I. EXECUTIVE SUMMARY

Consolidated Plan

The Consolidated Plan is a planning and resource allocation document required by the U.S. Department of Housing and Urban Development (HUD) in order for units of government to receive certain federal grant funds. The Consolidated Plan regulations combine into a single submission the planning and application elements of the Community Development Block Grant (CDBG), Emergency Shelter Grant (ESG), and HOME Investment Partnerships (HOME) programs. The reporting requirements for these programs are also consolidated into one performance report.

The 2015 Program Year is the fifth program year in the 5-year 2011-2015 Consolidated Plan. The Goals and Objectives for the Program Year 2015 Consolidated Action Plan were consistent with the 5-year 2011-2015 Consolidated Plan and driven by the Topeka-Shawnee County Metropolitan Comprehensive Plan – 2025 (Comp Plan 2025), and specifically the Neighborhood Element. The Topeka City Council and Shawnee County Commission adopted the Neighborhood Element in the spring of 2000. The PY2015 Consolidated Action Plan incorporated the primary policies, priorities and strategies found in the draft Comprehensive Plan 2025 Neighborhood Element.

II. ASSESSMENT OF GOALS AND OBJECTIVES

A. Create Decent Affordable Housing

Topeka's Five-Year Housing Strategy focuses on Low and Moderate-Income (LMI) households. In general, relatively more assistance is targeted toward relatively poorer households and attention is given to a broad range of target areas and target populations including owners, renters, homeless persons, and persons with special housing needs.

For the 2015 Program, Year Topeka identified the following objective:

Objective: Increase and Maintain Homeownership and Rental Housing Opportunities

Assessment
The City successfully addressed this priority.

The Topeka Opportunity To Own (TOTO) Program aided 4 first-time homebuyers close on their home in 2015. Homeownership Counseling for 227 households also contributed to persons becoming and remaining homeowners. In the PY2015, 111 potential homebuyers attended both pre- and post-homeownership education classes or series of classes.
Rehabilitation programs including Target Area Major Rehabilitation, TOTO Homebuyer, Emergency Repair, and Exterior Rehabilitation contributed to the restoration of the existing housing stock in our Topeka neighborhoods. Money was spent assisting single-family Low and Moderate-Income (LMI) occupants with the rehabilitation of their homes:

<table>
<thead>
<tr>
<th>Program</th>
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<tr>
<td>Emergency Program</td>
<td>53</td>
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<tr>
<td>Major Rehabilitation</td>
<td>12</td>
</tr>
<tr>
<td>Exterior Rehabilitation</td>
<td>5</td>
</tr>
</tbody>
</table>

In 2015, major rehabilitation funding was provided to 12 owner-occupied housing units. Exterior rehabilitation was provided to 5 housing units.

The Shelter Plus Care Program provided homes to 351 Topeka households which includes 161 children.

The City, in partnership with the Kansas Department of Corrections, made the “Affordable Housing Project” female inmates housing rehabilitation program available to non-profit affordable housing providers. The Affordable Housing Project rehabilitated 4 affordable rental-housing units in the PY2015.

B. **Enhance Suitable Living Environment**

The City’s non-housing community development activities benefit low and very low-income households and/or aid in the prevention of slums and blight.

Topeka has identified the following non-housing community development objectives:

- **Objective:** Enhance the Quality of Targeted Topeka Neighborhoods
- **Objective:** Enhance the Linkage of Housing with Supportive Services

**Assessment**

The City successfully addressed this priority. Programs such as Neighborhood Improvement Association (NIA) Operation and Communication Grants and Neighborhood Empowerment Projects focus on the stabilization and improvement of neighborhoods. The Anti-Blight Neighborhood Initiative Programs assists with neighborhood clean-up. Youth and social service program agencies provide a variety of types of assistance to a broad range of target populations. Topeka’s homeless programs provide shelter and service.

The City’s Youth and Social Service grant program, a partnership between CDBG funds ($136,823) and City General funds ($605,293), providing $742,116 to 27 social service organizations who provided 31 programs to Topeka residents during the PY2015.
The City, in partnership with the Kansas Department of Corrections female inmates’ sidewalk team repaired and/or replaced 3 sidewalks in 2 Low and Moderate-Income neighborhood.

The City provided 20 Neighborhood Improvement Associations with operation and communication funding to carry out neighborhood development activities.

The Accessibility Modification Program provided adaptation improvements to the houses of 33 Low and Moderate-Income (LMI) households.

The City demolished 4 substantially deteriorated vacant housing units in the PY2014.

During the program year 9 CDBG Empowerment Grant funded public facility improvements were completed. The projects were:
Chesney Park NIA
1) Crossing light at 19th & Washburn
2) Pedestrian crossing light at 21st & Fillmore
3) Construct sidewalks at Washburn & Lincoln on 19th St

North Topeka West NIA
1) Construction of new concrete sidewalk on the north side of NW Lyman Rd between Old Soldier Creek and North Topeka Blvd

Quinton Heights Steele NIA
1) Construction of concrete sidewalk on both sides from SW 25th north to 23rd

Tennessee Town NIA
1) King’s Court Park improvements at the corner of Lincoln & Munson – install fence, sidewalks, 3 benches and trash receptacle
2) King’s Court Park located at the corner of Lincoln & Munson – playground matting replacement & installation

Ward Meade NIA
1) Construct a sidewalk between Old Prairie Town park entrance on Clay and 120 NW Clay
2) Brick sidewalk replacement/repair on the west side of SW Harrison St between 2nd & 3rd Street

The City facilitated two “Takeover-Makeover” Low and Moderate-Income neighborhood clean-up weekends. The clean-up weekends provide an opportunity for coordination of efforts between the Department of Housing and Neighborhood Development, Public Works, City staff, and Shawnee County Refuse Department.
C. **Create Economic Opportunities**

Social Service and Homeless organizations provide employee training to the unemployed and daycare to the working Very Low –Income Topeka households.

For the 2014 Program, Year Topeka identified the following objective:

*Objective:* **Support Economic Development**

*Assessment*

The City successfully addressed this priority.

Topeka Youth Project “Job for Young Adults” prepared 146 young adults to enter the job market.

Topeka Day Care provided child care to 111 Low and Moderate-Income households, enabling them to maintain employment.

D. **Homelessness Priorities/Activities**

The Homeless Task Force (HTF) is a collaboration of organizations, businesses and community individuals dedicated to ending chronic homelessness and the various problems associated with homelessness. The Continuum of Care, written by the HTF, aids the City and community service providers in their collective efforts to provide emergency shelter, renovate existing facilities, expand permanent housing options, provide essential services, finance shelter maintenance and operating costs, and sponsor homeless prevention initiatives.

A point-in-time survey of homeless individuals was conducted in **January of 2015** to determine this population’s needs and identify services to help them become self-sufficient.

The Homeless Task Force has established a ten year plan to end homeless and move families and individuals to permanent housing. This local initiative involves creating new permanent housing beds, increasing the number of homeless persons remaining housed longer than six months, increasing the number of homeless persons becoming employed and maintaining a functional database to track the homeless problem in Topeka.

The HTF maintained representation on both the public and private sector. Key members of the Homeless Task Force include:

- City of Topeka – Shelter Plus Care Program
- Cornerstone of Topeka – Transitional and Affordable Housing
- Community Action, Inc.
- Community Resource Council – Homeless Management Information System
- Kansas Legal Service – Topeka Moving Ahead Program
- Housing and Credit Counseling
- Valeo Behavioral Health Care – Adults with Mental Illness
- Kansas Department of Corrections
Breakthrough House – Adults with Mental Illness
Topeka AIDS Project
Topeka Housing Authority
Topeka Rescue Mission – Homeless Shelter
Veterans Administration
SRS – State Welfare
Family Service & Guidance Center

The Homeless Task Force has brought substantial revenue to this community. In 2014, the HTF received $1,795,632 from Housing and Urban Development.

E. Other Priorities

Ad valorem tax rebates proposed through the Neighborhood Revitalization Act (NRA) support job retention and expansion, as well as encourage businesses to locate in the community development target areas.

Assessment

The NRA encourages investment in the target areas. The City’s Planning Department administers this program and has made positive efforts to improve the effectiveness of this program.

F. Analysis of Impediments to Fair Housing Choice

In 2012, the City of Topeka completed an update to the Analysis of the Impediments of Fair Housing Choice. This analysis revealed the following major impediments to fair housing choice:

- Generally poor condition of area housing
- Discriminatory actions by landlords
- Real estate rental policies and practices

The following strategies were identified as the most effective in overcoming identified impediments to fair housing choices:

- Public education
- Landlord training
- Increase accessible housing units

In May 2015, the City of Topeka’s Housing & Neighborhood Development Department conducted a community needs survey mailed in each water bill, part of which pertains to “Impediments to Fair Housing”. The survey results were used to assess future areas of need for education and enforcement, as part of the AI update.

Actions taken to address impediments to fair housing include the following:
The City’s on-going Pre-purchase Homeownership (counseling, monitoring, and educational classes) are provided by Housing and Credit Counseling, Inc. (HCCI). HCCI provided home ownership counseling and home buying classes to both LMI and City-wide households. In PY2015, there were a total of 930 homeownership inquiries, short-term counsels, cases opened and 101 education participants. In 2015, 11 became homeowners with an additional 2 potential homebuyer under contract and 3 potential homebuyers looking for homes.

The City’s on-going Landlord-Tenant Services (counseling, monitoring and education) are provided by HCCI. Fair Housing is addressed with a full chapter in the Kansas Tenants Handbook and the Kansas Landlords Handbook, as well as the Fair Housing Application and Screening Booklet. These handbooks are available in print and on HCCI’s web site at www.hcci-ks.org. In addition, the Kansas Tenant Handbook is also available in Braille. HCCI staff includes a bilingual English and Spanish speaking counselor.

In PY2015, 2,198 persons utilized these Landlord-Tenant Services with 1,071 tenants and landlords in Topeka alone. 26,833 people visited the Tenant/Landlord section of HCCI’s website.

In addition, 362 Topeka residents attended 31 Rental and Fair Housing Seminars hosted by HCCI held at strategic locations within the City of Topeka. Locations include Safe Streets – Safe Property Management, Shawnee County Department of Corrections, The Mirror, Kansas Department of Aging and Disability, Washburn Tech, Big Brothers Big Sisters, City of Topeka, Hi-Crest Net Reach, Department for Children and Families Youth Advisory Council, and the Topeka Rescue Mission CARE Program.

HCCI was requested to conduct Fair Housing information booths and/or trainings at the Kansas Housing Resource Corporation (KHRC) State Housing Conference, the National Association of Housing and Redevelopment (NAHRO) Kansas Conferences, Rural Rental Housing Association of Kansas (RRHAK) Conference and other statewide locations with a total of 968 in attendance.

HCCI publishes a “Stop Sign” Fair Housing poster in English and Spanish which was distributed at the statewide conferences to professionals, property managers, landlords and targeted social service agencies for public posting.

HCCI regularly attends the Shawnee County Landlord Association and Topeka Apartment Council meetings and responds to questions about Fair Housing and rental rights and responsibilities.

The City’s housing programs address housing conditions of LMI homeowners with various programs. The City completed 77 Emergency Rehabilitation projects for low-income homeowner-occupants facing safety and health issues, such as heat, electrical, plumbing and sewer failures. This program allows very poor homeowners to stay in their homes and the houses to remain habitable. The Major Rehabilitation projects did 17 substantial renovations on LMI owner-occupied homes in City targeted areas.

G. Affordable Housing
During the period January 1, 2014, through December 31, 2015, the Department of Housing and Neighborhood Development and the community as a whole, addressed affordable housing challenges and opportunities. Examples of these activities follow:

- Identification of housing needs
- Identification of resources to meet these needs
- Designed programs to match needs and resources
- Identified and organized needed partners and partnerships
- Developed staff initiatives and performance measures
- Provided staff training as needed
- Developed and implemented a marketing strategy for programs
- Implemented new programs and expand existing programs

**Assessment**

The City feels the Affordable Housing Program has been stabilized. The City faced the unique challenge of redirecting its focus to improve accountability, stability and professionalism during the program year. Because of the focus redirection, more innovation will take place enhancing leveraging and developing noticeable impacts on Low and Moderate-Income neighborhoods.

**H. Continuum of Care**

SEE the Homelessness Priorities/Activities section above and Attachment 1.

**I. Leveraging Resources**

The City of Topeka allocated $100,000 in local Capital Improvement Program (CIP) Funds to supplement and match the funds received from HUD. In 2015, the TOTO Homebuyer Program was awarded a $139,500 grant from the Federal Home Loan Bank to pay closing cost for program participants. In addition, local lending institutions provide conventional loans that make possible the Infill Housing project and the Topeka Opportunity To Own (TOTO) first time homebuyer program. (SEE the Match Report in the Annual Performance Reports for the HOME and Emergency Shelter Grant Programs for a more detailed account of how match requirements were met.)

PY2015 was the tenth year of an annual allocation of $1,400,000 in Public Works City CIP Funds for Neighborhood Infrastructure improvements to address the needs of Low and Moderate-Income Target Areas. These City infrastructure improvement funds are the backbone of the Stages Of Resource Targeting (SORT) program, which was finalized and implemented in PY2005. A combination of alleys, sidewalks, curb and gutter, mill and overlay, driveway approaches and/or park improvements were furnished to four City of Topeka past (PY2014) and present (PY2015) SORT areas.

**Assessment**
The City generates substantially more HOME match dollars than required. The City has set the goal to “position itself to partner with the private sector to better leverage resources.”

J. Citizen comments

The Metro Planning Department used a citizen-based committee and conducted focus group meetings as part of its on-going effort to develop the Neighborhood Element of the City’s Comprehensive Plan.

The City published public notices in the Topeka Metro News and the Topeka Capital Journal; held two needs assessments and public comment hearings during the preparation of the City’s annual Consolidated Action Plan. Additionally, the City meets and solicits input from the Citizens Advisory Council to discuss the Consolidated Action Plan and budget prior to City Council Public Hearing and budget approval process.

A public notice regarding the City of Topeka’s 2015 Consolidated Action Plan was published in the Topeka Metro News, the City’s official newspaper and the Topeka Capital Journal.

A public notice regarding the City of Topeka’s 2015 Consolidated Annual Performance and Evaluation Report was published in the Topeka Metro News, the City’s official newspaper.

Assessment

No comments were received.

K. Certification Assessment

The City of Topeka completed all required steps and actions relating to the development of its 2011-2015 Consolidated Plan and the 2015 Consolidated Action Plan for Housing and Community Development.

Assessment

The City has sought to mobilize a broad range of non-federal resources and has actively supported funding applications of other agencies and organizations, where applicable, as indicated in the Plan. The City of Topeka is using all reasonable means to complete planned activities.

L. Change of Program Objectives

In 2016, HND plans to commit any unexpended funds towards demolitions activities.

M. Self-Evaluation

Throughout the entire PY2015, the City of Topeka developed an informal customer service
evaluation of its community development programs.

Assessment

The City, working with ICF in PY2005, has initiated procedural changes for more efficient program delivery. The procedures link budget performance measure to individual job descriptions. These processes were also refined through a survey, requesting input on procedures, to the City’s sub-recipients. Newer Federal regulations and inter-agency agreements, such as Lead Paint and historic preservation, are also being implemented. This increases the amount of time necessary for staff to accomplish the same results.

During the PY2015, the following actions were continued to help increase efficiency and effectiveness:

- The continued enhancement of the inspection process with the implementation of a housing specification and estimating writing software is on-going
- The RFP process continues to minimize ineligible use of funds
- A tracking system for programmatic inquiries was maintained
- The environmental review process that was established continues to be used
- Managerial and operational technical assistance recommendations were implemented
- Survey was developed to assess customer satisfaction

The approval of the 2011-2015 Consolidated Plan represented a major accomplishment that highlights the coordination of local development efforts. The plan also provided accomplishment goals that can be tracked for performance.

III. CDBG ENTITLEMENT FUNDS NARRATIVE

A. Community Development Block Grant (CDBG) Program Activities

The CDBG Program was used as the primary resource to meet the goals set out in the Consolidated Plan. 93.7% of CDBG funds were spent to benefit Low and Moderate-Income persons and substantial CDBG resources were directed toward households with incomes at or below 80% of the area median. (This includes funds used to support Major Rehab, Emergency Repair, Exterior Rehabilitation, and Accessibility Improvement Programs).

Assessment

CDBG funds were used to carry out the priorities, needs, goals, and specific objectives identified in the Consolidated Plan. Funds were distributed among the different categories of housing needs as identified in the Consolidated Plan.

The City of Topeka was prudent and responsible in fulfilling its Consolidated Plan related management obligations. The City sought and mobilized other resources. The City supported all requests for letters of support for state and federal funding submitted by local groups and organizations. The City provided requested certifications of consistency with HUD program objectives in a fair and impartial manner, approving all such requests for certification. The City did not hinder implementation of the PY2015 Consolidated Plan by action or willful inaction.
Funds were used exclusively for two of the three national objectives and the City complied with the overall benefit certification.

No activities were undertaken that involved demolition of occupied dwellings. No displacement occurred from any activities involving the rehabilitation of occupied dwellings. SEE the City’s Displacement Narrative in Attachment 2.

No activities were undertaken during the program year that served HUD designated “presumed limited clientele low and moderate-income benefit” categories.

The City properly accounted for and spent the program income generated through loan repayments.

The City does not have a HUD approved neighborhood revitalization strategy. The City has established a Comprehensive Neighborhood Strategy.

IV. HOME FUNDS NARRATIVE

A. Activities

HOME funds were distributed among the different categories of housing needs as identified in the Consolidated Plan. The City used HOME funds for rental housing (Cornerstone), Major Rehabilitation of vacant housing unit to be rented by Low and Moderate-Income City residents, Major Rehabilitation of owner occupied housing units, Infill new construction of affordable housing units, first-time homebuyers (TOTO Program), and Tenant Based Rental Assistance (Shelter Plus Care Program). The City did not receive ADDI funds for the PY2015.

HOME funds in PY2014 were responsible for 1 CHDO assisted rental housing units undergoing rehabilitation, 3 CHDO new construction rental housing units, 10 first-time homebuyer units, 17 major rehabilitation homeowner units, and deposits for tenant based rental assistance units.

The City’s Program Year is January 1st through December 31st. The HOME Match Report is based upon the Federal Fiscal year of November 1st through October 31st (Attachment 3).

See Part III of HUD Form-4107 for contracts with Minority Business Enterprises (MBEs) and Women Business Enterprises (WBEs) (Attachment 4).

HND continued the implementation of the inspection schedule of the HOME funded rental portfolio. Rental Properties slated for site review were inspected and tenant income monitoring was completed. SEE the City’s Home Monitoring Report in Attachment 5.

Assessment

The City used the IDIS system’s Status of HOME Activities Report (CO4PR22) and the Drawdown Report by Voucher Number (CO4PR07) to determine the amount committed to HOME activities and total HOME funds disbursed from January 1 through December 31, 2015.
Neighborhood Marketing

The success of homeownership program activities is dependent on the strength of communication within neighborhood networks. Since most affordable housing units are located in CDBG targeted areas and potential limited income buyers are also most likely to reside in these neighborhoods, the neighborhood is the focal point for connecting buyers with homes. Strong leadership by neighborhood-based organizations is essential as are efforts to develop neighborhood pride. Fostering person-to-person communication within the neighborhood is a key element in identifying potential buyers as well as "bargain" houses available for purchase. A significant portion of CDBG funds was committed to neighborhood improvement activities and projects.

Realtor Networking

While the primary marketing was done through neighborhood-based organizations, local realtors also contributed to this effort using standard multiple list tools and marketing tactics. All or most TOTO Program homes were purchased through local real estate professionals. Through an RFP process, a local real estate firm was awarded a contract to market the entire City’s In-Fill project newly constructed homes.

City Advertisement

The City utilized its government access cable TV channel, water bill inserts and internal and external e-mail to market HND housing programs and to promote fair housing and equal opportunity principles. The Mayor or Public Affairs have used his weekly press conference or provided public information for this purpose, ads were placed in local newspapers, and news releases were issued when necessary.

Outreach to Minority and Women Owned Businesses.

It is the responsibility of the Interim Director of the Department of Housing and Neighborhood Development (HND) to monitor, encourage, and support activities that ensure MBE and WBE contracting and subcontracting. This included the following efforts:

- The City advertised in the “Topeka Capital Journal”, Employment Opportunities Section, and also the minority owned newspaper “Kansas City Globe”, Topeka Section, for construction contractors.
- In conjunction with the City’s Contract and Procurement Division, HND updated and used a directory of bona fide MBE and WBE bidders.
- HND maintained data regarding MBE and WBE participation in their contracts and subcontracts.

Affirmative marketing efforts were directed toward persons least likely to apply for financing for "affordable" single-family homes. In addition to utilizing conventional media for advertising, neighborhood associations and non-profit organizations were contacted and asked to provide marketing assistance. These organizations included, but were not limited to, the following:

- Community Housing Resource Board of Topeka, Inc.
- Housing and Credit Counseling, Inc.
- Topeka Board of Realtors
- The Topeka Housing Authority
- Neighborhood Improvement Associations, which include:
The City encourages the participation of MBE and WBE in all federally funded contracts and requires all contractors and sub-contractors receiving federal funds comply with Section 3 requirements.

The purpose is to take affirmative steps to assure that small and minority businesses and women's business enterprises are utilized whenever possible as a source of supplies, equipment, construction, and services. These affirmative steps will include the following:

- The inclusion of qualified small and minority businesses and women's business enterprises on solicitation lists, solicitation of bidding for professional service or rehabilitation contracts.
- Assurances that small and minority businesses and women's business enterprises are solicited whenever they are potential sources.

If any subcontracts are to be let, the prime contractor is required to take the affirmative steps noted above.

The City requires all recipients/subrecipients with construction/rehabilitation projects to provide documentation of their efforts taken to hire minorities or women owned businesses. The City has a marketing and application process for all contractors interested in working with the rehabilitation programs. This process resulted in a list which includes women and minority based businesses. Homeowners are given the option of selecting a contractor from the list or selecting their own contractor.

HND co-sponsored Lead Base-Paint Training for contractors this past July in an effort to get new HND contractors, including Minority and Women Owned Businesses. Also during the past year, HND met with KDHE approved contractors to discuss those contractors working for Topeka/HND, one of which is minority owned business, who has applied to be on HND's contractor list.

V. HOPWA FUNDS NARRATIVE

The City of Topeka did not receive HOPWA funds.

VI. HESG FUNDS NARRATIVE OF 2015 ACTIVITY

PY2015 HESG Program Funding Allocation Process
Rachelle Vega-Retana, HND Accounting Specialist II, began the process with a Request for
Proposal. The four applications were reviewed and assessed against the desired program criteria and eligible activities for PY2015 funds. All agencies who received funding have demonstrated success with ongoing homeless assistance programs in previous years.

Three eligible HESG categories of services in the City of Topeka 2015 Consolidated Plan were provided by five agencies in PY2015. The three eligible categories of services provided by these agencies are summarized as follows.

Funding levels, expenditures, match and match source are summarized in Table 3 for PY2015.
**Table 3**

<table>
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<tr>
<th>Agency</th>
<th>Amount Awarded</th>
<th>Funds Spent</th>
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<td>$11,023</td>
<td>$11,023</td>
<td>CDBG Funds *</td>
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</tbody>
</table>

**PY2015CONTRACTS**

**Homeless Prevention (HP)**
- Catholic Charities: $10,000 will be used to assist family's rental arrears and utility disconnects to prevent them from becoming homeless.
- Community Action: $22,400 will be used for salaries of staff who assist individuals and families to obtain permanent housing, employment counseling, and to obtain other financial assistance and resources. Also, HP assistance will be used for rental evictions and utility disconnects.
- Doorstep: $17,500 will be used to assist families with children and adult couples with rental arrears that prevent them from becoming homeless.
- City –HND $11,005 will be used to assist applicants with rental and utility disconnects

**Shelter**
- YWCA-Center for Safety and Empowerment: $36,655 will be used for shelter utilities, telephone, supplies, maintenance items and repairs, internet service, and prescriptions and medical supplies for those clients residing in the shelter.

**Rapid Rehousing**
• Catholic Charities: $15,000 will be used to assist families who are experiencing homelessness with rental and utility deposits and 1st month’s.
• Community Action: $9,600 will be used for relocation – short term rental and utility assistance for families living in shelters or in places not meant for human habitation.
• Doorstep: $7,500 will be used for short-term rental assistance for families living in shelters or in places not meant for human habitation.
• City – HND: $7,300 will be sued to assist applicants with rental deposits and/or first month’s rent.

**Administration**

• City of Topeka: $11,023 was used for staff salary to administer the HESG projects.

**Assessment**

All HESG sub-recipients were monitored by day to day contact with agencies by phone and e-mail. All financial and demographic reports were pulled from HMIS – MAACLink for evaluation of the program for PY2015.

All programs are monitored using the assessment tool developed by the Monitoring and Compliance Committee under the Continuum of Care.

During the fourth quarter the HMIS software company was changed to Client Track and not all data was captured.

**Program Results – HESG**

Funding levels, expenditures, match and match source are summarized in Table 3 for PY2014.

<table>
<thead>
<tr>
<th>Agency</th>
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PY2014 CONTRACTS

Homeless Prevention

- Community Action: $18,905 - was and will be used for salaries of staff that assist clients to obtain other financial assistance and resources and for rent, utility deposits, evictions, and utility disconnects.
- Doorstep: $20,905 - was used to assist single and two parent families with children with rent and/or deposits and places clients in a home or prevents them from becoming homeless.
- Catholic Charities: $13,495 – will be used for rental evictions and utility disconnects

Rapid Rehousing

- Community Action: $9,333 was and will be used for relocation – short term rental and utility assistance for families living in shelters or in places not meant for human habitation.
- Doorstep: $7,334 will be used for short-term rental assistance for families living in shelters or in places not meant for human habitation.
- Catholic Charities - $13,333 to place homeless applicants in permanent housing

Shelter

- YWCA-Center for Safety and Empowerment: $42,000 will be used for shelter utilities, telephone, supplies and maintenance items or repairs, internet service and staff salaries.

Administration

- City of Topeka: $10,160 was used for staff salary to administer the HESG projects.

Assessment

All Hearth Emergency Solutions Grant subrecipients were monitored by day to day contact with agencies by phone and e-mail. Financial and demographic reports were submitted quarterly for evaluation of the program for PY2014.

Program Results – HESG

Funding levels, expenditures, match and match source are summarized in Table 3 for PY2013

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<tr>
<td>YWCA – Center for Safety and Empowerment</td>
<td>$24,274</td>
<td>20,368</td>
<td>20,368</td>
<td>United Way funds</td>
</tr>
<tr>
<td>Administration</td>
<td>$8,796</td>
<td>8,796</td>
<td>8,796</td>
<td>CDBG Funds *</td>
</tr>
</tbody>
</table>

**PY2013 CONTRACTS**

**Homeless Prevention**
- Community Action: $25,250 was used for salaries of staff that assist clients to obtain other financial assistance and resources and for rent, utility deposits, evictions, and utility disconnects.
- Doorstep: $25,250 was used to assist single and two parent families with children with rent and/or deposits and places clients in a home or prevents them from becoming homeless.

**Shelter**
- YWCA-Center for Safety and Empowerment: $24,274 was used for shelter utilities, telephone, supplies and maintenance items or repairs, internet service and staff salaries.
- Kansas Legal Services: $16,209 was used for transportation, medical and dental care and prescriptions, IDs, birth certificates, licenses and work-related clothing and shoes for clients involved with the T-Map Program.

**Administration**
- City of Topeka: $8,796 was used for staff salary to administer the HESG projects.

**Assessment**
All Hearth Emergency Solutions Grant subrecipients were monitored by day to day contact with agencies by phone and e-mail. Financial and demographic reports were submitted quarterly for evaluation of the program for PY2013.

**VII. PUBLIC PARTICIPATION**

**A. Activities**
The City of Topeka followed applicable public participation requirements.

**Assessment**
The City receives regular and reasonable public input for its planning and program design efforts. Because the City has addressed accountability, stability, and professionalism, the public input has been better focused on addressing neighborhood challenges. Public comments were utilized to finalize the 2015 Consolidated Action Plan. Program delivery details were modified to improve efficiency with direct input from the public through public meetings and surveys. Technical assistance, provided to neighborhood organizations, is an example of the City's response to public input.
VIII. GENERAL REQUIREMENTS, OTHER ACTIONS

A. Address Obstacle to Meeting Underserved Needs
The City of Topeka offers a variety of policies and programs to address the needs of low and extremely-low income households, including persons with disabilities. Such programs include housing rehabilitation, emergency repairs, accessibility improvements, affordable rental development, zoning to maintain the fabric of our neighborhoods, emergency shelters and homeless assistance; all for historically underserved populations and/or areas.

B. Public Housing and Resident Initiatives
The Topeka Housing Authority (THA) manages all public housing within the City limits. The City continues to support the efforts of THA by working with the housing authority on any projects of joint concern. The City and THA continue to look for ways to partner. Additionally, the City has been very supportive of the new THA development, ECHO Ridge, which created 64 new public housing units, incorporating substantial “green” features.

C. Lead Based Paint Reduction Strategy
The City continues to work to reduce the number of lead hazard homes in the City by complying with the HUD lead-based paint regulations implementing Title X of the Housing and Community Development Act of 1992. The requirements identify the appropriate type of activity to control lead paint hazards, regardless of funding source. The $25,000 abatement threshold in Title X has not been adjusted since it was established, while construction/rehabilitation costs have escalated. This precludes a number of homes from being rehabilitated because abatement costs make it financially infeasible. The City is also assisting the Kansas Department of Health & Environment with the promotion of its grant program to address lead hazards.

D. Anti-Poverty Strategy
The City continues to support the efforts of existing agencies to prevent poverty, such as Breakthrough House, Community Action, Cornerstone, Doorstep, and Big Brothers/Big Sisters, as well as the various other social service agencies funded through City General Funds. The City is also an active member of the Topeka/Shawnee County Homeless Coalition and provides funding to support the efforts of our homeless assistance providers to end homelessness.

Additionally, the City continues to offer programs to Topeka’s Stages of Resource Targeting and other affordable housing and housing preservation activities, for very low to moderate income households. One of the key cornerstones in our efforts is to enhance individual wealth as well as community wealth.