

2012 Consolidated Annual Performance and Evaluation Report (CAPER)

(May 1, 2012 - April 30, 2013)

Community Development Block Grant Oshkosh, WI



OSHKOSH
ON THE WATER

Prepared for:

U.S. Department of Housing and Urban Development



Office of Community Planning and Development
 U.S. Department of Housing and Urban Development
 Integrated Disbursement and Information System
 PR26 - CDBG Financial Summary Report
 Program Year 2012
 OSHKOSH , WI

DATE: 05-02-13
 TIME: 11:12
 PAGE: 1

PART I: SUMMARY OF CDBG RESOURCES

01 UNEXPENDED CDBG FUNDS AT END OF PREVIOUS PROGRAM YEAR	0.00
02 ENTITLEMENT GRANT	669,751.00
03 SURPLUS URBAN RENEWAL	0.00
04 SECTION 108 GUARANTEED LOAN FUNDS	0.00
05 CURRENT YEAR PROGRAM INCOME	156,180.83
05a CURRENT YEAR SECTION 108 PROGRAM INCOME (FOR SI TYPE)	0.00
06 RETURNS	0.00
07 ADJUSTMENT TO COMPUTE TOTAL AVAILABLE	0.00
08 TOTAL AVAILABLE (SUM, LINES 01-07)	825,931.83

PART II: SUMMARY OF CDBG EXPENDITURES

09 DISBURSEMENTS OTHER THAN SECTION 108 REPAYMENTS AND PLANNING/ADMINISTRATION	1,094,139.22
10 ADJUSTMENT TO COMPUTE TOTAL AMOUNT SUBJECT TO LOW/MOD BENEFIT	0.00
11 AMOUNT SUBJECT TO LOW/MOD BENEFIT (LINE 09 + LINE 10)	1,094,139.22
12 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION	82,452.73
13 DISBURSED IN IDIS FOR SECTION 108 REPAYMENTS	0.00
14 ADJUSTMENT TO COMPUTE TOTAL EXPENDITURES	0.00
15 TOTAL EXPENDITURES (SUM, LINES 11-14)	1,176,591.95
16 UNEXPENDED BALANCE (LINE 08 - LINE 15)	(350,660.12)

PART III: LOWMOD BENEFIT THIS REPORTING PERIOD

17 EXPENDED FOR LOW/MOD HOUSING IN SPECIAL AREAS	0.00
18 EXPENDED FOR LOW/MOD MULTI-UNIT HOUSING	0.00
19 DISBURSED FOR OTHER LOW/MOD ACTIVITIES	724,886.74
20 ADJUSTMENT TO COMPUTE TOTAL LOW/MOD CREDIT	0.00
21 TOTAL LOW/MOD CREDIT (SUM, LINES 17-20)	724,886.74
22 PERCENT LOW/MOD CREDIT (LINE 21/LINE 11)	66.25%

LOW/MOD BENEFIT FOR MULTI-YEAR CERTIFICATIONS

23 PROGRAM YEARS(PY) COVERED IN CERTIFICATION	PY: PY: PY:
24 CUMULATIVE NET EXPENDITURES SUBJECT TO LOW/MOD BENEFIT CALCULATION	0.00
25 CUMULATIVE EXPENDITURES BENEFITING LOW/MOD PERSONS	0.00
26 PERCENT BENEFIT TO LOW/MOD PERSONS (LINE 25/LINE 24)	0.00%

PART IV: PUBLIC SERVICE (PS) CAP CALCULATIONS

27 DISBURSED IN IDIS FOR PUBLIC SERVICES	89,202.67
28 PS UNLIQUIDATED OBLIGATIONS AT END OF CURRENT PROGRAM YEAR	0.00
29 PS UNLIQUIDATED OBLIGATIONS AT END OF PREVIOUS PROGRAM YEAR	0.00
30 ADJUSTMENT TO COMPUTE TOTAL PS OBLIGATIONS	0.00
31 TOTAL PS OBLIGATIONS (LINE 27 + LINE 28 - LINE 29 + LINE 30)	89,202.67
32 ENTITLEMENT GRANT	669,751.00
33 PRIOR YEAR PROGRAM INCOME	92,410.92
34 ADJUSTMENT TO COMPUTE TOTAL SUBJECT TO PS CAP	0.00
35 TOTAL SUBJECT TO PS CAP (SUM, LINES 32-34)	762,161.92
36 PERCENT FUNDS OBLIGATED FOR PS ACTIVITIES (LINE 31/LINE 35)	11.70%

PART V: PLANNING AND ADMINISTRATION (PA) CAP

37 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION	82,452.73
38 PA UNLIQUIDATED OBLIGATIONS AT END OF CURRENT PROGRAM YEAR	0.00
39 PA UNLIQUIDATED OBLIGATIONS AT END OF PREVIOUS PROGRAM YEAR	0.00
40 ADJUSTMENT TO COMPUTE TOTAL PA OBLIGATIONS	0.00
41 TOTAL PA OBLIGATIONS (LINE 37 + LINE 38 - LINE 39 +LINE 40)	82,452.73
42 ENTITLEMENT GRANT	669,751.00
43 CURRENT YEAR PROGRAM INCOME	156,180.83
44 ADJUSTMENT TO COMPUTE TOTAL SUBJECT TO PA CAP	0.00
45 TOTAL SUBJECT TO PA CAP (SUM, LINES 42-44)	825,931.83
46 PERCENT FUNDS OBLIGATED FOR PA ACTIVITIES (LINE 41/LINE 45)	9.98%



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LINE 17 DETAIL: ACTIVITIES TO CONSIDER IN DETERMINING THE AMOUNT TO ENTER ON LINE 17

Report returned no data.

LINE 18 DETAIL: ACTIVITIES TO CONSIDER IN DETERMINING THE AMOUNT TO ENTER ON LINE 18

Plan Year	IDIS Project	IDIS Activity	Activity Name	Matrix Code	National Objective	Drawn Amount
2006	1	242	RENTAL REHABILITATION	14B	LMH	\$17,727.53
2007	2	261	RENTAL REHABILITATION	14B	LMH	\$7,351.47
Total						\$25,079.00

LINE 19 DETAIL: ACTIVITIES INCLUDED IN THE COMPUTATION OF LINE 19

Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2006	1	256	5511450	NEIGHBORHOOD SERVICES	05V	LMA	\$129.50
2007	2	275	5511450	NEIGHBORHOOD SERVICES	05V	LMA	\$327.17
2009	2	305	5511450	NEIGHBORHOOD INITIATIVES/DEVELOPMENT	14A	LMH	\$13,663.11
2009	2	305	5531015	NEIGHBORHOOD INITIATIVES/DEVELOPMENT	14A	LMH	\$44,921.48
2010	2	322	5511450	HOUSING REHABILITATION - OWNER OCCUPIED	14A	LMH	\$6,177.70
2011	2	341	5511450	Housing Rehabilitation	14A	LMH	\$200,206.85
2011	2	341	5531012	Housing Rehabilitation	14A	LMH	\$36,974.06
2011	2	341	5531015	Housing Rehabilitation	14A	LMH	\$10,900.25
2011	2	341	5535447	Housing Rehabilitation	14A	LMH	\$10,530.01
2011	2	341	5558354	Housing Rehabilitation	14A	LMH	\$1,110.58
2011	4	345	5511450	PSC-ADVOCAP-Winnebago Co Nutrition Program	05A	LMC	\$4,125.50
2011	4	346	5511450	PSC-American Red Cross	05Q	LMC	\$3,094.00
2011	4	347	5511450	PSC-Christine Ann Domestic Abuse Services	05G	LMC	\$4,125.50
2011	4	348	5511450	PSC-Oshkosh Area Community Food Pantry	05W	LMC	\$4,125.50
2011	4	349	5511450	PSC-Reach Counseling Services	05O	LMC	\$412.50
2011	4	350	5511450	PSC-UWO Living Healthy Community Clinic	05M	LMC	\$4,125.50
2011	4	351	5511450	PSC-Winnebago Conflict Resolution	05C	LMC	\$1,237.50
2011	4	352	5511450	Fair Housing Center of NEW	05J	LMC	\$2,500.00
2011	4	354	5511450	Oshkosh Seniors Center Health Program	05A	LMC	\$8,555.00
2011	4	355	5511450	Oshkosh Seniors Center Fitness Program	05A	LMC	\$6,445.00
2012	1	359	5511450	Housing Rehabilitation	14A	LMH	\$108,926.20
2012	1	359	5531015	Housing Rehabilitation	14A	LMH	\$80,261.48
2012	1	359	5535306	Housing Rehabilitation	14A	LMH	\$26,065.00
2012	1	359	5558354	Housing Rehabilitation	14A	LMH	\$95,761.85
2012	1	361	5558354	Neighborhood Initiatives	03	LMA	\$185.50
2012	2	362	5511450	PSC-Day by Day Warming Shelter	03T	LMC	\$2,500.00
2012	2	362	5535447	PSC-Day by Day Warming Shelter	03T	LMC	\$2,500.00
2012	2	363	5511450	PSC-ADVOCAP Winn Co Nutrition Program	05A	LMC	\$3,750.00
2012	2	363	5535447	PSC-ADVOCAP Winn Co Nutrition Program	05A	LMC	\$3,750.00
2012	2	364	5511450	PSC-American Red Cross	05Q	LMC	\$2,500.00
2012	2	364	5535447	PSC-American Red Cross	05Q	LMC	\$2,500.00
2012	2	365	5511450	PSC-CADAS Emergency Shelter & Advocacy Services	05G	LMC	\$3,750.00
2012	2	365	5535447	PSC-CADAS Emergency Shelter & Advocacy Services	05G	LMC	\$3,750.00
2012	2	366	5511450	PSC-Oshkosh Area Food Pantry	05	LMC	\$3,750.00
2012	2	366	5535447	PSC-Oshkosh Area Food Pantry	05	LMC	\$3,750.00
2012	2	367	5511450	PSC-UWO Healthy Living Community Clinic	05M	LMC	\$3,750.00
2012	2	367	5535447	PSC-UWO Healthy Living Community Clinic	05M	LMC	\$3,750.00
2012	2	368	5511450	PSC-Oshkosh Seniors Center	05A	LMC	\$2,500.00
2012	2	368	5535447	PSC-Oshkosh Seniors Center	05A	LMC	\$2,500.00
2012	2	369	5511450	Fair Housing Center of NE WI	05J	LMC	\$2,500.00
2012	2	369	5531015	Fair Housing Center of NE WI	05J	LMC	\$2,500.00
Total						\$724,886.74	



2012 CAPER/Program Year 3 2010-2014 Consolidated Plan Oshkosh, WI

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GENERAL

Executive Summary

GRANTEE: City of Oshkosh, Wisconsin

CON PLAN PERIOD: May 1, 2010 to April 30, 2014

PERIOD COVERED BY CAPER: May 1, 2012 to April 30, 2013

This CAPER describes Community Development Block Grant (CDBG) funded activities undertaken in the City of Oshkosh during the 2012 Program Year, which ran from May 1, 2012 to April 30, 2013.

During the program year, a total of \$1,140,485 in CDBG funds were expended on activities identified in the 2012 Action Plan as part of the 2010-2014 Consolidated Plan. HUD requires a minimum of 70-percent of CDBG expenditures benefit low and moderate income (LMI) persons or households over a three-year reporting period. The 2012 Program Year is the third of the three-year reporting cycle that covers the 2010, 2011 and 2012 program years. The expenditures for 2012 on their own are over 70.7 percent beneficial to LMI persons.

During the 2012 Program Year, a total of \$748,068 was expended on activities qualifying as benefiting LMI persons/households. The tables below summarize expenditures of the program year as well as detailing expenditures over the three-year period. Additional details are found throughout this document.

PY 2012 PROGRAM YEAR TOTAL EXPENDITURES		
Total Expended		\$1,140,485
	Central City & Community Facilities	\$ 309,964
	Housing & Neighborhood Development	\$ 659,322
	Public Services	\$ 88,746
	Planning & Administration	\$ 82,453
Total Expended less Planning & Administration		\$ 82,453
Total Expended on LMI Activities		\$ 748,068
Percentage benefit to LMI persons/households in 2012 (total expended - planning & administration)/total expended on LMI activities		70.7%

General Questions

- 1) **Assessment of the one-year goals and objectives**
 - a) Describe the accomplishments in attaining the goals and objectives for the reporting period.
 - b) Provide a breakdown of the CPD formula grant funds spent on grant activities for each goal and objective.
 - c) If applicable, explain why progress was not made towards meeting the goals and objectives.
- 2) Describe the manner in which the recipient would change its program as a result of its experiences.

For the purposes of this CAPER, all funds and activities and accomplishments relate to the Community Development Block Grant program only, as these are the only CPD formula grants the City of Oshkosh receives.

Throughout this document are the specific accomplishments of how funds were spent during the 2012 Program Year, including the Needs tables in the Appendix.

In summary, 16 owner-occupied housing rehabilitation projects were completed, which was more than the goal of 15 units per year in the Annual Action Plan and the 2010-2014 Consolidated Plan.

Once again, even though the City implemented a new Rental Rehabilitation Program in 2010, rehabilitation project requests were lacking as they have been for the past few years. Only two (2) rental rehabilitations were completed in the 2012 Program Year making it once again short of the five (5) unit goal identified in the Annual Action Plan and the 2010-2014 Consolidated Plan.

We continued to see accomplishments in the designated Near East Neighborhood Redevelopment Program. The redevelopment plan for this area was adopted in March, 2005 and was originally identified as one of four high-priority areas in the 2005-2025 Comprehensive Plan. Since the start of the program, the City has used CDBG and Redevelopment Authority funds to rehabilitate homes, clear blighted properties and land-bank parcels for future redevelopment.

One of the current and past program year's goals was to explore a contract with an existing neighborhood development organization such as a NeighborWorks affiliate or possibly organizing a local prototype to assist with setting up formal neighborhood associations and assisting with community organizing. In 2010, the City established an agreement with Neighborhood Housing Services of Southeast Wisconsin, which expanded their NeighborWorks charter from Kenosha and Racine to Oshkosh, now called NeighborWorks Badgerland. January 1, 2011 saw the start of that collaboration with the establishment of a steering committee. By the end of the 2012 program year, the steering committee hired a full time staff person, found office space, began their first two housing rehabilitation projects, worked with two established neighborhood associations and assisted three additional neighborhoods with starting associations, implemented a Good NEIGHBOR Grant Program that assisted 36 property owners with grants for exterior improvements, assisted 179 first time homebuyers with their eHome program and assisted with multiple neighborhood events/projects. Oshkosh continued the success of its public service programming with seven (7) programs funded through the Public Service Consortium and support of the Fair Housing Council.

During Program Year 2012, the City of Oshkosh performed eight instances of condemnation and removal of blighted properties.

3) Affirmatively Furthering Fair Housing:

a) Provide a summary of impediments to fair housing choice.

During the 2012 Program Year, the City completed an Analysis of Impediments to Fair Housing Choice. The following impediments were identified:

Administrative Impediments (Public and Private)

- The public’s poor understanding of fair housing rights and complaint procedures
- Inadequate support for non-English speaking residents

Regulatory Impediments (Public)

- Misleading fair housing ordinance

Quality Impediments (Private)

- Poor condition of housing stock

Supply Impediments (Private)

- Inadequate supply of appropriate housing for residents with disabilities

Transportation Impediments (Public)

- Lack of adequate transportation options in some parts of the city

Financial Impediments (Private)

- Lack of loans to minorities

The study summarized the following actions to be taken to address the impediments identified:

b) Identify actions taken to overcome effects of impediments identified.

Activities undertaken by contracted services – In 2012, the Fair Housing Center of Northeast Wisconsin (FHCNW) received \$10,000 in CDBG funds. FHCNW is the local affiliate of the Metropolitan Milwaukee Fair Housing Council. FHCNW investigated eight (8) fair housing complaints as follows:

PY 2012 FAIR HOUSING COMPLAINTS					
Date	Race	Sex	Number in Family	Income Level	Basis of Complaint
5/21/12	African American	Female	2	Low income	Race
5/21/12	African American	Female	2	Low income	Race, Lawful Source of Income
6/5/12	White	Male	1	Low income	Sex, Disability, Lawful Source of Income
6/21/12	White	Female	3	Very low income	Disability
7/12/12	White	Female	1	Did not provide	Race
1/31/13	African American	Female	2	Extremely low income	Race
1/31/13	White	Female	2	Extremely low income	Sex
3/7/13	White	Female	1	Extremely low income	Disability

Referral Services For Clients with Non-Fair Housing Inquiries

During the reporting period, 38 persons received fair housing referral services for non-fair housing issues (e.g. evictions/terminations, leases, repair/code violations, subsidized housing, tenant rights, emergency housing, security deposits, financial assistance, assistance to landlords, etc). FHCNW assisted persons with non-fair housing inquiries by making referrals to organizations such as: the Tenant Resource Center, the Wisconsin Department of Agriculture, Trade and Consumer Protection, The Oshkosh/Winnebago County Housing Authority and Legal Action of Wisconsin.

Technical Assistance

PY 2012 FAIR HOUSING TECHNICAL ASSISTANCE PROVIDED	
5/3/12	Housing provider in reference to reasonable accommodation for a person with a disability
5/3/12	Housing provider in reference to occupancy standards as it relates to fair housing
5/29/12	Housing provider in reference to a service animal for a person with a disability
6/27/12	Advocate in reference to immigration status and national origin as a protected class
7/10/12	Consumer in reference to reasonable accommodation for a person with a disability
7/13/12	Advocate in reference to military discharge status and citizenship status
12/13/12	Consumer in reference to general provisions and prohibited practices in fair housing law
1/9/13	City of Oshkosh contractor on the processes of legal remedy for housing discrimination complaints
2/6/13	Housing provider in reference to reasonable accommodation for a person with a disability

Fair Housing Presentations

The staff of the FHCNW conducted two (2) fair housing presentations during the program year to the Oshkosh/Winnebago County Housing Authority and the Habitat for Humanity of Oshkosh.

The fair housing presentations reached a total of 5 audience members. All attendees served through the two presentations were white, non-Hispanic. However, it is anticipated that the staff and organizations who attended the presentations would share the information with others in the community.

Fair Housing Trainings

As part of the collaborative effort between the Appleton, Neenah and Oshkosh CDBG jurisdictions, three (3) fair housing training events were conducted for members of the housing industry in each of the communities. The trainings covered in-depth information about local, state and federal fair housing laws; how to make reasonable accommodations and modifications for tenants with disabilities; advertising rental units in compliance with fair housing laws; non-discriminatory negotiation with prospective tenants, etc. Attendees learned how to implement fair housing practices at every stage of a housing transaction, from showing available units to terminating tenancies. These presentations reached 30 owners and managers of rental property.

Interagency Meetings

During the program year, FHCNW staff participated in 12 interagency meetings including meetings with the Oshkosh Collaboration Work Group, the Winnebago Land Housing Coalition and the Fox Cities Housing Coalition.

Activities undertaken by City – The City is assertive in its efforts and takes affirmative steps to inform those groups considered to be in greater risk of experiencing housing discrimination (families headed by single parents, female head of households, minority families and individuals, the elderly and the disabled) about the availability of funds for owner and renter occupied rehabilitation projects, emergency assistance and public service support services. During the reporting period, the City rehabilitated ten (10) homes with female head of household, two (2) homes with a disabled resident and four (4) homes with elderly residents. There were 16 completed owner-occupied rehabilitations and one (1) who received a purchase assistance loan.

City staff also took in complaints and answered fair housing inquiries by tenants, rental property owners, and others and made appropriate referrals, when needed.

Distribution of Fair Housing Education Materials

Fair housing education material describing protected classes and prohibited practices delineated in local, state and federal fair housing laws was distributed in the form of 350 brochures and flyers: 331 printed in English, 8 in Spanish and 11 in Hmong.

4) Describe Other Actions in Strategic Plan or Action Plan taken to address obstacles to meeting underserved needs.

City staff is an active participant in the monthly meetings of the Winnebago Land Housing Coalition, which is the Continuum of Care for the area. This coalition includes members from United Way, the Oshkosh/Winnebago County Housing Authority, Habitat for Humanity, and several other housing related service providers such as ADVOCAP, The Salvation Army, Wisconsin Public Service, and the American Red Cross.

In the 2012 Program Year, discussion took place regarding the City's planning efforts. Several internal City departments such as Public Works, Forestry, and Police have participated in implementation and planning efforts including neighborhood watch and neighborhood planning and rehabilitation. Planning Division staff coordinates between these departments as well as acting as the liaison for NeighborWorks. With Planning staff coordinating implementation with other departments and outside agencies, the obstacles are being addressed on tailored approach versus a one-size fits all approach.

5) Leveraging Resources

- a) Identify progress in obtaining "other" public and private resources to address needs.**
- b) How Federal resources from HUD leveraged other public and private resources.**

During the reporting period, CDBG funds were used to leverage additional public service funds as the City continued to partner in the collaborative with the Winnebago County-Brighter Future funding, the Oshkosh Area United Way, and the Oshkosh Area Community Foundation. These

four entities comprise the Public Services Consortium, which had a total of \$110,000 available for public service activities in 2012, of which \$90,000 was CDBG funds and \$20,000 was from the United Way and the Oshkosh Area Community Foundation. Winnebago County's program continues to receive funding because of the collaborative effort at the level of \$58,440 for a three-year funding cycle s.

Seven (7) programs were funded with City CDBG dollars, three (3) programs were funded by the United Way, and two (2) programs were funded by Oshkosh Area Community Foundation grants, all being managed by the Consortium.

The following table shows the amount of the City CDBG allocation used and the amount of other leveraged funds (\$2,986,066) used for the programs (as presented in their application for funds).

PY 2012 PUBLIC SERVICE CONSORTIUM RECIPIENTS			
Subrecipient	CDBG funds	Total Program Budget	% of program funded with CDBG
Oshkosh Seniors Center	\$10,000	\$201,356	5%
ADVOCAP Winnebago County Nutrition Program	\$15,000	\$1,167,493	1%
American Red Cross	\$10,000	\$180,084	6%
Christine Ann Domestic Abuse Services	\$15,000	\$537,493	3%
Oshkosh Area Community Pantry	\$15,000	\$395,200	
Day by Day Warming Shelter	\$15,000	\$135,000	11%
UW-Oshkosh Living Healthy Community Clinic	\$15,000	\$369,440	4%
Total Funds	\$90,000	\$2,986,066	

c) How matching requirements were satisfied.

There were no projects associated with the City's use of entitlement funds that required matching funds.

Managing the Process

1. Describe actions taken during the last year to ensure compliance with program and comprehensive planning requirements.

The City of Oshkosh's Department of Community Development is the lead agency responsible for administering the programs covered by the 2010-2014 Consolidated Plan and the 2012 Action Plan. The Department of Community Development sub-contracts with public service providers individually and through the Public Service Consortium. Staff from these individual agencies is responsible for administering their own programs and reporting required information to the Department of Community Development. One such provider is the Oshkosh/Winnebago County Housing Authority which provides administrative services related to the Homebuyer Assistance Program. As part of the Public Service Consortium, the subrecipient is contracted/required to provide quarterly reports to show progress during the administration of their program, which is then reported to the City.

In order to keep Oshkosh residents familiar with the CDBG program and to ensure compliance with program and comprehensive planning requirements, City staff provides a 15 day public comment period and presents the annual CAPER to the Plan Commission and Common Council. These meetings are broadcast on the local cable access television station. It is done to show success stories for the program year and to familiarize the Plan Commission, Common Council and television audience with the CDBG program. Additionally, mass mailings and discussions on Oshkosh Community Access Television will be conducted to showcase the rehabilitation programs.

In the development of this plan, applications are solicited for non-public service projects. A public informational meeting is held in early November at the Oshkosh Seniors Center to present the estimated Annual Plan for the coming program year along with the Capital Improvements Program. This meeting also serves to answer questions and solicit comments. The estimated Annual Plan for the next program year is then presented to the Plan Commission during a regularly scheduled meeting and a recommendation is forwarded to the Common Council, who in turn approves, denies or modifies the recommended CDBG allocations for the next program year.

Citizen Participation

1. Provide a summary of citizen comments.

The City of Oshkosh Community Development Department did not receive any comments pertaining to the 2012 CAPER.

2. In addition, the performance report provided to citizens must identify the Federal funds made available for furthering the objectives of the Consolidated Plan. For each formula grant program, the grantee shall identify the total amount of funds available (including estimated program income), the total amount of funds committed during the reporting period, the total amount expended during the reporting period, and the geographic distribution and location of expenditures. Jurisdictions are encouraged to include maps in describing the geographic distribution and location of investment (including areas of minority concentration). The geographic distribution and expenditure requirement may also be satisfied by specifying the census tracts where expenditures were concentrated.

The first opportunity for citizen comment was the ability to contact staff directly following a legal notice published in the Oshkosh Northwestern on July 10, 2013 explaining this CAPER. The CAPER was available for review at the Department of Community Development, Planning Services Division office and on the City of Oshkosh website (http://www.ci.oshkosh.wi.us/Community_Development/Planning_Services/index.asp) A comment period of not less than 15 days was provided to receive comments prior to the submittal to the Department of Housing and Urban Development.

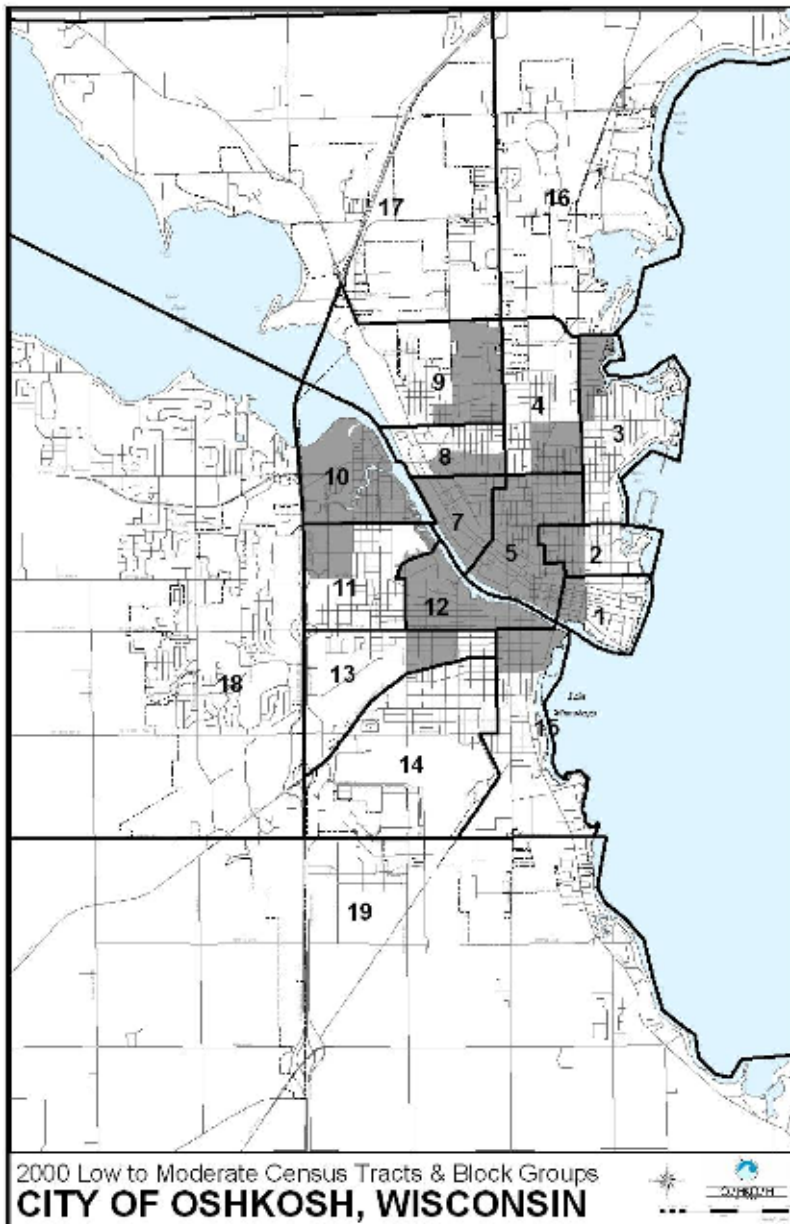
The City made the report available in order to show the public the funds that were available and how they were spent during the 2012 Program Year. The CAPER also demonstrated to the public how program income was used to further the goals and objectives of the 2010-2014 Consolidated Plan.

The City of Oshkosh Community Development Department, Planning Services Division did not receive any comments pertaining to the 2012 CAPER.

The second opportunity for citizen comment was at the July 16, 2013 Plan Commission meeting where the CAPER was presented with opportunity for public comment. Staff highlighted the funds available and the 2012 spending results/performance information.

The City of Oshkosh Plan Commission neither received any comments pertaining to the 2012 CAPER nor discussed the report at the meeting.

As included throughout the CAPER document, assistance in Oshkosh was directed primarily to low and moderate income census tracts and block groups, as shown on the following map:



Within these geographic areas, priority was given to the following:

- Areas with higher density and areas with high concentrations of rental housing
- Areas most significantly affected by foreclosure and housing abandonment

- Priority areas identified in the City Comprehensive Plan, 2005-2025

Areas of Minority Concentration

Census block groups with over 150 persons answering with a “non-White” Race in the 2000 Census are shown in the table below. After excluding the census block groups with institutionalized populations such as the State of Wisconsin Correctional Facility, the University of Wisconsin-Oshkosh student housing, the Winnebago County Mental Health Institution, and the Park View Health Center, the block groups with the highest number of racial/minority concentrations are as follows:

AREA OF HIGHEST NUMBER OF MINORITIES		
Geographic Area	Number of Non-“White Alone”	Percent of “Non - White Alone” People in Block Group
Census Tract 5, Block Group 3	335	14.76
Census Tract 5, Block Group 2	192	23.53
Census Tract 2, Block Group 3	179	20.62

Source: 2000 U.S. Census

These three block groups are all located in the Central City area and are all located in low and moderate income census tracts.

Institutional Structure

- 1) **Describe actions taken during the last year to overcome gaps in institutional structures and enhance coordination.**

The actions taken this year were continuations of commitments City staff has made to overcome gaps among institutional structures. The City continues to work with the Oshkosh Area United Way and the Oshkosh Area Community Foundation on coordination and supervision of CDBG and other funds for public service activities and programs through the “Public Service Consortium.” This joint coordination effort was implemented to avoid unnecessary duplication of efforts in providing financial awards to service providers.

Since the hiring of a new Housing and Neighborhoods Principal Planner in 2010, a renewed and greater level of participation is occurring with the Winnebagoland Housing Coalition and Winnebago Apartment Association.

Also, in 2010-2011 program year, the City worked to establish an agreement for a satellite office of Neighborhood Housing Services of Southeast Wisconsin (dba NeighborWorks Badgerland), a private nonprofit corporation that strengthens neighborhoods and improves lives by revitalizing housing, enhancing neighborhood character, and promoting and preserving homeownership. This was a multi-year endeavor and NeighborWorks Oshkosh began work in January 1, 2011, which saw the start of that collaboration with the establishment of a steering committee. By the end of the 2012 program year, the steering committee hired a full time staff person, found office space, began their first two housing rehabilitation projects, worked with two established neighborhood associations and assisted three additional neighborhoods with starting associations, implemented a Good NEIGHBOR Grant Program that assisted 36 property owners with grants for exterior improvements , assisted 179 first time homebuyers with their eHome program and assisted with multiple neighborhood events/projects.

The City, along with the Oshkosh Area Community Foundation, budgeted funds and actively sought and recruited Neighborhood Housing Services of Southeast Wisconsin to consider expansion into the Oshkosh area.

In addition, City staff has had a closer working relationship with the local Habitat for Humanity to create the institutional capacity to undertake and complete projects.

Monitoring

1. Describe how and the frequency with which you monitored your activities.

Monitoring actions are conducted to ensure the timeliness of spending. Quarterly and annual reports are required for all funded activities. When these reports are submitted they are reviewed in accordance with their contract and filed for records. If quarterly reports are not made on time or the subrecipient is not meeting the requirements of their contract, Department of Community Development staff will contact and/or meet with the subrecipients for a coordination meeting and closely monitor progress to meet the requirements of their contract. Continued failure of reporting may affect funding possibilities in future program years and/or may require more stringent reporting accountability.

Public service applicants submitted quarterly reports that are most often submitted with quarterly invoices for payments against the CDBG grant thereby helping to ensure timeliness of expenditures of grant funds by the City. Grant funds for public service activities/organizations under the Public Service Consortium are distributed in a quarterly lump sum payment to the United Way/Oshkosh Area Community Foundation, who administers the public service programs benefiting LMI clientele. Staff reviews the quarterly reports and contacts applicants as needed to clarify any information as well as to address timeliness of invoices. CDBG administrative funding, in the form of an administration project, was provided to the United Way and the Community Foundation to monitor the programs and their progress toward achieving the goals identified in their applications. Other agencies that were awarded contracts, such as the Fair Housing Center of Northeast Wisconsin, the Oshkosh/ Winnebago County Housing Authority and the Oshkosh Seniors Center are also required to submit reports with their invoices, showing progress towards goals as outlined in their contract directly to the City. Visits to the Seniors Center, the Fair Housing Offices and the Oshkosh/ Winnebago County Housing Authority were conducted and discussions regarding success, failure and hindrances to performance took place. Annual reports summarizing programs and beneficiaries are required from these public service agencies in order to avoid reporting duplicate accomplishments.

Housing rehabilitation activities were monitored during the rehabilitation period before, during and after construction. Generally, contractors get several payments during a rehabilitation project. Payment is withheld until the contractor has satisfactorily completed the work including obtaining the appropriate required permits. When it is determined that the work is satisfactorily completed and after securing the owners signature on a payment request form, payment to the contractor is released. No final payment is made for a project until the contractor has satisfactorily completed the work in accordance with the contract and the work complies with all City codes as determined by the appropriate inspectors.

2. Describe the results of your monitoring including any improvements.

Monitoring during the program year went smoothly as many of the agencies, contractors used and programs funded are those that are familiar with the CDBG program and its reporting

requirements. Public service organizations that are funded for the first time sometimes have difficulty interpreting what data the City and HUD are looking for and need coaching in that area. In addition, first time contractors in the housing rehabilitation programs often need extra attention by staff. Reporting forms that more easily convey data requirements also help to receive adequate information and avoid confusion, especially on income and racial differentiation. Improvements as a result of monitoring and revisions/alterations to forms used in reporting as well as one-on-one and group training all assisted in a smooth dissemination of data from subrecipients to the City.

3. Self Evaluation

- a. Describe the effect programs have in solving neighborhood and community problems.**
- b. Describe progress in meeting priority needs and specific objectives and help make community's vision of the future a reality.**
- c. Describe how you provided decent housing and a suitable living environment and expanded economic opportunity principally for low and moderate-income persons.**
- d. Indicate any activities falling behind schedule.**
- e. Describe how activities and strategies made an impact on identified needs.**
- f. Identify indicators that would best describe the results.**
- g. Identify barriers that had a negative impact on fulfilling the strategies and overall vision.**

CDBG funds continue to be targeted in the 2012 Program Year for the Near East Neighborhood Redevelopment Plan and this targeted effort will continue throughout the next consolidated plan period. Coordination between the Inspections Division and the owner and rental rehabilitation program was also an important element in that LMI individuals are assisted with long-term code compliance. The ongoing years of inspection and correction requests have resulted in many positive impacts for code compliance which make a significant impact on improvement of neighborhood image, maintenance of perceived and actual property values, assistance in fostering neighborhood identity, and a sense of community "ownership."

Maintaining the existing housing stock was identified as one of the highest priorities in the City of Oshkosh 2005-2025 Comprehensive Plan and is identified within each individual program year. The City continues to strive for this goal through the owner and renter-occupied rehabilitation programs.

Needs were identified in the "Needs" tables in the 2010-2014 Consolidated Action Plan and the impacts to these needs are summarized here:

Identified Need: Housing (Renter) – Even though the City implemented a new Rental Rehabilitation Program, rehabilitation projects requests were lacking as they have been the past few years and zero (0) rental rehabilitations were completed in the 2012 program year. Once again the rental rehabilitation program was short of the five (5) unit goal identified in the Annual Action Plan and five (5) unit goal in the 2010-2014 Consolidated Plan. The City hopes to create a more suitable number of rental rehabilitation projects and increase the number of rental units rehabilitated for functionality and new units created.

Identified Need: Housing (Owner) – 16 owner-occupied houses were rehabilitated in the 2012 program year, with a total of 77 persons occupying these 16 households. The housing

rehabilitation program helps to maintain existing housing stock and keeps homes in safe and good condition for LMI homeowners. Given the financing structure of the zero-interest, zero payment loans, the LMI owner is not burdened with loan payments, which allows more income to be expended on other suitable living environment necessities. Payment of the rehabilitation loan is made at the owners/borrowers discretion or when the house changes ownership, whichever comes first. Also, CDBG funds were provided to one (1) LMI households (1 total LMI individuals) who completed the Homebuyer Assistance Program. Additionally, \$37,518 in grants were given to ten (10) of the sixteen (16) completed housing rehabilitation projects (63 percent) to reduce lead-based paint hazards.

Identified Need: Homeless Needs (Individuals and Families) –

ADVOCAP deals with homelessness through its Homeless Programs Department and is taking the leadership role in actively pursuing, obtaining and administering federal funding to address local homeless needs. The agency has a HUD Supportive Housing Program (Supportive Services Only) award to provide intensive case management and wraparound services to work with homeless persons and families access permanent housing, obtain employment or increased income and achieve greater self-sufficiency through their overcoming barriers. The agency also serves as the fiscal agent for state-funded homeless prevention programs (State of Wisconsin HUD ESG, State Transitional Housing and State Homeless Prevention Program Funds). ADVOCAP has two units of transitional housing (16th Street & Mt Vernon Homes) and coordinates a twice a year point-in-time survey of homelessness in the area, which local agencies participate in.

American Red Cross serves as lead agency for local efforts to prevent homelessness and operates a homeless prevention program known as the “Bridges Emergency Assistance Program”, which provides assistance to LMI persons who had temporary emergency needs related to rental and utility payments, bus passes, gas vouchers, car repairs, work boots, insurance application fees and vouchers. In 2012, LMI 1,974 individuals were assisted by this program.

Christine Ann Domestic Abuse Services Inc. (CADASI) operates a 35-bed shelter for female victims of domestic violence and their children and counseling services, case management and supportive services for women, men and children. In 2012, CADASI provided counseling for 1,103 persons (733 women, 19 men, 351 children [558 or 51% from Oshkosh]) and shelter for 251 individuals (120 adults, 131 children [242 or 96% from Oshkosh]).

Day by Day Warming Shelter operates a 20-bed seasonal emergency shelter that serves a small but definite population of persons (men and women) with no other sheltering options in the community. In 2012, Day by Day provided shelter for 127 individuals and served more than 7,332 meals.

Father Carr’s Place 2B operates an emergency shelter which has two facilities (Bethlehem Inn with 75 beds for men and Holy Family Villa with 75 beds for women and children along with a food pantry and free medical clinic adjacent to the shelter

Legal Action of Wisconsin, through its Oshkosh office, provides legal services to those at risk of homelessness or who have issues related to overcoming their homelessness through state and federal funding. Their services include, but are not limited to, housing issues such as eviction defense, abusive landlord practices, administrative hearings relating to public and subsidized housing, housing conditions and habitability, access to affordable housing and foreclosure.

Legal Action closed a total of 145 housing cases in Oshkosh in 2012.

Salvation Army provides emergency motel vouchers during periods when the shelters are full. They also provide rent and utility help for those unable to access American Red Cross services.

Identified Need: Public Services – In 2012, seven (7) programs were funded through the Public Service Consortium which assisted 88,098 LMI individuals, In addition to these programs, public service funds were also used to:

- Contract with the Fair Housing Center of Northeast Wisconsin for their counseling services;
- Coordination with the Oshkosh/Winnebago County Housing Authority for services associated with the Homebuyer Assistance Program; and

Identified Need: Non-Homeless Special Needs (Housing and Supportive Services) – In 2012, four (4) elderly, ten (10) female head of household and three (3) disabled households benefited from the owner-occupied rehabilitation program this year. Additionally, the public service programs assisted LMI, disabled, elderly and other qualified persons with fair housing help, housing assistance, in-home meals, emergency shelter and assistance, medical assistance, job skill training and literacy skills, as well as sexual abuse treatment. The City and its involvement in the Public Service Consortium has been extremely successful and far outpaces the goals identified in the 2010-14 Consolidated Plan and annual action plan.

Two main indicators best describe our results: number of owner-occupied rehabilitated units and number of persons served with public service programs. Additionally, forward progress through property inspections and resulting home and property improvements indicate a steady positive affect the general removal of blighting influences and improved suitable living conditions, whether physical or societal, for LMI areas and persons.

Barriers identified that had a negative impact on fulfilling the strategies and overall vision of the City included unexpected staff turnover as well as the low number of rental unit owners interested in the rehabilitation of their properties.

h. Identify whether major goals are on target and discuss reasons for those that are not on target.

Goals have been realized for the majority of our program activities within the consolidated plan timeline though they may have been short or long in any particular program year. This includes the rehabilitation program for the city's owner-occupied units and the substantial activity in the public service realm. Progress made in implementing the Near East Neighborhood Plan has been steady as has the progress made with redevelopment plans and negotiations that will act as a guide to address and direct the purchase of blighted property.

i. Identify any adjustments or improvements to strategies and activities that might meet your needs more effectively.

As in the last program year – we will continue to make adjustments to make activities more effective, including increases in funding for the public service portion of the CDBG budget, as this program has demonstrated its continued success and expansion in the past through not only block grant funds but also by continuing to leverage larger amounts of unrelated funds.

Other steps to increase the effectiveness of the Oshkosh CDBG program include stronger use of the neighborhood initiative programs including contracting or creating a neighborhood rehabilitation and advocacy agency to assist with LMI neighborhood organizing resulting in blight influence removal and the physical rehabilitation of owner and renter-occupied homes. Greater coordination and assertiveness on the City's part in relation to the rental rehabilitation program will hopefully increase activity in that program. Additionally, continued action associated with redevelopment plans in the South Shore Redevelopment Area and other Central City LMI areas provide specific locally supported guidance for removal of blight and provision of area for investment and improvement.

Lead-based Paint

1) Describe actions taken during the last year to evaluate and reduce lead-based paint hazards.

Throughout the year, the City continued to implement applicable HUD lead paint regulations in owner and renter-occupied housing rehabilitation projects. The Department of Community Development will now cooperate with the County Health Department (after the City Health Department was consolidated with the County) to provide CDBG rehabilitation assistance to income qualified owner-occupied households with children who have elevated blood lead levels. The Department of Community Development's Housing Rehabilitation Specialist is trained to use the City's XRF machine, which was purchased with administrative funds from a HUD demonstration lead paint reduction program. The Department will continue to maintain the XRF machine using CDBG funds; however the machine will need to be replaced soon.

Staff from the County Health Department visit the homes of children where there have been reported cases of elevated blood lead levels. Staff will then provide information on how to clean, lead hazard reduction and childhood lead poisoning.

Additionally, all contractors used to perform lead hazard reduction work must be trained and certified by the State in a lead hazard reduction discipline and associated with a certified lead company. The City prefers to work with State Certified general contractors as part of their housing improvement programs, as most projects disturb lead based paint or control/abate lead paint hazards. However, the general contractor may subcontract the lead work to a certified lead subcontractor.

During the 2012 Program Year, \$35,518 was spent on grants to reduce lead-based paint hazards in eleven (10) of the seventeen (16) completed housing rehabilitation projects (63 percent). The lead-based paint funds were made available as grants for the benefit of low and moderate income owners and not included as part of the deferred rehabilitation loan.

PY 2012 LEAD ABATEMENT GRANTS				
Address	Lead Grant	Extremely Low Income	Very Low Income	Low (Moderate) Income
925 Monroe St.	\$1,800			X
828 Franklin St.	\$4,025			X
843 N Main St.	\$6,650			X
402 Merritt Ave.	\$3,915			X
516 Waugoo Ave.	\$2,175	X		

923 Grand St.	\$2,188		X	
2108 Mt. Vernon St.	\$1,325			X
143 W 22 nd Ave.	\$6,700		X	
1403 Jackson St.	\$7,950		X	
1313 Wisconsin St.	\$790			X
	\$35,518	1	3	7

HOUSING

Please also refer to the Housing Needs Table in the Appendix.

Housing Needs

1) Describe actions taken during the last year to foster and maintain affordable housing.

CDBG funds are used to foster and maintain affordable housing primarily through the owner-occupied and rental rehabilitation programs. These programs directly foster and maintain affordable housing in the requirements associated with CDBG dollars.

Additionally, the City supports the Homebuyer Assistance Program through the Oshkosh/Winnebago County Housing Authority, in which all participants in the program are low and moderate (LMI) homebuyers. After completion of the program, participants are eligible for purchase assistance funds based on whether household income is extremely low, very low, or low (moderate) income. The prospective homes are inspected and are eligible for rehabilitation when needed. The purchase assistance, inspections, and rehabilitation are all actions that eliminate financial hurdles for LMI persons becoming homeowners. Inspections and rehabilitation are measures taken to ensure new homeowners are making sound investments and not overburdening themselves with maintenance issues. Owner-occupied projects must meet applicable building and housing codes and the payment is not released until the contractor has completed all activities identified in the Scope of Work for the property.

When emergencies arise for LMI households, the City uses CDBG funds to provide emergency funding for these types of repairs (e.g., leaking roof or furnace outage in winter) to maintain a safe and suitable living environment.

Specific Housing Objectives

1) Evaluate progress in meeting specific objective of providing affordable housing, including the number of extremely low-income, low-income, and moderate-income renter and owner households comparing actual accomplishments with proposed goals during the reporting period.

The following are specific objectives the City aimed to achieve in the 2011 program year:

Objective 1. Rehabilitate fifteen (15) owner-occupied units for LMI households.

In the 2012 Program Year, seventeen (16) projects were completed using CDBG funds. The following table summarizes the accomplishments of this program:

PY 2012 OWNER-OCCUPIED HOUSING REHABILITATION PROGRAM						
Address	Completion Date	Purchase Assistance	Lead Grant	Project Cost	# in Household	LMI Census Tract or Block Group
925 Monroe St.	8/24/12	\$0	\$1,800	\$33,430	3	X
828 Franklin St.	11/9/12	\$0	\$4,025	\$34,378	1	X
843 N Main St.	10/19/12	\$0	\$6,650	\$19,820	3	X
402 Merritt Ave.	10/19/12	\$0	\$3,915	\$21,789	3	X
516 Waugoo Ave.	5/13/12	\$0	\$2,175	\$23,286	3	X
1707 Punhoqua St	11/16/12	\$0	\$0	\$21,480	1	X
923 Grand St.	1/2/13	\$0	\$2,188	\$18,853	1	X
2108 Mt. Vernon St.	3/1/13	\$0	\$1,325	\$24,323	1	
621 Bowen St	9/28/12	\$0	\$0	\$13,910	2	X
1518 Jackson St	11/2/12	\$0	\$0	\$8,870	1	X
143 W 22 nd Ave.	3/15/13	\$0	\$6,700	\$17,874	1	
605 School Ave	8/3/12	\$0	\$0	\$2,300	3	X
653 Monroe St	11/16/12	\$0	\$0	\$13,300	3	X
632 Waugoo	4/15/13	\$0	\$0	\$2,726	1	X
1403 Jackson St.	10/26/12	\$0	\$7,950	\$19,400	9	
1313 Wisconsin St.	6/8/12	\$0	\$790	\$7,520	3	X
TOTALS		\$0	\$37,518	\$283,259	39	13

Objective 2. Rehabilitate/create five (5) renter-occupied units for LMI households.

Providing affordable housing options is also done through the rental rehabilitation program. \$50,000 was budgeted in 2012 for this program. Only two (2) rehabilitation projects were completed in the program year due to lack of interest in the program and lack of follow through by applicants for our new Rental Rehabilitation Program

PY 2012 RENTAL REHABILITATION PROGRAM					
Address	Completion Date	Project Cost	Lead Grant	# LMI Units	LMI Census Tract or Block Group
332 Hudson Ave	9/4/2012	\$20,000	\$0	2	Yes
123 Mill St	8/24/2012	\$12,858	\$0	1	Yes

Objective 3. Provide support for the Homebuyer's Assistance Program by the Housing Authority.

CDBG funds were provided for first time homebuyer's purchase assistance to one (1) LMI homebuyers who completed the Homebuyer Assistance Program, as summarized below:

PY 2012 FIRST TIME HOMEBUYER DOWN PAYMENT ASSISTANCE							
Address	Purchase Assist	Female HOH	Race	# in Household	Extremely Low Income	Very Low Income	Low (Moderate) Income
1720 Mt Vernon St	\$10,000	X	White	1		X	
TOTAL	\$10,000	1		1	0	1	0

In addition to purchase assistance, CDBG rehabilitation funds were provided to two (2) additional first time homebuyers, as summarized below:

PY 2012 FIRST TIME HOMEBUYER HOUSING REHABILITATION						
Address	Completion Date	Purchase Assistance	Lead Grant	Project Cost	# in Household	LMI Census Tract or Block Group
1403 Jackson St	10/26/12	\$0	\$7,950	\$19,400	9	No
1313 Wisconsin St	6/8/12	\$0	\$790	\$7,520	3	Yes
TOTALS		\$0	\$8,740	\$26,920	12	1

Objective 4. Assist a nonprofit organization in the establishment of neighborhood associations, housing rehabilitation projects, general review of the housing and neighborhood improvement programs and broader neighborhood improvement activities.

In 2010, the City worked with the Oshkosh Area Community Foundation to establish an agreement for a satellite office of Neighborhood Housing Services of Southeast Wisconsin, a private nonprofit corporation that strengthens neighborhoods and improves lives by revitalizing housing, enhancing neighborhood character and promoting and preserving homeownership. This expanded their NeighborWorks charter from Kenosha and Racine to Oshkosh, now called NeighborWorks Badgerland.

This was a multi-year endeavor and NeighborWorks Badgerland began work January 1, 2011 with the establishment of a steering committee. By the end of the 2012 program year, the steering committee hired a full time staff person, found office space, began their first two housing rehabilitation projects, worked with two established neighborhood associations and assisted three additional neighborhoods with starting associations, implemented a Good NEIGHBOR Grant Program that assisted 36 property owners with grants for exterior improvements, assisted 179 first time homebuyers with their eHome program and assisted with multiple neighborhood events/projects.

2) Evaluate progress in providing affordable housing that meets the Section 215 definition of affordable housing for rental and owner households comparing actual accomplishments with proposed goals during the reporting period.

The rental and owner-occupied rehabilitation units are to be occupied by LMI tenants but do not meet, nor were they required to meet, the definition of affordable housing, as provided in Section 215.

3) Describe efforts to address “worst-case” housing needs and housing needs of persons with disabilities.

In 2012, worst-case housing needs were addressed through public service activities. The funding of organizations that include the Red Cross Emergency Assistance Program and the Christine Ann shelter address worse case needs as a support network for those in unfit housing or finding themselves displaced.

Accessibility is considered in all physical projects undertaken or assisted by the City using CDBG dollars. In the owner and rental rehabilitation programs, handicapped accessibility is listed and announced as an eligible activity that is encourage. Owner and renter-occupied sites that are selected are evaluated as to the need or requirements for improvements that enhance or increase accessibility. Though no public improvement projects were conducted in the 2012 program year, physical improvements associated with the housing rehabilitation program will always include either the reconstruction or the installation of accessible features. Non-physical efforts to improve the living conditions of the handicapped include financing of the UWO Living Healthy Community Clinic, which services many disabled persons in need of help with daily and often unmet health services.

Public Housing Strategy

1) Describe actions taken during the last year to improve public housing and resident initiatives.

The Oshkosh / Winnebago County Housing Authority works to promote and deliver adequate and affordable housing and suitable living environments free from discrimination. Their mission is to promote and ensure safe, decent, and affordable housing for their participants, as well as provide owners and developers with an opportunity to rehabilitate and develop affordable housing.

Formed in 1970, the Housing Authority owns, manages and maintains 616 apartments or homes that are subsidized with rents based on 30% of adjusted incomes. The properties range from single family homes to 14-story high rise buildings. Affordable housing opportunities are available for families, singles, disabled, and elderly low-income applicants. The Authority also administers over 400 Housing Choice Vouchers, owns and maintains four group homes, coordinates a family self-sufficiency program, and delivers a home ownership program.

The Housing Authority recognizes their participants as their primary focus, works in partnership with community and government organizations to promote affordable housing options, acts as an agent of change when performance is unacceptable, continues to strive for public trust and confidence through good communication and being responsive to the needs of their participants and the community, and identifies and works to eliminate barriers that prevent it from achieving their goals as a housing authority.

Local Objectives:

The Admissions and Continued Occupancy Plan for the Public Housing Program is designed to achieve the following objectives:

- Provide improved living conditions for very low and low income families while maintaining their rent payments at an affordable level;
- Operate a socially and financially sound public housing agency that provides drug-free, decent, safe, and sanitary housing with a suitable living environment for residents and their families;
- Avoid concentrations of economically and socially deprived families in any one of their public housing developments;
- Lawfully deny the admission of applicants, or the continued occupancy of residents, whose habits and practices reasonably may be expected to adversely affect the health,

safety, comfort or welfare of other residents or the physical environment of the neighborhood, or create a danger to our employees;

- Attempt to house a tenant body in each development that is composed of families with a broad range of incomes and rent-paying abilities that is representative of the range of low-income families in our jurisdiction;
- Promote upward mobility opportunities for families who desire to achieve self-sufficiency;
- Facilitate the judicious management of the PHA inventory and efficient management of PHA staff; and
- Ensure compliance with Title VI of the Civil Rights Act of 1964 and all other applicable Federal laws and regulations so that the admissions and continued occupancy are conducted without regard to race, color, religion, creed, sex, national origin, handicap, or familial status, sexual preference, or age.

The Housing Authority strategy to meet affordable housing needs in the city is to tirelessly pursue its mission and objectives. The Authority embraces a vibrant private sector and supports developments that create a range of new residential opportunities across all market segments. Where the private market doesn't provide adequate options for low-income households, the Authority will pursue programs and resources to supplement the market.

The Oshkosh Housing Authority continues to enhance the buildings and services that improve the physical and social environment at the Public Housing developments. Specific actions taken in 2012 were as follows:

Court Tower Apartments -

- A Low Income Housing Tax Credit application that was submitted to the Wisconsin Housing & Economic Development Authority earned an allocation of \$9,465,170. Negotiations with half a dozen national syndicators ended with the selection of First Sterling Financial as the equity partner for Tower Redevelopment Phase 1. First Sterling Financial offered to purchase the credits for \$8,516,949 and closing for sale of half of the Court Tower property occurred following HUD's approval of a Mixed-finance ACC. A second application to WHEDA for Tower Redevelopment Phase 2, also won an award, this time at \$8,948,330. First Sterling successfully pursued purchase of the Phase 2 credits though the closing wasn't completed until February 1, 2013. The Housing Authority, project architects and construction manager worked with City Officials, contractors and the residents to prepare for construction to begin in late the summer of 2012 and to be completed for both Phase 1 and Phase 2 by Dec. 31, 2013. An application filed with the HUD Special Application Center to reduce and revise the apartments at Court Tower, diminishing from 157 apartments to 104. Larger apartments and additional common areas will be developed along with the capacity to provide daily cares in one-quarter of the apartments in a Residential Care Apartment Complex.

Mainview Apartments -

- Late in 2011 the Housing Authority began remodeling the first apartments under a multi-year renovation effort that will eliminate efficiency apartments and create both accessible and two-bedroom apartment to expand housing options within the building. Heat pumps will be added and all building spaces with benefit from forced air heating and cooling. New bathrooms, kitchens, floors and lighting will be installed throughout. By the end of

2012 renovation work was underway in 56 of the 104 apartments with 40 apartments completed and re-occupied.

- Preliminary approval from the National Parks Services and the Historical Society of Wisconsin has been received providing for preservation tax credits that will be sold bringing nearly \$1 million of additional capital to the renovation.
- Collaborated with U.S. Cellular, Verizon and AT&T Wireless to reconfigure antenna installations to eliminate clutter and stealth the antennas that remain.

Lenox Lofts -

- Applied to develop sixty units of Public Housing designated for disabled persons with Low Income Housing Tax Credit funds. The proposal would have re-purposed a former factory site that has been largely vacant for many years. WHEDA put the award on-hold after it pulled the majority of funds from the priority “Special Needs” category designated in its Qualified Allocation Plan after allocating less than 50% of the set-aside.

Scattered Family Sites -

- No capital improvements were complete in the past year. However, plans to begin rebuilding driveways and parking areas are being considered.

Resident initiatives implemented or sustained during the past program year were:

- Maintained resident activity opportunities with seasonal and holiday events scheduled throughout the year;
- Agency continues to have resident/program participant representation on the Board of Commissioners;
- Collaborated with ARC Winnebago County Disabilities Association to encourage resident artists to show their work in gallery night promotions; and
- Volunteers staffed Event Parking to generate revenue for resident recreation funds.

Barriers to Affordable Housing

1) Describe actions taken during the last year to eliminate barriers to affordable housing.

The following were specific objectives the City aimed to achieve in the 2012 program year:

Objective 2. Homeownership assistance by Oshkosh/Winnebago County Housing Authority through the provision of funds for administration, lead paint compliance, and purchase assistance.

CDBG funds were used to support the Homebuyer Assistance Program through the Oshkosh/Winnebago County Housing Authority. This program has been in place for over 10 years and has successfully moved several households from the Section 8 Voucher and Public Housing programs into homeownership. All participants in the program are LMI homebuyers. After completion of the program, participants are eligible for purchase assistance funds based on whether household income is extremely low, very low, or (low) moderate income. The prospective homes are inspected and are eligible for rehabilitation dollars, when needed. The

purchase assistance, inspections, and rehabilitation are all actions that eliminate financial hurdles for an LMI homeowner getting into a home. The inspections and rehabilitation are measures taken to ensure the owners are making a sound investment.

Objective 3. City implementation of Neighborhood Improvement initiatives as outlined in the Comprehensive Plan, which are designed to improve the overall condition of older neighborhoods in LMI Census tracts and include some educational opportunities for residents of the area.

The City's 2005-2025 Comprehensive Plan calls for the following actions to ensure affordable housing availability:

- Work with public and private housing providers to plan for the development of additional housing units affordable to low and moderate income owners and renters as needed and to secure additional subsidies for rental of existing privately owned units.
- Promote opportunities and programs to provide owner and rental options for low and moderate income residents.

The City's 2005-2025 Comprehensive Plan also calls for the following action to maintain and rehabilitate the City's existing housing stock and the surrounding areas containing this housing:

- Continue housing rehabilitation programming which provides assistance to low and moderate-income persons in upgrading their housing and in purchasing and improving properties in older neighborhoods.
- Encourage Downtown/Central City residential development through rehabilitation or new construction.
- Implement "Neighborhood Improvement Strategies" in specific geographic areas for neighborhood and housing issues.
- Develop program and encourage owners to convert non-competitive rental property back to owner-occupied structures.
- Create a rehabilitation code for pre-existing conditions on historic properties.

Objective 4. Funds granted to Fair Housing Center of NE Wisconsin for tenant counseling.

As part of the contract with the Fair Housing Center of Northeast Wisconsin, funds support staff providing technical assistance, counseling and education related to housing issues, as recommended in the current Analysis of Impediment to Fair Housing Choice document.

HOME/ American Dream Down Payment Initiative (ADDI)

The section is not applicable to the City of Oshkosh.

HOMELESS

Please also refer to the Homeless Needs Table in the Appendix.

Homeless Needs

- 1) **Identify actions taken to address needs of homeless persons.**

2) Identify actions to help homeless persons make the transition to permanent housing and independent living.

The City of Oshkosh does not receive any private or public funds to address homeless needs or to help homeless persons make the transition to permanent housing and independent living. Since there are already a number of public and private organizations providing these homeless services in the community, the City does not provide direct homeless assistance or identify specific planned actions to end and/or prevent chronic homelessness. However, funds within City CDBG Public Service expenditures were allocated to Christine Ann Domestic Abuse Services and the Homebuyer Assistance Program, which directly address homelessness and its prevention. In addition, members of the WinnebagoLand Housing Coalition provide services such as rental and utility assistance, emergency shelter support services, transitional housing support, transportation, day services and subsidized housing.

Homeless service providers include ADVOCAP, American Red Cross of East Central Wisconsin Christine Ann Domestic Abuse Services, Day by Day Warming Shelter, Father Carr's Place2B, Legal Action of Wisconsin and The Salvation Army.

ADVOCAP deals with homelessness through its Homeless Programs Department and is taking the leadership role in actively pursuing, obtaining and administering federal funding to address local homeless needs. The agency has a HUD Supportive Housing Program (Supportive Services Only) award to provide intensive case management and wraparound services to work with homeless persons and families access permanent housing, obtain employment or increased income and achieve greater self-sufficiency through their overcoming barriers. The agency also serves as the fiscal agent for state-funded homeless prevention programs (State of Wisconsin HUD ESG, State Transitional Housing and State Homeless Prevention Program Funds). ADVOCAP has two units of transitional housing (16th Street and Mt. Vernon Homes) and coordinates a twice a year point-in-time survey of homelessness in the area, which local agencies participate in.

American Red Cross serves as lead agency for local efforts to prevent homelessness and operates a homeless prevention program known as the "Bridges Emergency Assistance Program", which provides assistance to LMI persons who had temporary emergency needs related to rental and utility payments, bus passes, gas vouchers, car repairs, work boots, insurance application fees and vouchers. In 2012, LMI 1,974 individuals were assisted by this program.

Christine Ann Domestic Abuse Services Inc. (CADASI) operates a 35-bed shelter for female victims of domestic violence and their children and counseling services, case management and supportive services for women, men and children. In 2012, CADASI provided counseling for 1,103 persons (733 women, 19 men, 351 children [558 or 51% from Oshkosh]) and shelter for 251 individuals (120 adults, 131 children [242 or 96% from Oshkosh]).

Day by Day Warming Shelter operates a 20-bed seasonal emergency shelter that serves a small but definite population of persons (men and women) with no other sheltering options in the community. In 2012, Day by Day provided shelter for 127 individuals and served more than 7,332 meals.

Father Carr's Place 2B operates an emergency shelter which has two facilities (Bethlehem Inn with 75 beds for men and Holy Family Villa with 75 beds for women and children along with a food pantry and free medical clinic adjacent to the shelter

Legal Action of Wisconsin, through its Oshkosh office, provides legal services to those at risk of homelessness or who have issues related to overcoming their homelessness through state and federal funding. Their services include, but are not limited to, housing issues such as eviction defense, abusive landlord practices, administrative hearings relating to public and subsidized housing, housing conditions and habitability, access to affordable housing and foreclosure. Legal Action closed a total of 145 housing cases in Oshkosh in 2012.

Salvation Army provides emergency motel vouchers during periods when the shelters are full. They also provide rent and utility help for those unable to access American Red Cross services.

3) Identify new Federal resources obtained from Homeless SuperNOFA.

No new federal resources were obtained from the Homeless SuperNOFA.

Specific Homeless Prevention Elements

1) Identify actions taken to prevent homelessness.

The City of Oshkosh does not receive any private or public funds to prevent homelessness. Since there are already a number of public and private organizations providing homeless services in the community, the City does not provide direct homeless assistance or identify specific planned actions to end and/or prevent chronic homelessness.

The WinnebagoLand Housing Coalition serves as the Continuum of Care (CoC) in this area (Southern Winnebago County, primarily the Oshkosh area) dealing with homeless issues and staff from the Department of Community Development are active participants. The group meets monthly to discuss housing issues and needs, including homelessness in the area, coordinate delivery of services, and provide in-service training on housing topics. These meetings are held the first Wednesday of each month and increase awareness of services available and enhance referrals. The group includes homeless service providers, local government, Housing Authority, United Way, faith-based groups, and others concerned with housing issues. The group also includes the local elected State Representative to the Assembly.

Coordination and delivery of homeless services is provided through a Homeless Service Providers Network as part of that Continuum of Care. ADVOCAP serves as the lead agency within the Network, which also includes Christine Ann Domestic Abuse Services (CADASI), American Red Cross of East Central Wisconsin, Legal Action of Wisconsin, and The Salvation Army – Oshkosh Corps. ADVOCAP also serves as lead agency and fiscal agent for consolidated applications for HUD ESG/THP and HPP funds. Additionally, ADVOCAP serves as lead agency for participation in the Balance of State Continuum of Care organization.

A Memorandum of Understanding by those homeless service providers requesting HUD ESG funds details the working relationship between agencies. The Homeless Service Providers Network meets every other month and monthly when necessary, to coordinate services, identify unmet needs, and plan wraparound services to meet the needs of clients. ADVOCAP provides staff support to conduct point in time surveys of homeless needs, prepare annual needs assessment and prioritization of unmet needs, and write grants for joint homeless activities.

Joint training activities are also planned to benefit participating agencies. The Homeless Service Provider Network also provides an opportunity for sharing information about services to the homeless. More emphasis on tracking service gaps is planned for 2011 as a priority initiative.

Services are also coordinated through contact between agency staff. The Winnebagoland Housing Coalition created a Case Managers task group in 2010 to facilitate communication between case managers from the different agencies involved in providing homeless services. Also, The Salvation Army and American Red Cross staff communicates over those requesting rent assistance to avoid duplication of services. The American Red Cross takes the lead role for homeless prevention services for those at-risk through its Bridges program. Through this program, those at risk are able to get financial assistance once every two years for rent and utility help. An Advisory Committee representing other agencies, faith-based groups and concerned individuals provides recommendations. The committee includes other members of the Homeless Service Providers Network. The Salvation Army will provide rent help where persons may be ineligible for help through the American Red Cross program to avoid duplication of efforts. ADVOCAP and CADASI provide rent/security deposit assistance for clients in their programs. Agencies also work closely with Legal Action of Wisconsin to provide opportunities for clients to work with Legal Action staff to deal with legal issues affecting their homelessness and self-sufficiency.

Homeless service providers also maintain continuing contact with other agencies that may not be active members of the housing coalition to facilitate homeless participants accessing services in a timely manner or to assure appropriate referral of persons by other agencies to the homeless service providers. This includes local law enforcement agencies, county mental health agencies, and Family Services. As an example, participants in the motel voucher program through Salvation Army will receive counseling support through Family Services. Both the Oshkosh Police Department and the mental health program within the Winnebago County Dept. of Human Services have made presentations at the monthly housing coalition meetings to foster dialogue on how to best address needs involving homeless persons.

Father Carr Place2B emergency shelter in Oshkosh has become an active member in the Winnebagoland Housing Coalition. The Father Carr emergency shelter has two facilities with 75 beds (one for men and the other for women and children) along with a food pantry, bakery sharing program and a free community clinic adjacent to the shelter. Shelter administrator Joe Geniesse, served as a past co-chair of the housing coalition. There has since been increased communication, referrals for service, and joint activities involving homeless service providers such as ADVOCAP, CADASI, Salvation Army, and others with the emergency shelter. ADVOCAP provides outreach services at the shelter and enrolls interested participants in its Homeless Assistance Program who are then able to receive intensive case management and supportive services. The shelter has minimal case management for those residing there. Other than the paid administrator, the emergency shelter is staffed by volunteers, which, can, at times, limit the capability of the shelter to provide shelter and supportive services to the residents, who are able to remain as long as they desire so long as shelter rules are followed.

Christine Ann Domestic Abuse Services, Inc. provides outreach services to those who are victims of domestic violence in the county and operates the Christine Ann shelter in Oshkosh. The agency also provides case management and supportive services to those in transitional housing through Sienna Corp. ADVOCAP provides two transitional housing units in Oshkosh through agency-owned properties. Homeless outreach is also provided through the Salvation

Army, which has its center near the downtown area. Persons are referred to local shelters or served through Corps programs if shelter is unavailable.

The structure of the coalition also promotes other opportunities for communication on issues affecting those who are homeless or at risk of homelessness and create public awareness. In 2010, the Winnebagoland Housing Coalition launched a web site to talk about coalition activities, programs, upcoming meetings and other pertinent information.

Written goals of the Winnebagoland Housing Coalition for 2011-2012 include:

- Promote public and private funds to expand affordable housing opportunities and supportive services
- Educate agencies on legislative issues that impact affordable housing
- Educate public officials about housing issues
- Identify issues regarding emergency housing and homelessness in the community
- Adopt in-service agendas and endorse solutions to emergency housing issues and homelessness

As a prevention strategy, an area of emphasis is providing more employment-related services to help persons move from shelter into permanent housing. ADVOCAP has staff within its Employment & Training Department that helps homeless clients in ADVOCAP's Homeless Assistance Programs and will provide more intensive services through requested funding in this proposal. Clients are also actively involved in using services of the local job centers to assist them with obtaining employment.

Present discharge planning policies include those released from institutions who have mental health and/or substance abuse crisis issues going to Summit House, a facility owned by the local housing authority and staffed by the county. Policies are reviewed annually by the CoC to identify ways to better serve homeless persons.

The following priorities as to homeless needs were adopted by the Homeless Service Providers Network of the Winnebagoland Housing Coalition:

1. Case Management with wraparound services to access mainstream resources including outreach, life skills training and budget counseling/financial literacy.
2. Temporary shelter to address homelessness
 - a. Emergency shelter
 - b. Transitional housing
 - c. Motel vouchers for those unable to access shelter
 - d. Warming shelter
3. Financial assistance to obtain/maintain housing
 - a. Homeless prevention to avoid eviction
 - b. Rent/security deposit help to move into housing
 - c. Legal services to avoid becoming homeless
 - d. Rent assistance while in permanent housing because of inadequate income
4. Income stability
 - a. Employment and training services, including job readiness and job coaching

- b. Obtain economic supports, public benefits (SSI, Food Share, SSDI) and supplemental income (child support)
 - c. Legal services to assist with applications
5. Essential Services including financial help to address unmet needs
- a. Transportation
 - b. Medical/health related
 - c. Dental care
 - d. Substance abuse
 - e. Mental health
 - f. Education
 - g. Child care
 - h. Personal needs (food, clothing, household goods)
6. Accessing/maintaining permanent affordable and decent housing
- a. Subsidized housing (Section 8, tax credits)
 - b. Fair housing
 - c. Permanent supportive housing for chronic homeless
 - d. Moving expenses

An additional priority of the coalition in 2011-12 was to establish a warming shelter in Oshkosh that would serve a small but definite population of persons with no other sheltering options in the community. The coalition supported the establishment of a new nonprofit called Day by Day Warming Shelter, which is responsible for the development and operation of a shelter. The Day by Day Warming Shelter added an important level to the continuum of care in this area by providing a safe setting to a vulnerable homeless population. The coalition found a location in the Most Blessed Sacrament Parish and began operating for the 2011-2012 winter season.

Both the WinnebagoLand Housing Coalition and the Homeless Service Providers Network discuss homeless prevention activities and strategies. Data regarding those using homeless services (except Father Carr's shelters) is entered into the State Homeless Management Information System (HMIS) known as Wisconsin ServicePoint.

Also see the Continuum of Care (CoC) Housing Inventory Chart and Homeless Service Activities (Appendix D). The needs inventory was derived from a 2009 point in time survey conducted by Homeless Service Providers Network of the WinnebagoLand Housing Coalition.

Emergency Solutions Grants (ESG), State Transitional Housing & State Homeless Prevention Program Grants

The City of Oshkosh does not receive or utilize any grants for homelessness prevention, shelters, supportive services or transitional housing. However, in 2012, area agencies receive funding in the amount of from the State of Wisconsin HUD ESG, State Transitional Housing and State Homeless Prevention Program Funds (July 1, 2012-June 30, 2013) for the Oshkosh area for homeless prevention, transitional housing and emergency shelter operational support and supportive services to help homeless persons move into permanent housing. Of this grant:

COMMUNITY DEVELOPMENT

Please also refer to the Community Development Table in the Appendix.

Community Development

1) Assessment of Relationship of CDBG Funds to Goals and Objectives

- a) Assess use of CDBG funds in relation to the priorities, needs, goals, and specific objectives in the Consolidated Plan, particularly the highest priority activities.
- b) Evaluate progress made toward meeting goals for providing affordable housing using CDBG funds, including the number and types of households served.
- c) Indicate the extent to which CDBG funds were used for activities that benefited extremely low-income, low-income, and moderate-income persons.

During the program year, a total of \$1,140,485 in CDBG funds were expended on activities identified in the 2012 Action Plan. During the 2012 Program Year, a total of \$748,068 was expended on activities qualifying as benefiting LMI persons/households. HUD requires a minimum of 70 percent of CDBG expenditures benefit low and moderate income (LMI) persons or households. The 2012 Program Year is the third of the three-year reporting cycle that covers the 2010, 2011 and 2012 program years. The expenditures for 2012 on their own are over 71-percent beneficial to LMI persons. Additional details are found throughout this document as well as in the appendix.

While the owner rehabilitation program did not create/provide affordable housing, it did maintain housing choice for LMI households. Five (5) of the six (6) participants of the First Time Homebuyer Program also received rehabilitation funds and this also helps to meet the goal for providing affordable housing. The number and types of households served are shown in the following table:

PY 2012 PERSONS SERVED BY HOUSING REHABILITATION PROGRAMS		
Number of Units by Type of Households	Number of Units	Purchase Assistance
Renter		
Extremely Low Income	2	
Low Income	1	
Moderate Income	0	
Total	3	
Owner		
Extremely Low Income	2	0
Low Income	5	1
Moderate Income	9	0
Total	16	1

CDBG funds benefited LMI persons not only through affordable housing projects but through its public service programming, as well. LMI participants were benefited through the following programs:

PY 2012 LMI PERSONS SERVED BY PUBLIC SERVICES			
Public Service Agency	Program	Allocation	LMI Individuals Benefiting
ADVOCAP	Winnebago County Nutrition Program	\$15,000	3,017
American Red Cross	Bridges Emergency Assistance	\$10,000	1,974
Christine Ann Domestic Abuse Services	Shelter & counseling services	\$15,000	857
Day by Day Warming Shelter		\$10,000	127
Oshkosh Area Community Pantry	Food & nutritional need services	\$15,000	78,562
UW-Oshkosh Living Healthy Community Clinic	Living Healthy Community Clinic	\$15,000	1,059
Fair Housing Center of Northeast WI	Housing discrimination services	\$10,000	NA
Oshkosh Seniors Center	Senior nail care/fitness	\$10,000	2,502
Total		\$100,000	88,098

2) Changes in Program Objectives

- a) Identify the nature of and the reasons for any changes in program objectives and how the jurisdiction would change its program as a result of its experiences.**

No changes in program objectives occurred during the program year.

3) Assessment of Efforts in Carrying Out Planned Actions

- a) Indicate how grantee pursued all resources indicated in the Consolidated Plan.**

Funding resources identified in the 2010-2014 Consolidated Plan were primarily CDBG funds and these funds were used to implement the activities identified in the Plan. The City does not currently receive ESG, HOPWA, HOME or other funds.

- b) Indicate how grantee provided certifications of consistency in a fair and impartial manner.**

There were no requests for certifications of consistency for the 2012 Program Year.

- c) Indicate how grantee did not hinder Consolidated Plan implementation by action or willful inaction.**

The City did not hinder implementation of the 2010-2014 Consolidated Plan by action or willful inaction.

Instead, the City completed the following:

- Adoption of the 2012 Annual Plan that was part of a public hearing/meeting process;
- Monitoring the progress of 2012 subrecipients in accordance with their individual grant proposals; and
- Monitoring the implementation of 2012 projects where City staff is the responsible party (i.e. Housing Rehabilitation, Central City Redevelopment, etc.).

4) For Funds Not Used for National Objectives

a) Indicate how use of CDBG funds did not meet national objectives.

The only funds not used for National Objectives were for administrative costs, which are permitted expenditures of CDBG funds.

b) Indicate how use of CDBG funds did not comply with overall benefit certification.

All CDBG funds used, with the exception of funds used for administrative costs, complied with overall benefit certification.

5) Anti-displacement and Relocation – for activities that involve acquisition, rehabilitation or demolition of occupied real property

- a) Describe steps actually taken to minimize the amount of displacement resulting from the CDBG-assisted activities.
- b) Describe steps taken to identify households, businesses, farms or nonprofit organizations that occupied properties subject to the Uniform Relocation Act or Section 104(d) of the Housing and Community Development Act of 1974, as amended, and whether or not they were displaced, and the nature of their needs and preferences.
- c) Describe steps taken to ensure the timely issuance of information notices to displaced households, businesses, farms, or nonprofit organizations.

The City considers property occupancy in the design and implementation of programs and projects to minimize, if not prevent, displacement. During the program year, no households, businesses, farms or non-profits were displaced or relocated.

6) Low/Mod Job Activities – for economic development activities undertaken where jobs were made available but not taken by low- or moderate-income persons

- a) Describe actions taken by grantee and businesses to ensure first consideration was or will be given to low/mod persons.
- b) List by job title of all the permanent jobs created/retained and those that were made available to low/mod persons.
- c) If any of jobs claimed as being available to low/mod persons require special skill, work experience, or education, provide a description of steps being taken or that will be taken to provide such skills, experience, or education.

During the program year, the City did not undertake any economic development activities where jobs were made available.

- 7) **Low/Mod Limited Clientele Activities – for activities not falling within one of the categories of presumed limited clientele low and moderate income benefit.**
- a) **Describe how the nature, location, or other information demonstrates the activities benefit a limited clientele at least 51% of who are low- and moderate-income.**

The Public Service Funding Consortium funded seven (7) programs with City CDBG funds that benefited LMI persons/households. Following is a summary of each program highlighting the number of LMI persons served and accomplishments achieved with the program:

ADVOCAP – “Winnebago County Nutrition Program” provided 52,566 meals for 3,017 low and moderate income individuals at congregate meals sites or through the delivery of the meals to the person’s residence when the individual is homebound in 2012.

American Red Cross – “Bridges Emergency Assistance Program” provided assistance to low and moderate income persons who had temporary emergency needs”, which provides assistance to low and moderate income persons who had temporary emergency needs related to rental and utility payments, bus passes, gas vouchers, car repairs, work boots, insurance application fees and vouchers. In 2012, 1,175 low and moderate income individuals were assisted by this program.

Christine Ann Domestic Abuse Services Inc. (CADASI) operates a 35-bed shelter for female victims of domestic violence and their children and counseling services, case management and supportive services for women, men and children. In 2012, CADASI provided counseling for 1,103 persons (733 women, 19 men, 351 children [558 or 51% from Oshkosh]) and shelter for 251 individuals (120 adults, 131 children [242 or 96% from Oshkosh]).

Day by Day Warming Shelter operates a 20-bed seasonal emergency shelter that serves a small but definite population of persons (men and women) with no other sheltering options in the community. In 2012, Day by Day provided shelter for 127 individuals and served more than 7,332 meals.

Oshkosh Area Community Pantry – “Food & Nutritional Need Program” distributed 1,351,383 pounds of food in 2012 to 78,562 low and moderate income individuals.

University of Wisconsin-Oshkosh – “Healthy Living Community Clinic” provided cost-effective medical care and prescriptions to 1,059 individuals. This includes non-emergency treatment of illnesses or injuries management of chronic conditions and lab tests.

Oshkosh Seniors Center – “Health and Fitness Programs” benefited over 2,502 individuals by providing planning, evaluation and conducting fitness programs in the Fox Fitness Center as well as providing physical assistance with grooming and personal care duties such as nail trimming for those who do not have the capability to perform those functions themselves.

Activities not falling into the categories of the presumed limited clientele low and moderate income benefit, such as Central City redevelopment activities associated with slum and blight removal, are determined to be of greater than 50 percent benefit to LMI individuals based on census tract and block group information. This establishes a low and moderate income area where more than half of the residents are LMI. It is then assumed that the benefits of the activities are a benefit to all of the residents of said area. Housing rehabilitation and public

service activities that do not have presumed limited clientele are documented for benefit as to income levels, family sizes, race/ethnicity and nature of activity within application submittal requirements and quarterly/annual reporting.

8) Program income received

- a) Detail the amount of program income reported that was returned to each individual revolving fund, e.g., housing rehabilitation, economic development, or other type of revolving fund.**

The City did not participate in any revolving loan program. Program income received is spent on the next eligible expenditure.

- b) Detail the amount repaid on each float-funded activity.**

The City did not participate in any float-funded activities.

- c) Detail all other loan repayments broken down by the categories of housing rehabilitation, economic development, or other.**

During the Program Year, approximately \$156,180 was received in program income from loan repayments from nine (9) properties and fees.

PY 2012 PROGRAM INCOME	
Address	Amount
Housing Rehabilitation	
1602 Mount Vernon St	\$19,053
1737 D Maricopa Dr	\$4,000
1744 Oregon St	\$32,735
629 Waugoo Ave	\$37,580
1352 Waugoo Ave	\$7,434
617 Grove St	\$19,807
833 Wright St	\$9,658
316 Guenther Ave	\$3,768
554 Evans St	\$2,200
605 School Ave	\$8,000
15 E Nevada St	\$2,647
1903 Simpson St	\$800
1840 Sheridan St	\$815
Fees	\$2,600
Subtotal	\$151,097
Central City	
716 Oregon St	\$5,083
Total	\$156,180

No other program income was received.

- d) Detail the amount of income received from the sale of property by parcel.**

In 2012, no parcels were sold.

- 9) **Prior period adjustments – where reimbursement was made this reporting period for expenditures (made in previous reporting periods) that have been disallowed, provide the following information:**

No reimbursements were made for disallowed expenditures from prior program years.

10) **Loans and other receivables**

- a) **List the principal balance for each float-funded activity outstanding as of the end of the reporting period and the date(s) by which the funds are expected to be received.**

The City did not participate in any float-funded activities.

- b) **List the total number of other loans outstanding and the principal balance owed as of the end of the reporting period.**

At the end of the program year, the total number of loans outstanding and the principal balance is as follows:

PY 2012 OWNER OCCUPIED REHAB PROGRAM OUTSTANDING LOAN BALANCES		
Single-unit deferred housing rehabilitation loans		
Loans Outstanding		225
Principal Balance		\$3,640,698
Multiple-unit deferred housing rehabilitation loans		
Outstanding Loans with future payment		5
Outstanding Loans with no future payment (if all conditions are met)		4
Total Outstanding Loans		\$272,858
Principal Balance of all Outstanding Loans		\$3,913,556

- c) **List separately the total number of outstanding loans that are deferred or forgivable, the principal balance owed as of the end of the reporting period, and the terms of the deferral or forgiveness.**

For single-unit housing loans, all are deferred loans with no balance due (or owed) as of the end of the program year.

For the multiple-unit housing loans, all are deferred loans with no balance due (or owed) as of the end of this program year.

There are, however, outstanding loans with payments due in future program years as the following table demonstrates:

RENTAL REHAB PROGRAM OUTSTANDING LOANS WITH FUTURE PAYMENTS		
Address	Final Payment	Due Date
501 N. Main St.	\$90,000	January 9, 2014
501 N. Main St.	\$90,000	January 9, 2019
913 Oregon St.	\$60,000	When sold

123 Mill St	\$12,858	August 24, 2017
332 Hudson St	\$20,000	September 4, 2027
TOTAL	\$272,858	
RENTAL REHAB PROGRAM OUTSTANDING LOANS THAT HAVE NO FUTURE REPAYMENT		
448 N. Main St.	(\$99,992)	
415-417-419 N. Main St	(\$22,524)	
421 N. Main St.	(\$59,996)	
646 Grand St.	(\$34,997)	
TOTAL	(\$217,509)	

- d) Detail the total number and amount of loans made with CDBG funds that have gone into default and for which the balance was forgiven or written off during the reporting period.

There were no loans made with CDBG funds that went into default or were forgiven or written off during the reporting period.

- e) Provide a list of the parcels of property owned by the grantee or its subrecipients that have been acquired or improved using CDBG funds and that are available for sale as of the end of the reporting period.

PROPERTIES OWNED BY CITY THAT HAVE BEEN ACQUIRED OR IMPROVED USING CDBG FUNDS AND AVAILABLE FOR SALE		
ADDRESS	PREVIOUS USE	PROPOSED USE
15 W 7 th Ave	Single-family residential	Land bank for non-residential
14 W 8 th Ave	Single-family residential	Land bank for non-residential
30 W 8 th Ave	Commercial	Land bank for non-residential
126 W 9 th Ave	Single-family residential	Single-family residential
510 Campus Pl	Single-family residential	Single-family residential
211 Dawes St	Single-family residential	Single-family residential
661 Jefferson St	Commercial/industrial	Land bank for multi-family
665 Jefferson St	Two-family residential	Land bank for multi-family
669 Jefferson St	Single-family residential	Land bank for multi-family
673 Jefferson St	Single-family residential	Land bank for multi-family
679 Jefferson St	Two-family residential	Land bank for multi-family
683 Jefferson St	Two-family residential	Land bank for multi-family
421 E Lincoln Ave	Vacant lot	Single-family residential
512 Grand St	Single-family residential	Single-family residential
125 W 6 th Ave	Two-family residential	Land bank for non-residential
127 W 6 th Ave	Two-family residential	Land bank for non-residential
131 W 6 th Ave	Single-family residential	Land bank for non-residential
139 W 6 th Ave	Single-family residential	Land bank for non-residential
123 W 8 th Ave	Single-family residential	Land bank for non-residential
1909 Jefferson St	Single-family residential	Open space
1614 Spruce St	Single-family residential	Single-family residential
107 W 8 th Ave	Single-family residential	Land bank for non-residential
654 Frederick St	Single-family residential	Single-family residential

118 W Parkway Ave	Single-family residential	Open space
136 W 9 th Ave	Single-family residential	Land bank for non-residential
675 Jefferson St	Single-family residential	Land bank for multi-family
235 Ida Ave	Single-family residential	Open space

Of the lots purchased with CDBG funds, several are part of assembly of a larger parcel for future redevelopment

11) Lump sum agreements

The City did not enter into any lump sum agreements.

12) Housing Rehabilitation – for each type of rehabilitation program for which projects/units were reported as completed during the program year

- a) Identify the type of program and number of projects/units completed for each program.
- b) Provide the total CDBG funds involved in the program.
- c) Detail other public and private funds involved in the project.

In the 2012 Program Year, seventeen (16) projects/units within the owner-occupied rehabilitation program were completed using CDBG funds. A total of \$297,752 in CDBG funds were expended (\$40,193 for lead abatement, \$247,559 for physical rehabilitation, \$10,000 for homebuyer’s assistance). No other public or private funds were involved in these sixteen (16) projects.

The 2012 renter-occupied rehabilitation program completed two (2) rehabilitations.

13) Neighborhood Revitalization Strategies – for grantees that have HUD-approved neighborhood revitalization strategies

The City of Oshkosh does not have any designated Neighborhood Revitalization Strategy Areas (NRSA).

Antipoverty Strategy

1) Describe actions taken during the last year to reduce the number of persons living below the poverty level.

As identified in the 2012 Action Plan, the City does not use its CDBG funds to provide direct services to reduce the number of families with income below the poverty line. In considering the factors affecting poverty that may be impacted by the existing housing programs of the City, it appears that coordination of production and preservation of affordable housing as well as the Public Service programs and services targeted to special needs populations benefit and help to reduce the numbers of families below the poverty level. While these activities may not increase the income of these persons, the activities aid in reducing their cost burden.

The City will be reducing the housing cost burden on these households to some extent in completing rehabilitation projects on properties owned by households below the poverty level limits. The reduction in housing cost burden will result from actions that reduce energy costs and reduce the cost of repairs needed to keep the home in habitable condition. The City

recognizes that while this in itself will not increase the level of income of these households, it will make more domestic funds available to cover other expenses.

Additionally, the City requires owner-occupants applying for CDBG housing rehabilitation programs who have a large volume of debt to participate in free budget counseling as a condition of housing rehabilitation loan approval. This policy is based on the position that the rehabilitation loan is a partnership effort with the City and bringing the house into livable condition while attempting to ensure that the owner is in a financial position to keep up the home may reduce the possibility of the house falling into future disrepair.

NON-HOMELESS SPECIAL NEEDS

Please also refer to the Non-Homeless Special Needs Table in the Appendix.

Non-Homeless Special Needs

- 1) Identify actions taken to address special needs of persons that are not homeless but require supportive housing, (including persons with HIV/AIDS and their families).**

The “Non-Homeless Special Needs” table summarizes beneficiaries of various actions taken over the year. Those in the “Housing Need” category were beneficiaries of those receiving housing rehabilitation funds and those in the “Supportive Services” were beneficiaries through the Public Service Consortium.

Through the Public Services Funding Consortium, 88,098 low and moderate income individuals’ special needs were addressed.

Specific HOPWA Objectives

The City of Oshkosh is not an Entitlement community for HOPWA.

OTHER NARRATIVE