that benefit both the city and its citizens. Look at scale of the dollars used and not just at who has always received funding.

Additional Comments:

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Five-Year Consolidated Plan – HOME Team Meeting
February 19, 2019 | 9:00 a.m.
Northern Indiana Education Foundation
402 Franklin Street
Michigan City, Indiana



STAKEHOLDER QUESTIONNAIRE

1. How familiar are you with HUD programs administered by the City of Michigan City? (Circle One)

Very Familiar

Somewhat Familiar

Not at All Familiar

2. What have you perceived to be Michigan City's major housing or community development concerns over the past 5 years?

Affordable Housing

3. What do you perceive to be the 3 highest priorities for housing or community development in Michigan City over the next 5 years?

1) Affordable Housing

2) _____

3) _____

4. Do you feel information pertaining to HUD programs is readily available to you? (Circle One)

Yes

No

I Don't Know

5. What suggestions, if any, do you have for the City of Michigan City to better communicate and work with housing providers or community development initiatives?

more affordable housing

Additional Comments: _____

PLEASE RETURN QUESTIONNAIRE TO CITY STAFF AT CONCLUSION OF MEETING

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Five-Year Consolidated Plan - HOME Team Meeting
February 19, 2019 | 9:00 a.m.
Northern Indiana Education Foundation
402 Franklin Street
Michigan City, Indiana



STAKEHOLDER QUESTIONNAIRE

1. How familiar are you with HUD programs administered by the City of Michigan City? (Circle One)

Very Familiar

Somewhat Familiar

Not at All Familiar

2. What have you perceived to be Michigan City's major housing or community development concerns over the past 5 years? *Homelessness (services, shelters, & housing opportunities)*

low-income housing deficit and housing for high income people (so they don't make a wage here but spend their income in another county because we lack the housing stock that appeals to them.)

3. What do you perceive to be the 3 highest priorities for housing or community development in Michigan City over the next 5 years?

1) Affordable rental w/o barriers

2) Job skills training

3) Substance Abuse intervention (& prevention)

4. Do you feel information pertaining to HUD programs is readily available to you? (Circle One)

Yes

No

I Don't Know

5. What suggestions, if any, do you have for the City of Michigan City to better communicate and work with housing providers or community development initiatives?

Obtain funds for incentives to bring housing providers to the table

Additional Comments:

PLEASE RETURN QUESTIONNAIRE TO CITY STAFF AT CONCLUSION OF MEETING

IF NOT RETURNED AT MEETING, RETURN TO:

SHERRY WILSON, CITY OF MICHIGAN CITY COMMUNITY DEVELOPMENT OFFICE AT CITY HALL
OR MAIL TO: 100 E. MICHIGAN BOULEVARD, MICHIGAN CITY, IN 46360 BY MARCH 8, 2019

Five-Year Consolidated Plan – HOME Team Meeting
February 19, 2019 | 9:00 a.m.
Northern Indiana Education Foundation
402 Franklin Street
Michigan City, Indiana



STAKEHOLDER QUESTIONNAIRE

1. How familiar are you with HUD programs administered by the City of Michigan City? (Circle One)

Very Familiar

Somewhat Familiar

Not at All Familiar

2. What have you perceived to be Michigan City's major housing or community development concerns over the past 5 years?

quality & quantity of affordable housing

3. What do you perceive to be the 3 highest priorities for housing or community development in Michigan City over the next 5 years?

- 1) *Access to assistance*
- 2) *availability of affordable housing*
- 3) *Sustainability of programming for assistance*

4. Do you feel information pertaining to HUD programs is readily available to you? (Circle One)

Yes

No

I Don't Know

5. What suggestions, if any, do you have for the City of Michigan City to better communicate and work with housing providers or community development initiatives?

Additional Comments:

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STAKEHOLDER QUESTIONNAIRE

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Very Familiar

Somewhat Familiar

Not at All Familiar

2. What have you perceived to be Michigan City's major housing or community development concerns over the past 5 years?

LACK of a plan for all levels of housing to increase offerings for all income levels especially w/ the double-tracking improvements - How do we keep housing safe + Affordable for everyone NOT JUST Affluent?

3. What do you perceive to be the 3 highest priorities for housing or community development in Michigan City over the next 5 years?

- 1) EQUITABLE HOUSING PLANNING* (TO AVOID gentrification) IF MIXED INCOME Housing
2) BUILDING / or renovation to create More units - create a "Net Gain" in units.
(I don't think we are paying attention to # units)
3)

4. Do you feel information pertaining to HUD programs is readily available to you? (Circle One)

Yes

(NO) I'd have to hunt for it.

I Don't Know

5. What suggestions, if any, do you have for the City of Michigan City to better communicate and work with housing providers or community development initiatives?

WHERE "DO" people go for info?
Is there a landlord directory?
Besides social svc \$, what does the CBDG do w/ Comm Dev?

Additional Comments:

* MINNESOTA HAS a REPORT SHOWING TRENDS + DATA on the state of Affordable housing - both Naturally Occurring Aff. Housing + We should have a better idea of what's really going on. For Future Responses.
Housing created by AGENCIES.

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M. Sparte 877-0327

Five-Year Consolidated Plan – HOME Team Meeting
February 19, 2019 | 9:00 a.m.
Northern Indiana Education Foundation
402 Franklin Street
Michigan City, Indiana



STAKEHOLDER QUESTIONNAIRE

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Somewhat Familiar

Not at All Familiar

2. What have you perceived to be Michigan City's major housing or community development concerns over the past 5 years?

Substandard housing - is there information
on how many houses are inspected? Public
report/records on what has been done w/ the HUD
money?

3. What do you perceive to be the 3 highest priorities for housing or community development in Michigan City over the next 5 years?

- 1) Lack of affordable housing - in move-in condition
- 2) Lack of landlord registry - can HUD money be
used to administer?
- 3) Do we have a list
of vacant properties?

4. Do you feel information pertaining to HUD programs is readily available to you? (Circle One)

Yes

No

I Don't Know

5. What suggestions, if any, do you have for the City of Michigan City to better communicate and work with housing providers or community development initiatives?

More information on website - marketing?

Additional Comments:

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Five-Year Consolidated Plan - HOME Team Meeting
February 19, 2019 | 9:00 a.m.
Northern Indiana Education Foundation
402 Franklin Street
Michigan City, Indiana



STAKEHOLDER QUESTIONNAIRE

1. How familiar are you with HUD programs administered by the City of Michigan City? (Circle One)

Very Familiar

Somewhat Familiar

Not at All Familiar

2. What have you perceived to be Michigan City's major housing or community development concerns over the past 5 years?

I believe a major concern is identifying people experiencing homelessness, especially single men, gaining access to housing and employment with a collaboration of community partners.

3. What do you perceive to be the 3 highest priorities for housing or community development in Michigan City over the next 5 years?

1) Lowering barriers, i.e. criminal records, unlawful detainers, etc.

2) Increase in rental assistance monies.

3)

4. Do you feel information pertaining to HUD programs is readily available to you? (Circle One)

Yes

No

I Don't Know

5. What suggestions, if any, do you have for the City of Michigan City to better communicate and work with housing providers or community development initiatives?

Open the door of communication by offering invitations to meetings and having outreach to such providers by Home Team members

Additional Comments:

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STAKEHOLDER QUESTIONNAIRE

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Very Familiar

Somewhat Familiar

Not at All Familiar

2. What have you perceived to be Michigan City's major housing or community development concerns over the past 5 years?

- out of code housing
- Adequate employment
- turn over

3. What do you perceive to be the 3 highest priorities for housing or community development in Michigan City over the next 5 years?

1) Repair existing structures

2) Demolish seriously dangerous structures

3) Attract high paying jobs

4. Do you feel information pertaining to HUD programs is readily available to you? (Circle One)

Yes

No

I Don't Know

5. What suggestions, if any, do you have for the City of Michigan City to better communicate and work with housing providers or community development initiatives?

I wish to meet with you

Additional Comments:

DAN Kaminski

Rebuild Together LA Porte Inc

219-716-5010 DKaminskie@enins.com

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Somewhat Familiar

Not at All Familiar

2. What have you perceived to be Michigan City's major housing or community development concerns over the past 5 years?

Need For a Plan to Develop more Affordable Housing and mixed income Housing. Existing Affordable Housing is often Not Accessible by our most Needy Homeless.

3. What do you perceive to be the 3 highest priorities for housing or community development in Michigan City over the next 5 years?

- 1) Housing Planning for Fair Development
- 2) Repairing Existing Housing Stock
- 3) Large Quantity of Abandoned Buildings - Many Homeless are living in Abandoned Buildings.

4. Do you feel Information pertaining to HUD programs is readily available to you? (Circle One)

Yes

No

Don't Know - some not all

5. What suggestions, if any, do you have for the City of Michigan City to better communicate and work with housing providers or community development initiatives?

More Updates on City Website and Social Media. Communicate More on what the other 65% of CDBG \$ goes to. 15% Services + 20% Admin But What Else?

Additional Comments:

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STAKEHOLDER QUESTIONNAIRE

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Very Familiar

Somewhat Familiar

Not at All Familiar

2. What have you perceived to be Michigan City's major housing or community development concerns over the past 5 years?

the condition of apartments

3. What do you perceive to be the 3 highest priorities for housing or community development in Michigan City over the next 5 years?

1)

more HUD

2)

section 8

3)

4. Do you feel information pertaining to HUD programs is readily available to you? (Circle One)

Yes

No

I Don't Know

5. What suggestions, if any, do you have for the City of Michigan City to better communicate and work with housing providers or community development initiatives?

none

Additional Comments:

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STAKEHOLDER QUESTIONNAIRE

1. How familiar are you with HUD programs administered by the City of Michigan City? (Circle One)

Very Familiar

Somewhat Familiar

Not at All Familiar

2. What have you perceived to be Michigan City's major housing or community development concerns over the past 5 years?

- Families who have filled out HUD application not aware of when
should update application due to how much time has passed. - Not always
known when open applications are being taken

3. What do you perceive to be the 3 highest priorities for housing or community development in Michigan City over the next 5 years?

1) Reliable consistent means to inform public of open applications

2) List of locations to provide ~~new~~ subsidized housing outside of HUD

3) _____

4. Do you feel information pertaining to HUD programs is readily available to you? (Circle One)

Yes

NO

I Don't Know

5. What suggestions, if any, do you have for the City of Michigan City to better communicate and work with housing providers or community development initiatives?

- Notification list of community providers to inform

Additional Comments: _____

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STAKEHOLDER QUESTIONNAIRE

1. How familiar are you with HUD programs administered by the City of Michigan City? (Circle One)

Very Familiar

Somewhat Familiar

Not at All Familiar

2. What have you perceived to be Michigan City's major housing or community development concerns over the past 5 years?

Slum landlords

Understock of affordable, safe housing

3. What do you perceive to be the 3 highest priorities for housing or community development in Michigan City over the next 5 years?

- 1) Slum housing is a blight in neighborhoods
- 2) Families need reasonably priced rentals
- 3) that are safe, comfortable and up to code

4. Do you feel information pertaining to HUD programs is readily available to you? (Circle One)

Yes

No

I Don't Know

5. What suggestions, if any, do you have for the City of Michigan City to better communicate and work with housing providers or community development initiatives?

Make landlords accountable to their
properties, neighborhoods & tenants

Additional Comments: _____

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STAKEHOLDER QUESTIONNAIRE

1. How familiar are you with HUD programs administered by the City of Michigan City? (Circle One)

Very Familiar

Somewhat Familiar

Not at All Familiar

2. What have you perceived to be Michigan City's major housing or community development concerns over the past 5 years?

long waiting list

3. What do you perceive to be the 3 highest priorities for housing or community development in Michigan City over the next 5 years?

1) More housing needed

2) lower cost / income based

3) people who need housing after eviction

4. Do you feel information pertaining to HUD programs is readily available to you? (Circle One)

Yes

No

I Don't Know

5. What suggestions, if any, do you have for the City of Michigan City to better communicate and work with housing providers or community development initiatives?

Additional Comments:

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City of Michigan City
Five-Year Consolidated Plan for Community
Development Block Grant Program
Public Outreach Meeting

Date: Wednesday, May 22, 2019

Time: 5:30 PM – 7:00 PM

Location: Fire Administration Building
2510 E. Michigan Blvd.
Michigan City, IN 46360

Presenter: Wade Trim and Associates

Contact Information: Sherry Wilson, CDBG 219-873-1419 Ext. 2026

Five-Year Consolidated Plan and AI – Public Meeting

Fire Administration Building
2510 E Michigan Blvd, Michigan City, IN 46360
May 22, 2019
5:30 p.m.



Summary:

Public Meeting

Michigan City, Indiana is in the process of developing a Five-Year Consolidated Plan and AI to assess affordable housing, market conditions, and community development needs to promote data-driven and place-based investment decisions.

On May 22, 2019 the City conducted a public meeting at the Fire Administration Building. There were 50 people in attendance.

To provide an environment that would allow all attendees to participate, a questionnaire was administered, and an open discussion was conducted. Citizens were asked to publicly discuss issues and concerns.

Open Discussion

During the open discussion citizens were asked to speak their mind on HUD programs and community development issues affecting their community. Through this process many Michigan City residents and service providers spoke out. A number of issues were brought to the Project Team's attention. Listed below are issues that were discussed during the open discussion:

Concerns for Consolidated Plan

- Neighborhood Maintenance
 - Playground improvements (i.e. Water Tower Park)
 - Street and playground lights
 - Sidewalk improvements (Gladys St., Walker St., and Hobert St.)
 - Tree planting
 - Trimming/Maintenance
 - More street trees
- Demolition of blighted structures
- Stormwater drainage maintenance
 - Prevent sewer overflow
- Senior programs (i.e. yard maintenance and housing rehabilitation)
- Youth services (i.e. mentoring/group facilities)
- Home repair program
- Code enforcement
- Leverage Riverboat funding to address aforementioned issues
- Target the Canada, Eastport, West Side, and South End

For questions regarding the Five-Year Consolidated Plan and other Fair Housing concerns, please contact Sherry Wilson at 219.873.1419 or sherryn@emichigancity.com.

Michigan City, Indiana
Planning & Redevelopment – Community Development

Sherry Wilson, CDBG Director
100 E. Michigan Boulevard
Michigan City, Indiana 46360

More information can be seen at:
<http://www.emichigancity.com/cityhall/departments/planning-community/index.htm>

CITY OF MICHIGAN CITY

FIVE-YEAR CONSOLIDATED PLAN FOR CDBG PROGRAM YEARS 2019 -2024

PUBLIC OUTREACH MEETING

MAY 22, 2019

SIGN-IN SHEET

NAME:

ORGANIZATION:

VERA FOSTER	
Kathy Stransky	
Vincent Stogler	
Brenda Ellis	
SEAN FITZPATRICK	MC COUNCIL
Jeffrey Ellis	
Jason Smith	WAJE Team
Ann Mack	
Margaret Moore	
Bobbie J. Lindsey	
W. Faye Moore	Lafayette City NAACP
Bernadine C. Murphy	
William Rose	Lafayette
Carolyn Arnold	Purdue Extension
Giana S. Love	
Shirley Lyka	
Norma Skonard	
Jeanne Ann Cannon	Dunebrook
Theresa Krueger	
Erin McKeen	
E. Golden	
Terry Pelt	

CITY OF MICHIGAN CITY

FIVE-YEAR CONSOLIDATED PLAN FOR CDBG PROGRAM YEARS 2019 -2024

PUBLIC OUTREACH MEETING

MAY 22, 2019

SIGN-IN SHEET

NAME:

ORGANIZATION:

William Mack	
Ineen Esther Mack	
Angel Mack	
Karal Johnson	
Samuel Johnson	
Damon Graves	
Margaret Peñe	
Kimberly Williams	New Desciple Rose Fellowship
JANET TOYRA - Smith	E. G. N. A. MEMBER.
Linnette B. Kelley	
Clarence	
Caran Cambridge	
BRYANT DANEY	CITY COUNCIL
Nelody Ward	
Michael D. Daulton	NACF
Tristram Meriwether-Parker	
Maria M. Mendenhall	
Jackie Watts	
Sherry Wilson	CDBG City of MC

APPS

Five-Year Consolidated Plan - Public Meeting
May 22, 2019
Fire Administration Building
2510 East Michigan Boulevard
Michigan City, Indiana



STAKEHOLDER QUESTIONNAIRE

1. How familiar are you with HUD programs administered by the City of Michigan City? (Circle One)

Very Familiar

Somewhat Familiar

Not at All Familiar

2. What have you perceived to be Michigan City's major housing or community development concerns over the past 5 years?

At Dunebrook, we help families (our clients) find housing. It is a continuous problem for some of our clients, but we appreciate all the community resources.

3. What do you perceive to be the 3 highest priorities for housing or community development in Michigan City over the next 5 years?

- 1) Connecting needy families to housing resources
- 2) Affordable housing
- 3) Assistance for individuals as they attempt to get housing

4. Do you feel information pertaining to HUD programs is readily available to you? (Circle One)

Yes

No

but not for all of our clients

I Don't Know

5. What suggestions, if any, do you have for the City of Michigan City to better communicate and work with housing providers or community development initiatives?

- > Use social media: texting, facebook
- > Go to those in need - print material at schools, grocery stores, Meyer, Wal-Mart
- > Make sure social service agencies are yearly aware of how to obtain services for our needy families.

Additional Comments:

I'd be happy to help —

Jeanne Ann Cannon, Director of Dunebrook

PLEASE RETURN QUESTIONNAIRE TO CITY STAFF AT CONCLUSION OF MEETING

219-874-0007

Jcannon@dunebrook.org

IF NOT RETURNED AT MEETING, RETURN TO:

SHERRY WILSON, CITY OF MICHIGAN CITY COMMUNITY DEVELOPMENT OFFICE AT CITY HALL
OR MAIL TO: 100 E. MICHIGAN BOULEVARD, MICHIGAN CITY, IN 46360 BY June 5, 2019

Five-Year Consolidated Plan - Public Meeting
May 22, 2019
Fire Administration Building
2510 East Michigan Boulevard
Michigan City, Indiana



STAKEHOLDER QUESTIONNAIRE

1. How familiar are you with HUD programs administered by the City of Michigan City? (Circle One)

Very Familiar

Somewhat Familiar

Not at All Familiar

2. What have you perceived to be Michigan City's major housing or community development concerns over the past 5 years?

Not enough Low-income housing.

Not enough Senior Housing.

3. What do you perceive to be the 3 highest priorities for housing or community development in Michigan City over the next 5 years?

- 1) More Assisted Living facilities for Seniors - *how much fast*
- 2) More low-income *Senior Bank filled up*
- 3) Assistance for Seniors living in Their Homes

4. Do you feel information pertaining to HUD programs is readily available to you? (Circle One)

Yes

No

I Don't Know

5. What suggestions, if any, do you have for the City of Michigan City to better communicate and work with housing providers or community development initiatives?

Not - For-Profit organizations should be made
aware of New Housing, grants and ways to help
low-income & Seniors

Additional Comments:

Thank you for this session.

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PROGRAM/TECHNICAL AREA	SANCTION AUTHORITY
Neighborhood Stabilization Program 1 (NSP-1) State Program	24 CFR 570.485(c), 570.495, 570.496, and Section 2301 of the Housing and Economic Recovery Act of 2008
Neighborhood Stabilization Program 2 (NSP-2) Entitlement Program	24 CFR 570.304(a), 570.910, 570.911(a) and (b), 570.912, 570.913, and Title XII of Division A of the American Recovery and Reinvestment Act of 2009
Non-Entitlement Neighborhood Stabilization Program 2 (NSP-2) Grants in Hawaii, Insular Areas Program	24 CFR 570.304(a), 570.910, 570.911(a) and (c), 570.912, 570.913, and Title XII of Division A of the American Recovery and Reinvestment Act of 2009
Neighborhood Stabilization Program 2 (NSP-2) State Program	24 CFR 570.485(c), 570.495, 570.496, and Title XII of Division A of the American Recovery and Reinvestment Act of 2009
Neighborhood Stabilization Program 2 (NSP-2) Nonprofit Grantee	24 CFR 84.62, 570.502(b), 570.910, 570.911(a), 570.912, 570.913, and Title XII of Division A of the American Recovery and Reinvestment Act of 2009
Section 8 Mod. Rehab. SRO Program for Homeless Individuals	24 CFR 882.516(d)
Shelter Plus Care (S+C)	24 CFR 582.400 (b)
Supportive Housing Program (SHP)	24 CFR 583.400(b)
Empowerment Zones	Grant Agreement, Articles I, II, III and IV
Rural Housing and Economic Development (RHED)	RHED Grant Agreement, Article I.A
Community Compass TA Program	2 CFR 200.338 – 200.342, and section in cooperative agreement that references “sanctions” or “remedies for noncompliance.”
Appalachia Economic Development Initiative (AEDI)	AEDI FY 2014 Grant Agreement, Sections I, II and III/FY 2014 NOFA
Border Capital Community Initiative (BCCI)	BCCI FY 2013 Grant Agreement, Sections I, II and III/FY 2013 NOFA
Delta Community Capital Initiative (DCCI)	DCCI FY 2014 Grant Agreement, Sections I, II and III/FY 2014 NOFA
Self-Help Homeownership Opportunity Program (SHOP)	Housing Opportunity Program Extension Act of 1996 (P.L. 104-120, as amended, 42 U.S.C. 12805 note). SHOP NOFA Section 1.B.
Rural Capacity Building for Community Development	Grant Agreement – Paragraph 11
Capacity Building for Community Development and Affordable Housing (Section 4)	Grant Agreement – Paragraph 11
Citizen Participation ¹	24 CFR 92.550-552, 570.493, 570.903, 24 CFR 92.551 and 92.552
Environment	24 CFR 58.77(d)(1) (See Chapter 21 for program-specific regulations.)
Fair Housing and Equal Opportunity (FHEO)	24 CFR 1.8, 6.12, 8.57, 103.500, 107.60, 135.76 (Program sanctions may also be applicable.)

PROGRAM/TECHNICAL AREA	SANCTION AUTHORITY
	Note: this is for informational purposes only. CPD staff may not cite to these authorities when determining appropriate corrective actions for findings as a result of the monitoring activities.
Labor	29 CFR 5.5(a)(7), 29 CFR 5.5(b)(2) (See Chapter 23 for program-specific regulations.)
Lead Hazards	24 CFR 35.170 (See Chapter 24 for program-specific regulations.)
Relocation	See Attachment I in Chapter 25 for program-specific regulations.
Flood Insurance	See Attachment 27-1 in Chapter 27 for program-specific regulations.

¹ Applicable to entities covered under the Consolidated Plan requirements only.