



Executive Summary

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

1. Introduction

The Fiscal Year 2016 Annual Action Plan represents the second year of the City's Consolidated Plan (Con Plan) for Fiscal Years 2015-2019 as approved by the Oshkosh Common Council and approved by the US Department of Housing and Urban Development (HUD). The Action Plan is the City of Oshkosh's application for HUD entitlement grant funds and identifies the proposed programs and projects to be funded during the City's Fiscal Year (FY) 2016.

During the 2016 Program Year, the City of Oshkosh will pursue the implementation of projects and activities in four major categories: 1) Central City Redevelopment & Community Facilities; 2) Housing & Neighborhood Development; 3) Public Services; and 4) Program Administration & Planning. Of the \$752,818 in estimated CDBG funds plus 2015 Program Income, a minimum of 70% of funds must be spent on activities that will benefit LMI persons.

Activities funded with CDBG funds in this Action Plan will meet the national objectives of benefiting LMI persons and/or preventing or eliminating slum or blighting conditions.

It is important to note that the Con Plan sets goals and strategies to be achieved over the FY 2015 -2019 period and identifies a list of funding priorities. The six Con Plan Goals represent high priority needs for the City and serve as the basis for FY 2016 programs and activities identified in the Action Plan. The Con Plan goals are listed below in no particular order:

- Provide safe, decent, affordable housing
- Create strong and healthy neighborhoods
- Create suitable living environment through Public Services
- Provide overall administration of the CDBG program, conduct fair housing activities, as well as Comprehensive Planning activities.
- Create suitable living environment through public facilities or infrastructure improvements
- Create economic opportunities

2. Summarize the objectives and outcomes identified in the Plan

This could be a restatement of items or a table listed elsewhere in the plan or a reference to another location. It may also contain any essential items from the housing and homeless needs assessment, the housing market analysis or the strategic plan.

For details regarding the objectives and outcomes targeted in the Con Plan and this Annual Plan in relation to each of the six goals listed above, please refer to Sections AP-15 (Annual Goals and Objectives) and AP-35 (Projects).

3. Evaluation of past performance

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

The City continues to monitor and evaluate the performance of the City's CDBG programs and activities while ensuring regulatory compliance. The City's Annual Action Plan and Consolidated Annual Performance and Evaluation Reports (CAPERS) have provided details about the innovations, projects and programs completed by the City over the past (documents may be viewed or downloaded from the City's website).

The City recognizes that the evaluation of past performance is critical to ensuring the City and its subrecipients are implementing activities effectively and that those activities align with the City's overall strategies and goals. The performance of programs and systems are evaluated on a regular basis. The City continues to improve the CDBG subrecipient application process in order to ease the administrative burden on applicants and volunteer community-member boards and reviewers.

4. Summary of Citizen Participation Process and consultation process

Summary from citizen participation section of plan.

In accordance with the *Citizen Participation Plan* outlined in the Con Plan, the draft Action Plan was available online and hard copies were available at the Community Development Office at the Oshkosh City Hall.

The FY 2016 Action Plan was presented and discussed at the following meetings:

2016

Annual Action Plan

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- A public meeting held March 30, 2016. See comments received in Exhibit A.
- Plan Commission public meeting held April 5, 2016. See comments received in Exhibit A
- Common Council public meeting held April 12, 2016. No public comments received.

Any comments received at these public meetings will be included in the Plan before submitting to HUD.

Over the past several months, City staff also consulted with representatives from area agencies participating in the Winnebago Land Housing Coalition and the Oshkosh/Winnebago County Housing Authority. These agencies provide a wide spectrum of services in the community and represent needs of many different segments of the population to ensure future CDBG programming meets the needs of the community.

5. Summary of public comments

This could be a brief narrative summary or reference an attached document from the Citizen Participation section of the Con Plan.

Citizen comments from the various public meetings are attached in Exhibit A.

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

All public comments/views were accepted.

7. Summary

The City of Oshkosh's FY 2016 Annual Action Plan has been prepared as a guide for the expenditure of CDBG funds based upon input from citizens and local agencies regarding the needs of the community and use of funds; an assessment of needs in the community related to housing and community development and an analysis of the area's market create a picture of the environment in which the program will be administered.

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

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

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

Agency Role	Name	Department/Agency
Lead Agency	OSHKOSH	
CDBG Administrator	OSHKOSH	Community Development Department
HOME Administrator		

Table 1 – Responsible Agencies

Narrative (optional)

The City of Oshkosh has designated its Community Development Department as the lead agency responsible for administration of the Community Development Block Grant (CDBG) program and associated reports. The Department is also the major public agency responsible for administering programs addressed in the Consolidated Plan and this FY 2016 Annual Action Plan, except for Homeless Programs. The Continuum of Care (CoC) for Homeless Programming is the WinnebagoLand Housing Coalition with ADVOCAP as the local non-profit agency taking the leadership role in administration.

The City works with numerous community-based organizations, partners, businesses, other funders, as well as City of Oshkosh departments, to plan, develop, implement and evaluate activities outlined in this plan.

Consolidated Plan Public Contact Information

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

1. Introduction

Consultation on development of this Plan was achieved through interviews and public hearings. Efforts were made to consult agencies that provide a wide range of services so that a clear picture of community needs would be available during development of the Plan.

Provide a concise summary of the jurisdiction’s activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215(I))

When developing the Consolidated Plan, the City launched a collaborative effort to consult with elected officials, City departments, community stakeholders and beneficiaries of entitlement programs to inform and develop the priorities and strategies contained within the five year plan.

City staff also consulted with the Oshkosh/Winnebago County Housing Authority and the Winnebagoland Housing Coalition.

The Oshkosh/Winnebago County Housing Authority’s mission is to promote adequate and affordable housing, economic opportunity and a suitable living environment free from discrimination. The Authority’s staff are key participants in the preparation of the Consolidated Plan as well as Annual Action Plans and Consolidated Annual Performance and Evaluation Reports (CAPERs).

The Winnebagoland Housing Coalition has representatives from various housing and social service organizations including public and assisted housing providers and private and governmental health, mental health and service agencies. A representative from the City of Oshkosh Community Development Department meets monthly with the Coalition to obtain input from those focusing on housing and services related to individuals with disabilities, victims of domestic abuse, veterans, homeless, elderly persons, etc.

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

The Winnebagoland Housing Coalition is the name of the Continuum of Care (CoC) serving the Oshkosh area. A representative from the City of Oshkosh Community Development Department meets monthly with the Coalition to obtain input from those focusing on housing and services related to individuals with disabilities, victims of domestic abuse, homeless, elderly persons, etc. The process used by the COC

to identify and prioritize homeless needs includes an annual review of previous year's services provided, bi-annual point-in-time survey of homelessness and a review of homeless client input and case notes by homeless service providers.

Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards for and evaluate outcomes of projects and activities assisted by ESG funds, and develop funding, policies and procedures for the operation and administration of HMIS

The City of Oshkosh does not receive or utilize emergency shelter grants within its jurisdiction. However, ADVOCAP, as the lead agency administering ESG funds, participates and consults with members of the WinnebagoLand Housing Coalition, of which the City of Oshkosh is an active member. Annually, ADVOCAP consults with the WinnebagoLand Housing Coalition to determine how ESG funds can be utilized to meet the needs of individuals in the Oshkosh area.

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

Table 2 – Agencies, groups, organizations who participated

1	<p>Agency/Group/Organization</p>	<p>Oshkosh/Winnebago County Housing Authority</p>
	<p>Agency/Group/Organization Type</p>	<p>PHA</p>
	<p>What section of the Plan was addressed by Consultation?</p>	<p>Public Housing Needs</p>
	<p>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</p>	<p>Discussed public housing needs in the community and how the City and Housing Authority could work together collaboratively</p>
2	<p>Agency/Group/Organization</p>	<p>Winnebagoland Housing Coalition</p>
	<p>Agency/Group/Organization Type</p>	<p>Continuum of Care</p>
	<p>What section of the Plan was addressed by Consultation?</p>	<p>Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Public services</p>
	<p>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</p>	<p>City staff attends monthly Coalition meetings to keep informed of services available</p>
3	<p>Agency/Group/Organization</p>	<p>City of Oshkosh Economic Development</p>
	<p>Agency/Group/Organization Type</p>	<p>Other government - Local Grantee Department</p>
	<p>What section of the Plan was addressed by Consultation?</p>	<p>Economic Development</p>
	<p>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</p>	<p>Economic development strategies and initiatives that are currently in place or may be undertaken.</p>

4	Agency/Group/Organization	Greater Oshkosh Economic Development Corp.
	Agency/Group/Organization Type	non-profit economic development corp
	What section of the Plan was addressed by Consultation?	Economic Development
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	This non-profit corporation works with the community to provide leadership, direction, coordination & services to advance economic development in the greater Oshkosh area
	Agency/Group/Organization	Winnebago County Health Department
5	Agency/Group/Organization Type	Other government - County
	What section of the Plan was addressed by Consultation?	Lead-based Paint Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Consultation about actions taken / to be taken to evaluate children affected by lead based paint
	Agency/Group/Organization	ADVOCAP, INC.
6	Agency/Group/Organization Type	Services-Elderly Persons Services-homeless Services-Education Services-Employment Services - Victims

<p>Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Non-Homeless Special Needs HOPWA Strategy Anti-poverty Strategy Continuum of Care</p>	<p>What section of the Plan was addressed by Consultation?</p>
<p>Collaborate on various programs/activities to best serve the community</p>	<p>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</p>
<p>City of Oshkosh Public Works Department Other government - Local Grantee Department Housing Need Assessment Economic Development public facilities/infrastructure consultation regarding various infrastructure improvements planned during the program year Neighborhood Associations neighborhood organization Neighborhood Organization</p>	<p>Agency/Group/Organization Agency/Group/Organization Type</p>
<p>7</p>	<p>What section of the Plan was addressed by Consultation?</p>
<p>8</p>	<p>Agency/Group/Organization Agency/Group/Organization Type</p>

	What section of the Plan was addressed by Consultation?	Housing Need Assessment neighborhood initiatives
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	neighborhood programs/activities to create strong and healthy neighborhoods
9	Agency/Group/Organization	Day by Day Warming Shelter
	Agency/Group/Organization Type	Services-homeless Services-Health Services-Employment non-profit
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	provide shelter and advocacy
10	Agency/Group/Organization	Greater Oshkosh Housing Neighborhood Initiatives
	Agency/Group/Organization Type	non-profit
	What section of the Plan was addressed by Consultation?	Housing Need Assessment neighborhood initiatives

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	expand on GO-HNIs role in developing, expanding and organizing neighborhood planning projects/programs/activities
11	Agency/Group/Organization	HABITAT FOR HUMANITY OF OSHKOSH INC.
	Agency/Group/Organization Type	non-profit
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Strategy Non-Homeless Special Needs
12	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Habitat's continued role in construction of new affordable housing for LMI households; first time homebuyer classes, etc. Continue partnership projects with City and local Housing Authority
	Agency/Group/Organization	Metropolitan Milwaukee Fair Housing Council
	Agency/Group/Organization Type	Service-Fair Housing
13	What section of the Plan was addressed by Consultation?	fair housing
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	continue to contract with satellite office in Appleton (Northeast Wisconsin Fair Housing Council)to provide training opportunities for landlords and tenants, PHA staff; as well as investigate potential fair housing complaints.
	Agency/Group/Organization	Oshkosh Public Service Consortium
	Agency/Group/Organization Type	Business and Civic Leaders
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homeless Needs - Families with children Non-Homeless Special Needs public services

collaboration effort between City, local Community Foundation and United Way, to allocate funds to public service agencies	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?
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Identify any Agency Types not consulted and provide rationale for not consulting

Not applicable

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

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	Winnebagoand Housing Coalition	Alleviate the impact of homelessness in the community through cooperation and collaboration of social service providers
2005-2025 City of Oshkosh Comprehensive Plan	City of Oshkosh	City's general plan is comprised of ten elements that provide a comprehensive slate of city-wide policies and further the city's smart growth strategy for growth and development
2005-2025 City of Oshkosh Comp Plan - Housing	City of Oshkosh	Housing Element serves as a policy guide to help the city meet its existing and future housing needs. The Plan has the goal of creating and preserving affordable housing stock within the City.
City of Oshkosh Analysis of Impediments	City of Oshkosh	The Analysis of Impediments to Fair Housing Choice presents a demographic profile of the city, assesses the extent of housing needs among specific income groups and evaluates the availability of a range of housing choices for residents.

Table 3 – Other local / regional / federal planning efforts

Narrative (optional)

Not applicable

AP-12 Participation – 91.105, 91.200(c)

1. Summary of citizen participation process/Efforts made to broaden citizen participation Summarize citizen participation process and how it impacted goal-setting

City staff continues to work with the Oshkosh Public Service Consortium and community groups, organizations and agencies to increase citizen participation and improve the FY 2016 CDBG application and evaluation process. The City also seeks input from the Plan Commission to ensure projects and activities to be carried out are in compliance with the City's adopted Comprehensive Plan. The Plan Commission serves in an advisory capacity to the Common Council on issues related to the Consolidated Plan, Annual Action Plan, end of the year CAPER reporting, Analysis of Impediments to Fair Housing (now known as Affirmatively Further Fair Housing), as well as the CDBG allocation.

All meetings are open to the public and agendas are distributed via email, internet posting and hardcopy posting. Meeting notes summarizing the discussion items and actions taken are posted online and made available at subsequent meetings to keep interested parties informed.

City staff, along with partner agencies such as Oshkosh/Winnebago County Housing Authority, Winnebago Housing Coalition, receive feedback from the public and other community stakeholders regarding the implementation of HUD funded programs through presentations and attendance at monthly meetings.

Citizen Participation Outreach

Table 4 – Citizen Participation Outreach

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
1	Public Meeting	Non-targeted/road community	5 citizens present. no written comments received	see March 30, 2016 Public Hearing Minutes in Exhibit A	all comments were accepted	
2	Plan Commission public meeting	Non-targeted/road community	8 Board members present; no public present. no written comments received	See April 5, 2016 Plan Commission Minutes in Exhibit A	all comments were accepted	
3	Common Council public hearing	Non-targeted/road community	6 Council members present; 15-20 citizens present.	no comments were received	n/a	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (if applicable)
4	Oshkosh Public Service Consortium	Non-targeted/broad community	application availability emailed to approximately 20 public service organizations; notice posted on City's webpage; Consortium members also posted on their webpages; Housing Coalition meeting	10 applications were received from public service agencies. Applications are being reviewed for potential funding.	n/a	http://www.ci.oshkosh.wi.us/Community_Development/Planning_Services/index.asp

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (if applicable)
5	neighborhood associations email list	Non-targeted/broad community	Notice of the general public hearing on the Action Plan was emailed to the city's approved neighborhood associations. 5 residents attended the public hearing	see March 30, 2016 Public Hearing Minutes in Exhibit A	all comments were accepted	
6	Newspaper Ad	Non-targeted/broad community	A Notice of Public Hearing regarding the City's 2016 CDBG funding allocations was published in the local newspaper on March 21. See Exhibit A	No written comments were received by the City prior to submittal of the Action Plan to HUD	n/a	

Expected Resources

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

Introduction

Please see information provided below

Priority Table

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	752,818	0	0	752,818	2,874,151	The city does not anticipate receiving any program income. However, any program income generated through the housing rehab loan program will be placed in a revolving loan fund and is exclusively used for the housing rehab program.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
HOME	public - federal	Acquisition Homebuyer assistance Homeowner rehab Multifamily rental new construction Multifamily rental rehab New construction for ownership TBRA	0	0	0	0	The City does not receive HOME funds	

Table 5 - Expected Resources – Priority Table

Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied

While the CDBG program does not require leveraging, the program does leverage other resources with CDBG funds. The City budgets funds in its Capital Improvements Program for additional programs for housing related activities (both owner occupied and rental), public facilities improvements, landscaping, curb appeal projects, and acquisition of properties to eliminate slum and blight.

The Oshkosh Area Community Foundation and the Oshkosh United Way partner with the City of Oshkosh in forming the Oshkosh Public Service Consortium. The Consortium seeks applications from public service agencies for programs/activities that meet one of HUD's national objectives

and benefit low- and moderate-income households.

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

The City of Oshkosh may provide vacant/undeveloped lots to private developers, Habitat for Humanity, Advocap or other non-profit/CHDO agencies for construction of new affordable housing units.

Discussion

Not applicable

Annual Goals and Objectives

AP-20 Annual Goals and Objectives - 91.420, 91.220(c)(3)&(e)

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Provide safe, decent, affordable housing	2015	2019	Affordable Housing Non-Homeless Special Needs	Oshkosh Priority Areas	Affordable Housing - rehabilitation	CDBG: \$202,818	Rental units rehabilitated: 1 Household Housing Unit Homeowner Housing Rehabilitated: 18 Household Housing Unit Direct Financial Assistance to Homebuyers: 2 Households Assisted
2	Create strong & healthy neighborhoods	2015	2015	Non-Housing Community Development	Oshkosh Priority Areas	Affordable Housing - rehabilitation Neighborhood Initiatives	CDBG: \$141,000	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 1000 Persons Assisted Homeowner Housing Rehabilitated: 1 Household Housing Unit Buildings Demolished: 1 Buildings

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
3	Public services	2015	2019	Homeless Non-Homeless Special Needs	Oshkosh Priority Areas	Public Services	CDBG: \$110,000	Public service activities other than Low/Moderate Income Housing Benefit: 25000 Persons Assisted Homeless Person Overnight Shelter: 1100 Persons Assisted
4	Administration/Planning	2015	2019	General Program Administration	Oshkosh Priority Areas	Planning and Program Administration	CDBG: \$104,000	Other: 1 Other
5	Central City Redevelopment & Community Facilities	2015	2019	Non-Housing Community Development Slum and blight	Oshkosh Priority Areas	Public Facilities & Improvements	CDBG: \$195,000	Buildings Demolished: 2 Buildings

Table 6 – Goals Summary

Goal Descriptions

1	Goal Name	Provide safe, decent, affordable housing
	Goal Description	Improve housing opportunities by creating and preserving affordable rental and homeowner housing in close proximity to transit, employment and community services.
2	Goal Name	Create strong & healthy neighborhoods
	Goal Description	Strengthen neighborhoods by investing in the City's critical public infrastructure needs and through the elimination of slum and blighted properties.

3	Goal Name	Public services
	Goal Description	Persons assisted under this goal are extremely low, low and low to moderate income citizens of Oshkosh.
4	Goal Name	Administration/Planning
	Goal Description	Administration of the CDBG program
5	Goal Name	Central City Redevelopment & Community Facilities
	Goal Description	Assist with redevelopment of blighted properties within the central city, in designated redevelopment areas or scattered spot blighted properties

Table 7 – Goal Descriptions

Estimate the number of extremely low-income, low-income, and moderate-income families to whom the jurisdiction will provide affordable housing as defined by HOME 91.215(b):

All assistance will be provided to extremely low, low and low to moderate income families/households.

AP-35 Projects – 91.220(d)

Introduction

During the 2016 Program Year, the City of Oshkosh will pursue the implementation of projects and activities in four major categories:

- Central City Redevelopment & Community Facilities
- Housing & Neighborhood Development
- Public Services
- Program Administration & Planning

The use of CDBG funds in 2016 will focus on activities and programs that:

- Improve and maintain housing and create accessibility to homeownership for first time homebuyers
- Improve and maintain rental units for affordable housing
- Revitalize neighborhoods through streetscaping improvements, curb appeal improvements, assist neighborhood associations with
- Provide funding to various public service agencies, to be determined, that provide shelter/services to persons that are homeless, affected by domestic abuse, recovering from addiction, need health care services,
- Provide training for landlords and/or tenants on fair housing regulations
- Provide administration of the overall CDBG program

#	Project Name
1	Central City Redevelopment
2	Housing Rehabilitation
3	Neighborhood Initiatives
4	Public Services
5	Administration
6	Fair Housing Center of NE Wisconsin

Table 8 – Project Information

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

The City will continue to initiate progress towards implementing programs/activities in LMI/LMA neighborhoods. City departments will continue to participate in internal discussions (Police, Inspections, Planning, Assessor, etc) and coordinate with citizens in identified areas (such as neighborhood

associations). By coordinating actions of City staff, the obstacle for staff capacity will be addressed so that actions can be as concentrated as possible. Also by involving the residents of these neighborhoods, the residents will be a resource of information and for implementation of the strategies.

Coordination between the public and private sectors will form a partnership to address priorities of these neighborhoods. The intended outcome of tailoring needs to the neighborhoods will be that the residents will be much more informed and intricately involved in the governance and neighborhood redevelopment activity processes in order to direct and aid in the implementation of neighborhood projects. The City's partnership with a local non-profit, Greater Oshkosh Healthy Neighborhood Initiative (GO-HNI), is intended to be used as a nongovernmental tool to assist in the establishment of neighborhood associations. The goals of this partnership are neighborhood revitalization, community building, lending, homebuyer education, housing rehabilitation, general review of the housing and neighborhood improvement programs and broader neighborhood improvement activities, as determined by the City, GO-HNI and resident lead neighborhood associations.

Projects

AP-38 Projects Summary Project Summary Information

Table 9 – Project Summary

1	<p>Project Name</p> <p>Target Area</p> <p>Goals Supported</p> <p>Needs Addressed</p> <p>Funding</p> <p>Description</p> <p>Target Date</p> <p>Estimate the number and type of families that will benefit from the proposed activities</p> <p>Location Description</p> <p>Planned Activities</p>	<p>Central City Redevelopment</p> <p>Oshkosh Priority Areas</p> <p>Central City Redevelopment & Community Facilities</p> <p>Neighborhood Initiatives Public Facilities & Improvements</p> <p>CDBG: \$195,000</p> <p>Funds will be used to assist with the redevelopment of blighted properties within the central city or in designated redevelopment areas. Activities may include acquisition, relocation, demolition, environmental remediation, public facility improvements, streetscaping and site clearance.</p> <p>4/30/2017</p> <p>Projects/activities will benefit the community as a whole, estimated population 68,000. Some projects will have a direct benefit to an immediate surrounding LMI/LMA neighborhood.</p> <p>City-wide</p> <p>Activities may include elimination of slum and blight through acquisition and demolition of vacant properties, housing improvement projects, streetscaping on streets where the blocks are LMA or the property owners are LMI.</p>
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2	Project Name	Housing Rehabilitation
	Target Area	Oshkosh Priority Areas
	Goals Supported	Provide safe, decent, affordable housing Create strong & healthy neighborhoods
	Needs Addressed	Affordable Housing - rehabilitation Affordable housing - creation of new units
	Funding	CDBG: \$202,818
	Description	Funds will be used to rehab and expand the City's affordable housing stock for LMI households as well as to stabilize and visually improve older and LMI neighborhoods. Also funds will be used to provide home ownership opportunities to first time homebuyers. Funds will also be used to acquire homes in need of repair, make needed repairs and sell the homes to qualified homebuyers.
	Target Date	4/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	18 owner occupied homes rehabilitated 2 first time homebuyers assisted 1 rental unit rehabilitated
	Location Description	City-wide
	Planned Activities	Improve and maintain affordable housing for LMI persons/households; home ownership assistance; rental rehabilitation; acquisition, rehab and resale to income qualified homebuyers
3	Project Name	Neighborhood Initiatives
	Target Area	Oshkosh Priority Areas
	Goals Supported	Provide safe, decent, affordable housing Create strong & healthy neighborhoods
	Needs Addressed	Affordable Housing - rehabilitation Neighborhood Initiatives

	Funding	CDBG: \$141,000
	Description	Funds will be used on a neighborhood basis for a variety of programs that benefit the LMI/LMA neighborhood. Staff will work with neighborhoods to prioritize activities to be undertaken.
	Target Date	4/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	An estimated 1,000 persons will benefit from public facility or infrastructure improvements, acquisition and rehabilitation or demolitions, in approved neighborhoods.
	Location Description	city-wide
	Planned Activities	Activities may include housing rehabilitation, creation of neighborhood associations & watch groups, addressing code enforcement issues, streetscaping improvements, elimination of slum and blight through acquisition and demolition
4	Project Name	Public Services
	Target Area	Oshkosh Priority Areas
	Goals Supported	Public services
	Needs Addressed	Public Services
	Funding	CDBG: \$110,000
	Description	Funds will be combined with Oshkosh Area United and Oshkosh Area Community Foundation (referred to as Public Service Consortium), to provide public service funds to non-profit agencies. The Consortium will allow for a streamlined application & evaluation process and reduce funding overlaps with limited dollars
	Target Date	4/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	Homeless persons in overnight shelters - 1100 LMI persons assisted Other public service activities - estimated 25,000 LMI persons assisted
	Location Description	city-wide

	<p>Planned Activities</p> <p>The Public Service Consortium will allocate funds to public service agencies that have applied for funding through the City's application process. Activities may include health care assistance, emergency shelter, food pantry, peer support, advocacy and education, emergency assistance, dental care.</p>
5	<p>Project Name</p> <p>Administration</p> <p>Target Area</p> <p>Oshkosh Priority Areas</p> <p>Goals Supported</p> <p>Administration/Planning</p> <p>Needs Addressed</p> <p>Planning and Program Administration</p> <p>Funding</p> <p>CDBG: \$90,000</p> <p>Description</p> <p>Funds will be used to pay salaries of personnel involved in CDBG program management and administration, as well as training & coordination related costs.</p> <p>Target Date</p> <p>4/30/2017</p> <p>Estimate the number and type of families that will benefit from the proposed activities</p> <p>The community as a whole will benefit from the entitlement funds and projects/programs carried out by the city</p> <p>Location Description</p> <p>city wide</p> <p>Planned Activities</p> <p>Funds will be used for program administration such as salaries, training, coordination, etc. of staff involved in CDBG program management and administration.</p>
6	<p>Project Name</p> <p>Fair Housing Center of NE Wisconsin</p> <p>Target Area</p> <p>Oshkosh Priority Areas</p> <p>Goals Supported</p> <p>Administration/Planning</p> <p>Needs Addressed</p> <p>Planning and Program Administration</p> <p>Funding</p> <p>CDBG: \$14,000</p>

	<p>Provide fair housing counseling and training activities to protected populations who are prospective renters and/or landlords, as well as provide fair housing services (i.e. intake, referral, technical assistance, etc.) for residents of Oshkosh</p>
<p>Target Date</p>	<p>4/30/2017</p>
<p>Estimate the number and type of families that will benefit from the proposed activities</p>	<p>25 LMI and non-LMI city residents</p>
<p>Location Description</p>	<p>city-wide</p>
<p>Planned Activities</p>	<p>The Fair Housing Center will provide complaint/intake services; referral services with non-fair housing inquiries, and technical assistance, as well as provide two fair housing training sessions for landlords and/or tenants.</p>

AP-50 Geographic Distribution – 91.220(f)

Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed

All programs, projects, and activities to be carried out under the 2016 Annual Action Plan will meet one of the three National objectives of:

- Benefit to low and moderate income (LMI) persons.
- Aid in the prevention or elimination of slums or blight.
- Meet a need having a particular urgency

Funds will be used to assist LMI persons and households on a city-wide basis or in neighborhoods with approved associations, occur in and benefit LMI/LMA census tracts/block groups, or in spot blighted or approved redevelopment areas. See Exhibit B for low to moderate income census block groups and Exhibit C for the City’s approved neighborhood association map. It should be noted the neighborhood associations map (Exhibit C) will change as new associations are recognized by the City.

Geographic Distribution

Target Area	Percentage of Funds
Oshkosh Priority Areas	72

Table 10 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

Assistance will be directed primarily to LMI census tracts and block groups and recognized neighborhood associations (as shown in the maps in Exhibit B and Exhibit C.), as well as properties spot blighted or designated as redevelopment areas by the City, or on a community wide basis to LMI income eligible persons. The majority of the LMI census tracts and block groups are located within the oldest areas of the Central City, which are predominately single and two family residential neighborhoods (though many have experienced inappropriate single family to multiple family conversions), but also include a mix of commercial, industrial and institutional uses.

Residents in these areas have limited financial capacity to address housing and non-housing conditions, as well as neighborhood revitalization efforts. The City's 2016 CDBG Action Plan activities and programs are intended to address these needs.

Discussion

Not applicable

Affordable Housing

AP-55 Affordable Housing – 91.220(g)

Introduction

In 2016, the City of Oshkosh will support affordable housing needs in Oshkosh by:

- Provide funds for the City's homeowner rehabilitation program to assist low- and moderate-income homeowners with needed repairs and maintenance.
- Provide downpayment assistance to low- and moderate-income first time homebuyers who have participated in approved classes.
- Provide rental rehabilitation funds to assist landlords with needed repairs and maintenance.
- Work with Habitat for Humanity and Advocap in acquiring properties for construction/ rehabilitation of affordable homes for low- and moderate-income families.

One Year Goals for the Number of Households to be Supported	
Homeless	0
Non-Homeless	18
Special-Needs	1
Total	19

Table 11 - One Year Goals for Affordable Housing by Support Requirement

One Year Goals for the Number of Households Supported Through	
Rental Assistance	1
The Production of New Units	0
Rehab of Existing Units	18
Acquisition of Existing Units	0
Total	19

Table 12 - One Year Goals for Affordable Housing by Support Type

Discussion

Not applicable

AP-60 Public Housing – 91.220(h)

Introduction

The City of Oshkosh will provide funding to support the Oshkosh/Winnebago County Housing Authority's and the local Habitat for Humanity's first time homebuyers programs with downpayment assistance loans and rehabilitation as needed for repairs/code violations.

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

The City of Oshkosh will work collaboratively with the Oshkosh/Winnebago County Housing Authority on projects to further affordable housing for low- to moderate-income households and/or disabled households.

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

The City of Oshkosh will work collaboratively with the Oshkosh/Winnebago County Housing Authority on projects to further affordable housing for low- to moderate-income households and/or disabled households.

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

The Oshkosh/Winnebago County Housing Authority is not designated as troubled.

Discussion

Not applicable

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

Introduction

Coordination and delivery of homeless services is provided through a Homeless Service Providers Network as part of the 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. Both the Winnebagoland Housing Coalition and the Homeless Service Providers Network discuss homeless prevention activities and strategies. The City will continue to participate in these meetings and assist with funding where possible.

Describe the jurisdictions one-year goals and actions for reducing and ending homelessness including

Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs

Homeless service providers maintain 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.

Also, 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 City will continue to participate on the Winnebagoland Housing Coalition to provide and obtain input from organizations providing the necessary services and assist with funding where possible.

Addressing the emergency shelter and transitional housing needs of homeless persons

Priorities of the Winnebagoland Housing Coalition is to continue supporting the Day by Day Warming shelter in Oshkosh that serves a small but definite population of persons with limited shelter options in the community. The Day by Day Warming Shelter adds an important level to the continuum of care in

this area by providing a safe setting to a vulnerable homeless population. The City will continue to support this public service activity in 2016.

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

Written goals of the WinnebagoLand Housing Coalition 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.

The City will continue to participate on the WinnebagoLand Housing Coalition to provide and obtain input from organizations providing the necessary services and assist with funding where possible.

Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); or, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs.

The City will continue to participate on the WinnebagoLand Housing Coalition to provide and obtain input from organizations providing the necessary services and assist with funding where possible.

While City staff will not lead the effort to create a discharge policy, staff will participate in any efforts to create such a policy.

Discussion

The City of Oshkosh does not receive any private or public funds to address homeless needs or to prevent homelessness. 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 at ending chronic homelessness. Thus, an action plan for ending chronic homelessness or barriers are not identified by the City.

However, the Continuum of Care (CoC) in Oshkosh has a direct influence in addressing the needs of the homeless. In 2010, the following priorities were established by the CoC and continue to be followed:

- 1) Service gap in short term assistance
- 2) Case management with supportive services
- 3) Accessible emergency shelter along with motel vouchers
- 4) Medical and health related services
- 5) Transportation help
- 6) Transitional housing
- 7) Housing and supportive services for chronic homeless
- 8) Essential personal needs such as food, clothing and personal care items
- 9) Subsidized permanent housing
- 10) Foreclosure help
- 11) Daycare support
- 12) Fair housing assistance

One year goals for the number of households to be provided housing through the use of HOPWA for:
Short-term rent, mortgage, and utility assistance to prevent homelessness of the individual or family
Tenant-based rental assistance
Units provided in housing facilities (transitional or permanent) that are being developed, leased, or operated
Units provided in transitional short-term housing facilities developed, leased, or operated with HOPWA funds
Total

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

Introduction

The City's 2005-2025 Comprehensive Plan calls for the following actions to maintain and rehabilitate the City's existing housing stock:

- 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" 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.
- Work with public and private housing providers to plan for the development of additional housing units affordable to low and moderate income owner and renters as needed and to secure additional subsidies for rental of existing privately owned units.

The City will continue to fund programs and activities that address affordable housing for all citizens to the extent possible. However, due to funding limitations both through Federal programs and at the local level, the City will have to use its funding strategically.

Actions it planned to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment

The City's Analysis of Impediments summarized actions to be taken to address barriers to affordable housing. Please see the table in Exhibit D for actions the City has completed and will continue to undertake to address impediments to fair housing.

Also, there are a number of State and local regulations designed to promote the orderly development and maintenance of safe, decent and sanitary housing in the community. Sometimes these regulations can act as barriers to affordable housing.

To eliminate duplication, the City uses the building codes established by the State for uniform construction standards. These standards parallel the three National Code standards and are minimum provisions to ensure general safety for the public. The State codes and guidelines are also appealable to the State. Consequently, the City's building codes do not appear to hinder the development or preservation of affordable housing.

Likewise, the locally established Minimum Housing Code does not create a barrier for affordable housing. These standards parallel the National Minimum Housing Code Standards and are minimum requirements established to preserve and promote the public health, safety, comfort, personality and general welfare of the people. Their enforcement is necessary to preserve and encourage the private/public interests in housing and its maintenance. At the same time, these standards are appealable, locally, to ensure there are no undue hardships. The City provides substantial resources and technical assistance to the development and preservation of affordable housing.

The City's zoning and land-use codes promote the morals, aesthetics, prosperity, health, safety and general welfare of all people in Oshkosh. These codes are constructed to allow compatible development throughout the community and are flexible enough to encourage redevelopment in the community's existing, established areas. This is evidenced by development in both the City's outlying and urban areas. These codes, like other local codes, are appealable locally to ensure equitable and fair treatment.

All residential properties are assessed on a citywide basis using market sales data of comparable properties in and around the immediate neighborhood. Citywide assessing appears to ensure an equitable treatment of residential property and provides an incentive to those who maintain and improve their properties.

The current public policies relating to housing and, in particular, affordable housing, do not appear to be excessive, exclusionary, or discriminatory nor do they duplicate any other policies.

The City will work with developers, homeowners and public agencies that encounter barriers to affordable housing to address the issues and guide them through any administrative channels they can use to overcome these barriers.

Discussion

Not applicable

AP-85 Other Actions – 91.220(k)

Introduction

A primary obstacle to meeting the underserved needs in the City of Oshkosh is the lack of available funding to the City and to the various non-profit agencies the City partners with in serving LMI residents. As entitlement grants shrink, the cost of delivery services and completing projects increases and the economy continues to be challenging -- the need is greater.

Actions planned to address obstacles to meeting underserved needs

Due to funding limitations both through HUD programs and at the local level, the City will have to use its funding strategically. For redevelopment or neighborhood projects, funds will be concentrated first in approved neighborhoods, LMI/LMA census tracts/block groups, spot blighted and redevelopment areas.

The State of Wisconsin also continues to have issues with budget deficits, which has a direct effect on the amount of shared revenue coming back to the local level for projects and programs. The reduction of shared revenues is expected to continue or increase. This loss of funding will directly affect the amount of funds that can be budgeted locally.

Actions planned to foster and maintain affordable housing

The City will continue to fund the housing rehabilitation program to rehabilitate and improve existing units for both homeowners and renters and assist first time homebuyers with downpayment assistance.

Actions planned to reduce lead-based paint hazards

Any program that undertakes rehabilitation work will meet the requirements of the lead safe housing rules.

Actions planned to reduce the number of poverty-level families

In the past, CDBG funds have been allocated to local homeless shelters, a domestic abuse shelter, food pantry and other public service agencies that directly serve families and individuals that are facing financial hardship. The City will continue to fund public service agencies under the CDBG program guidelines.

Actions planned to develop institutional structure

City staff will continue to participate and serve on community organization boards to maintain open communication with other governmental entities and service providers throughout the community.

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

City staff will continue to participate with the WinnebagoLand Housing Coalition which is a valuable forum used to communicate ongoing or developing issues within the community, especially in terms of housing, homelessness and the needs of special populations. City staff will use these discussions to evaluate needs in terms of how CDBG funds may be able to fund activities to assist with these issues.

Discussion

Not applicable

Program Specific Requirements

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

Introduction

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

Community Development Block Grant Program (CDBG) Reference 24 CFR 91.220(I)(1)

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

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

Other CDBG Requirements

1. The amount of urgent need activities	0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	72.00%

**HOME Investment Partnership Program (HOME)
Reference 24 CFR 91.220(l)(2)**

1. A description of other forms of investment being used beyond those identified in Section 92.205 is as follows:

The City of Oshkosh does not receive HOME funds.

2. A description of the guidelines that will be used for resale or recapture of HOME funds when used for homebuyer activities as required in 92.254, is as follows:

The City of Oshkosh does not receive HOME funds.

3. A description of the guidelines for resale or recapture that ensures the affordability of units acquired with HOME funds? See 24 CFR 92.254(a)(4) are as follows:

The City of Oshkosh does not receive HOME funds.

4. Plans for using HOME funds to refinance existing debt secured by multifamily housing that is rehabilitated with HOME funds along with a description of the refinancing guidelines required that will be used under 24 CFR 92.206(b), are as follows:

The City of Oshkosh does not receive HOME funds.

Discussion

Not applicable

Attachments

Citizen Participation Comments

EXHIBIT A CITIZEN PARTICIPATION COMMENTS

Notice of Public Hearing City of Oshkosh 2016 CDBG Program

The City of Oshkosh will hold a public hearing on Wednesday, March 30, 2016 at 5:00 PM at the Oshkosh City Hall, 215 Church Avenue, Second Floor Conference Room, Room 203, to hear public comments pertaining to the City's community development needs for the 2016 Community Development Block Grant (CDBG) Annual Action Plan.

The proposed use of 2016 CDBG funds as shown in the table below is tentative until the City's 2016 Action Plan is approved by the Common Council and the US Department of Housing and Urban Development (HUD). A draft version of the Action Plan may be found on the City's website (http://www.ci.oshkosh.wi.us/Community_Development/Planning_Services/index.asp) and is available for viewing at the Economic Development Division of the Community Development Department within City Hall (Room 201).

Projects		Allocation
I.	Central City	\$195,000
II.	Housing / Neighborhood Development	\$343,818
III.	Public Services	\$110,000
IV.	Administration and Planning	\$104,000
Total CDBG Allocation		\$752,818

Additional public meetings will be held regarding the draft 2016 CDBG Action Plan by the Oshkosh Plan Commission on April 5 at 4:00 PM, and by the Oshkosh Common Council on April 12 at 6:00 PM. These meetings will be held at City Hall, 215 Church Avenue, Oshkosh.

If persons planning on attending have specialized needs (interpreter, handicap accessibility, etc.), please contact the Community Development Department at 920.236.5029 at least 5 days prior to the meeting. Written comments on the proposed Action Plan may be submitted to dbrandt@ci.oshkosh.wi.us or mailed to Darlene Brandt, Oshkosh City Hall, 215 Church Avenue, Oshkosh, WI 54901

Published: March 21, 2016

2016

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OMB Control No: 2506-0117 (exp. 07/31/2015)

**MINUTES
PUBLIC HEARING
2016 CDBG ANNUAL ACTION PLAN**

March 30, 2016 – Oshkosh City Hall, Room 203

Five Oshkosh residents were in attendance (see attached sign in sheet).

The meeting began at 5:00 pm with a welcome by Darlene Brandt, Grants Coordinator for the City of Oshkosh. Ms. Brandt provided a presentation outlining the anticipated funding for the 2016 CDBG program year, highlighting the four major categories and discussing how much funding was permitted and allocations for each category.

Discussion in the form of a comment/question and answer session followed. A question was raised about how the neighborhood initiative funding was allocated and what type of projects/activities would be eligible. Ms. Brandt noted that neighborhood initiative funds being allocated could be used in areas with approved neighborhood associations for good neighbor grants for curb appeal improvements; acquisition and demolition of silt and blight properties; housing rehabilitation; and public improvements. It was noted that City staff works with approved neighborhood associations on activities the neighborhood would like to see occur. Staff ranks all the projects/activities suggested by the associations and then based on available funding from various sources (i.e. CDBG, great neighborhood CIP funds, healthy neighborhoods, etc.), projects are implemented.

Discussion took place on the housing rehabilitation program. Comments included the types of improvements undertaken (roofs, windows, siding, doors, electrical, plumbing, lead paint reduction, etc), and what the income limits are. A question was raised if the funds were limited to certain areas or city-wide. Ms. Brandt noted the program is offered city-wide, but homeowners must be income qualified based on HUD income guidelines.

Residents felt the public service allocation wasn't sufficient to address needs in the community, but understood the guidelines and restrictions applied by HUD.

Ms. Brandt informed the public that the DRAFT Action Plan will be reviewed by the Plan Commission on April 5 at 4:00 pm and the Common Council will be asked to approve the Plan and authorize its submittal to HUD on April 12 at its 6:00 pm meeting.

The meeting adjourned at approximately 6:15 pm.

Respectfully submitted,

Darlene Brandt
Grants Coordinator

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CMB Control No: 2506-0117 (exp. 07/31/2015)

PLAN COMMISSION MINUTES

April 5, 2016

PRESENT: Ed Bowen, Jeffrey Thoms, Thomas Fojtik, Steve Cummings, Kathleen Propp, Gary Gray, Donna Lohry, Karl Nollenberger

EXCUSED: David Borsuk, John Hinz, Robert Vajgrt

STAFF: Darryn Burich, Director of Planning Services; David Buck, Principal Planner; Darlene Brandt, Grants Coordinator; Deborah Foland, Recording Secretary

Chairperson Fojtik called the meeting to order at 4:00 pm. Roll call was taken and a quorum declared present.

I. REVIEW 2016 ANNUAL ACTION PLAN, COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM

Staff requests review and acceptance of the 2016 Annual Action Plan for the Community Development Block Grant Program.

The purpose of this review is for the Plan Commission to make a *determination of consistency* that the proposed programs and activities in the 2016 Annual Action Plan is consistent with the City's 2005-2025 Comprehensive Plan, official maps, or other planned activities of the City.

Ms. Brandt presented the item and explained the objectives of the program and stated that the City has been an entitlement community since 1976. She further stated that the projects funded by this program must meet one of the national objectives: benefit to low and moderate income persons (LMI), aid in the prevention of slum and blight, or urgent need such as disasters and emergencies. The City's allocation for 2016 is \$752,818 which is broken down into four categories and she explained the projects that would fall under each category. The allocation of funds would be \$195,000 for central city redevelopment, \$202,818 for owner occupied housing rehabilitation, \$141,000 for neighborhood initiatives, \$110,000 for public services, and \$104,000 for administration and planning. She reviewed photos of completed projects that were funded from these various categories in the past year and the agencies that receive funding through the public services consortium and the breakdown of funding for administration which is to provide staff salaries and training as well as funding for the Fair Housing Center of Northeastern Wisconsin. She further stated that after review by the Plan Commission to make a determination of consistency with the Comprehensive Plan and approval by the Common Council, the Action Plan would be submitted to HUD for approval.

Mr. Thoms questioned if it was mandated to allocate funds to all of these categories or if the City can opt to change the allocations as the City receives less funding than it did in the past.

Ms. Brandt responded that there are certain caps on how much can be allocated to each category and the City cannot exceed these percentages in some programs.

Mr. Thoms commented that he would like to see funding reallocated from the Central City projects to the housing related programs.

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Ms. Brandt indicated that in 2015 the City received \$270,000 in program income from repayment of past housing rehabilitation loans and that it is difficult to spend all of the funds in a timely manner if too much is allocated to that program.

Mr. Burick added that the Central City category was not required to be funded however a minimum of 70% of the funding is required to benefit LMI persons and the housing and public services categories meet these needs and the central city redevelopment projects are opportunity based and easier to expend. The funds allocated to these programs must be spent in a one year period or the funding could be recaptured by HUD.

Mr. Thoms stated that it seems more logical to apply the funds to programs that offer the most benefit to the LMI households such as the housing programs as the funding continues to be decreased each year and he felt the funds allocated to central city redevelopment had less benefit to LMI and the need continues to grow for assistance.

Mr. Burick commented that the \$195,000 allocated to central city redevelopment will cover the costs of removal of blighted properties which benefits the community by improving the affected LMI neighborhood in which the property is located.

Ms. Propp stated that she felt the removal of slum and blighted properties was a huge benefit to the community as a whole.

Ms. Brandt discussed some of the circumstances where this funding has been utilized and the improvements that are realized by the neighborhoods where these properties are located as deteriorated or abandoned homes negatively affect adjacent properties.

Ms. Lohry discussed the Winnebago County Human Services board meeting she attended recently and that due to lack of funding the facility utilized for disabled citizens to gather for social type activities was lost. She discussed the possibility of utilizing this funding source to create a new location for a social gathering facility for the mentally handicapped residents of the community as she felt this was an important facet to have available. She suggested a central city location that could be acquired for this purpose.

Ms. Brandt indicated that the city participates in the Housing Coalition meetings where these types of activities or objectives are discussed.

Mr. Buck added that the City has assisted with funding this type of program in the past through the Public Service category.

Mr. Gray stated that he agrees with Mr. Thoms regarding the allocation of funds and that at the last Common Council meeting the purchase of a home on Bowen Street was approved and questioned which category the funding would be taken from.

Ms. Brandt responded that this was the first project done of this type and that it would be taken out of the allocation for housing rehabilitation and it is proposed the house be rehabilitated and sold to an eligible LMI household.

Mr. Gray then questioned what the Housing Coalition was and what was its function.

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Ms. Brandt replied that the Housing Coalition consisted of a variety of public service type organizations that provide services to LMI clients that deal with reference points for situations such as homelessness, financial issues and mental illness.

Mr. Gray inquired if the City has focused funding on particular areas containing LMI households of the city in the past.

Mr. Burich responded that it has been addressed under the context of the Comprehensive Plan which has designated priority areas for LMI issues and discussed the Near East Neighborhood plan which was a focused area of the city in past years for rehabilitation efforts.

Mr. Gray commented that he does not think that the City promotes the housing assistance program as well as it could. He also stated that there was a reference somewhere in the Action Plan document that the income over the next three to four years would be 2.8 million dollars and questioned if this was an estimate or actual figure.

Ms. Brandt responded that it was an estimate of block grant fund allocations for the next five years and is based on an average of past funds received.

Mr. Gray then questioned if the public services consortium allocation was greater than it was last year.

Ms. Brandt replied that this category was allocated \$85,000 last year and was increased to \$110,000 this year. The funding for public services will provide support for agencies that provide services to LMI persons and the proposed funding is within HUD's 15% cap.

Mr. Gray inquired how many applications were received for the public services funding allocation.

Ms. Brandt responded that 10 applications were received this year.

Mr. Thom's questioned how much funding was being requested.

Ms. Brandt replied that \$149,000 was requested this year.

Mr. Cummings stated that the house on Bowen Street that was purchased was acquired for \$20,000 and after approximately \$80,000 of rehabilitation costs, the property could be sold for an estimated \$120,000-\$125,000.

Mr. Nollenberger wanted to clarify that the Plan Commission needed to make a determination that the Action Plan was consistent with the City's Comprehensive Plan and not to approve how the money is allocated to specific objectives. Staff replied that is correct.

*Motion by Propp that the 2016 Annual Action Plan for the Community Development Block Grant Program is consistent with the City's Comprehensive Plan, official maps and other planned activities of the City.
Seconded by Lohry. Motion carried 8-0.*

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EXHIBIT B
LMI BLOCK GROUPS

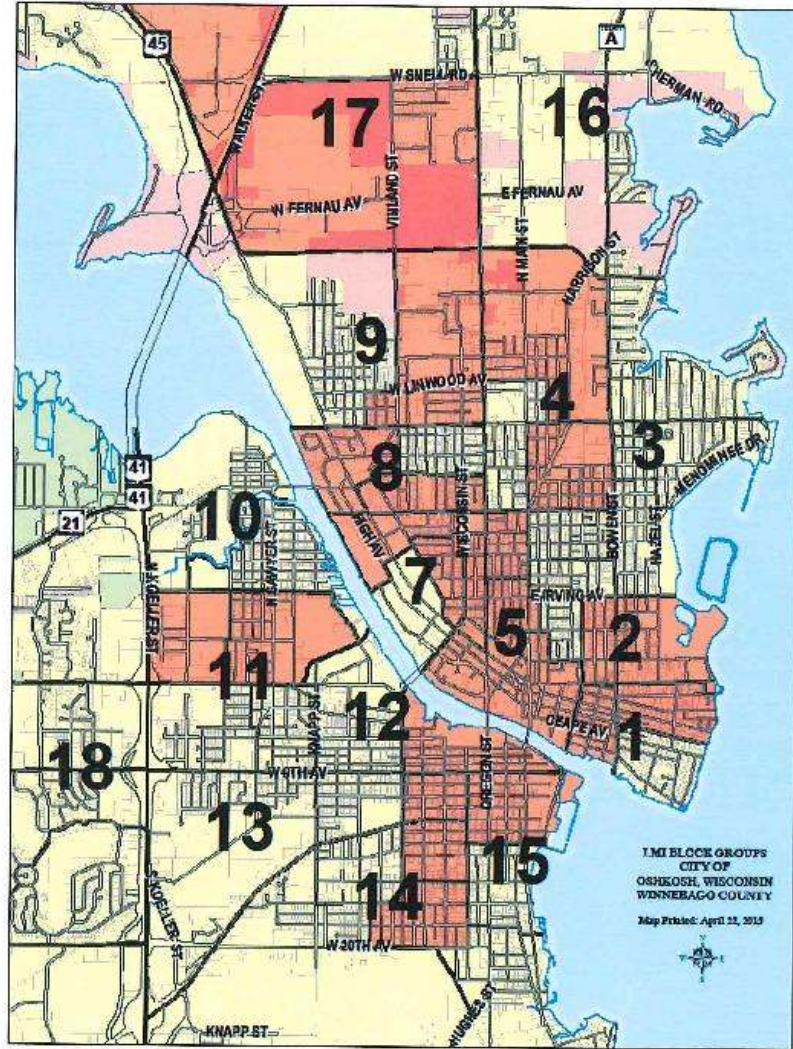
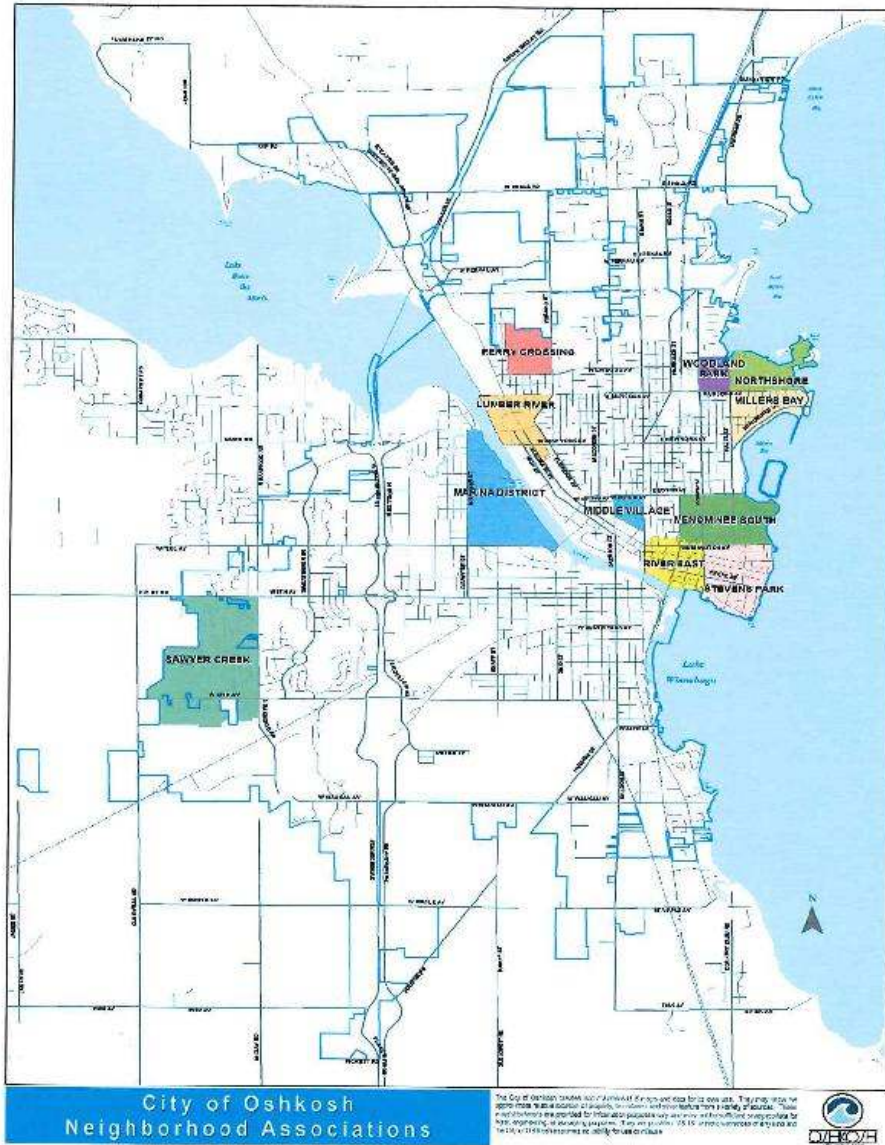


EXHIBIT C
APPROVED NEIGHBORHOOD ASSOCIATIONS

As of March 21, 2016



**EXHIBIT D
EXCERPT FROM CITY OF OSHKOSH
ANALYSIS OF IMPEDIMENTS TO FAIR HOUSING CHOICE STUDY**

	Responsible Party	Timeline
Actions to alleviate Administrative Impediments		
Increase knowledge and awareness of fair housing		
Offer more outreach education on fair housing rights and complaints	Community Development Dept	Continual
Revise the City website to make fair housing info easier to find	City IT Department	Immediate
Revise outreach materials to include local examples of illegal discrimination	Community Development Dept	Short-Term
Improve support for non-english speaking residents		
Identify and fund translation services for use by City staff and landlords, etc.	Community Development Dept	Immediate
Include information about translation services in all outreach efforts and materials	Community Development Dept	Immediate
Actions to alleviate Regulatory Impediments		
Update the City's Fair Housing Ordinance		
Add to City Ordinance section 15 all protected classes identified by the State of Wisconsin, and definitions of each; remove the exemption for owner-occupied buildings; consider eliminating the Commission on Equal Opportunities in Housing	City Council	Short-Term
Actions to alleviate Quality Impediments		
Improve the quality of rental housing in the City		
Create a rental registry program that ensures proactive inspections of units for safety and code compliance	Community Development Dept	Short-Term
Enhance landlord and renter education materials and training to incorporate information about mold	Community Development Dept	Short-Term
Actions to alleviate Supply Impediments		
Improve the supply of housing for residents with disabilities		
Continue to offer home improvement loans to income-qualified residents to assist with the cost of accessibility retrofits, and emphasize "visibility"	Community Development Dept	Continual
Encourage the development of more units in the City that incorporate universal design principles. Create a pamphlet that describes universal design and identifies design support resources.	Community Development Dept, Plan Commission, City Council	Continual
Offer builder and developer training in universal design techniques and encourage their application in all new development.	Community Development Dept	Annual
Actions to alleviate Financial/Affordability Impediments		
Improve transportation options in growth areas		
Work with GO Transit to reduce headway on service to tracts 16 and 17	Community Development Dept, GO Transit	Short-Term
Ensure all new streets are complete streets, and improve pedestrian connectivity to the north side	Community Development Dept, Engineering	Short-Term
Actions to alleviate Financial Impediments		
Improve the rate of home ownership among minority residents		
Provide more credit and home-buying education to citizens, especially minority residents	Community Development Dept	Continual
Provide education and information for local lenders on predatory lending practices	Community Development Dept	Continual

2016

Annual Action Plan

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OMB Control No: 2506-0117 (exp. 07/31/2015)

EXHIBIT E

Grantee SF-424's and Certification(s)

OMB Number: 4040-0004
Expiration Date: 03/12/2016

Application for Federal Assistance SF-424			
*1. Type of Submission: <input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application		*2. Type of Application: <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision	
*3. Date Received: <input type="text"/>		*4. Applicant Identifier: <input type="text"/>	
5a. Federal Entity Identifier: <input type="text" value="B-16-MC-55-0007"/>		5b. Federal Award Identifier: <input type="text"/>	
State Use Only: 6. Date Received by State: <input type="text"/> 7. State Application Identifier: <input type="text"/>			
8. APPLICANT INFORMATION:			
* a. Legal Name: <input type="text" value="City of Oshkosh"/>			
* b. Employer/Taxpayer Identification Number (EIN/TIN): <input type="text" value="30-6005963"/>		* c. Organization DUNS: <input type="text" value="0480296390000"/>	
d. Address:			
* Street 1: <input type="text" value="225 Church Avenue"/>			
Street 2: <input type="text" value="PO Box 1130"/>			
* City: <input type="text" value="Oshkosh"/>			
County/Parish: <input type="text" value="Winnebago County"/>			
* State: <input type="text" value="WI: Wisconsin"/>			
Province: <input type="text"/>			
* Country: <input type="text" value="USA: UNITED STATES"/>			
* Zip / Postal Code: <input type="text" value="54901"/>			
e. Organizational Unit:			
Department Name: <input type="text" value="Community Development"/>		Division Name: <input type="text"/>	
f. Name and contact information of person to be contacted on matters involving this application:			
Prefix: <input type="text"/>		* First Name: <input type="text" value="Doreen"/>	
Middle Name: <input type="text"/>			
* Last Name: <input type="text" value="Brandt"/>			
Suffix: <input type="text"/>			
Title: <input type="text" value="Grants Coordinator"/>			
Organizational Affiliation: <input type="text" value="City of Oshkosh"/>			
* Telephone Number: <input type="text" value="920-235-5029"/>		Fax Number: <input type="text"/>	
* Email: <input type="text" value="dbrandt@ci.oshkosh.wi.us"/>			

Application for Federal Assistance SF-424	
* 9. Type of Applicant 1: Select Applicant Type: <input type="text" value="City or Township Government"/> Type of Applicant 2: Select Applicant Type: <input type="text"/> Type of Applicant 3: Select Applicant Type: <input type="text"/> * Other (specify): <input type="text"/>	
* 10. Name of Federal Agency: <input type="text" value="US Department of Housing and Urban Development"/>	
11. Catalog of Federal Domestic Assistance Number: <input type="text" value="14.218"/> CFDA Title: <input type="text" value="Community Development Block Grants / Entitlement Grant"/>	
* 12. Funding Opportunity Number: <input type="text"/> * Title: <input type="text"/>	
13. Competition Identification Number: <input type="text"/> Title: <input type="text"/>	
14. Areas Affected by Project (Cities, Counties, States, etc.): <input type="text" value="Oshkosh, WI"/> <input type="button" value="Add Attachment"/> <input type="button" value="Delete Attachment"/> <input type="button" value="View Attachments"/>	
* 15. Descriptive Title of Applicant's Project: <input type="text" value="Central City Redevelopment Housing Neighborhood Development Public Safety Administration Planning"/> Attach supporting documents as specified in agency instructions. <input type="button" value="Add Attachments"/> <input type="button" value="Delete Attachments"/> <input type="button" value="View Attachments"/>	

Application for Federal Assistance SF-424

16. Congressional Districts Of:

* a. Applicant: * b. Program/Project:

Attach an additional list of Program/Project Congressional Districts if needed.

17. Proposed Project:

* a. Start Date: * b. End Date:

18. Estimated Funding (\$):

* a. Federal	<input type="text" value="752818"/>
* b. Applicant	<input type="text" value="0"/>
* c. State	<input type="text" value="0"/>
* d. Local	<input type="text" value="0"/>
* e. Other	<input type="text" value="0"/>
* f. Program Income	<input type="text" value="0"/>
* g. TOTAL	<input type="text" value="752818"/>

19. Is Application Subject to Review By State Under Executive Order 12372 Process?

a. This application was made available to the State under the Executive Order 12372 Process for review on

b. Program is subject to E.O. 12372 but has not been selected by the State for review.

c. Program is not covered by E.O. 12372.

20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)

Yes No

If "Yes", provide explanation and attach

21. *By signing this application, I certify (1) to the statements contained in the list of certifications and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)**

I AGREE

** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

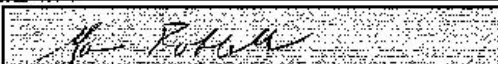
Authorized Representative:

Prefix: * First Name: Middle Name: Last Name: Suffix:

* Title:

* Telephone Number: Fax Number:

* Email:

* Signature of Authorized Representative:  * Date Signed:

CERTIFICATIONS

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

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

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

Drug Free Workplace -- It will or will continue to provide a drug-free workplace by:

1. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;
2. Establishing an ongoing drug-free awareness program to inform employees about:
 - (a) The dangers of drug abuse in the workplace;
 - (b) The grantee's policy of maintaining a drug-free workplace;
 - (c) Any available drug counseling, rehabilitation, and employee assistance programs; and
 - (d) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;
3. Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph 1;
4. Notifying the employee in the statement required by paragraph 1 that, as a condition of employment under the grant, the employee will -
 - (a) Abide by the terms of the statement; and
 - (b) Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;
5. Notifying the agency in writing, within ten calendar days after receiving notice under subparagraph 4(b) from an employee or otherwise receiving actual notice of such conviction, Employers of convicted employees must provide notice, including position title, to every grant officer or other designer on whose grant activity the convicted employee was working, unless the Federal agency has designated a central point for the receipt of such notices. Notice shall include the identification number(s) of each affected grant;

6. Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph 4(b), with respect to any employee who is so convicted:
 - (a) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or
 - (b) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;
7. Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs 1, 2, 3, 4, 5 and 6.

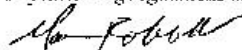
Anti-Lobbying -- To the best of the jurisdiction's knowledge and belief:

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;
2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, it will complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions; and
3. It will require that the language of paragraph 1 and 2 of this anti-lobbying certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

Authority of Jurisdiction -- The consolidated plan is authorized under State and local law (as applicable) and the jurisdiction possesses the legal authority to carry out the programs for which it is seeking funding, in accordance with applicable HUD regulations.

Consistency with plan -- The housing activities to be undertaken with CDBG, HOME, ESG, and HOPWA funds are consistent with the strategic plan.

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


Signature/Authorized Official

4/13/2016
Date

City Manager
Title

Specific CDBG Certifications

The Entitlement Community certifies that:

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

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

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

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

1. **Maximum Feasible Priority.** With respect to activities expected to be assisted with CDBG funds, it certifies that it has developed its Action Plan so as to give maximum feasible priority to activities which benefit low and moderate income families or aid in the prevention or elimination of slums or blight. The Action Plan may also include activities which the grantee certifies are designed to meet other community development needs having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community, and other financial resources are not available);
2. **Overall Benefit.** The aggregate use of CDBG funds including section 108 guaranteed loans during program year(s), (a period specified by the grantee consisting of one, two, or three specific consecutive program years), shall principally benefit persons of low and moderate income in a manner that ensures that at least 70 percent of the amount is expended for activities that benefit such persons during the designated period;
3. **Special Assessments.** It will not attempt to recover any capital costs of public improvements assisted with CDBG funds including Section 108 loan guaranteed funds by assessing any amount against properties owned and occupied by persons of low and moderate income, including any fee charged or assessment made as a condition of obtaining access to such public improvements. However, if CDBG funds are used to pay the proportion of a fee or assessment that relates to the capital costs of public improvements (assisted in part with CDBG funds) financed from other revenue sources, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds.

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

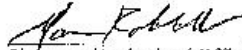
Excessive Force -- It has adopted and is enforcing:

1. A policy prohibiting the use of excessive force by law enforcement agencies within its jurisdiction against any individuals engaged in non-violent civil rights demonstrations; and
2. A policy of enforcing applicable State and local laws against physically barring entrance to or exit from a facility or location which is the subject of such non-violent civil rights demonstrations within its jurisdiction;

Compliance With Anti-discrimination laws -- The grant will be conducted and administered in conformity with title VI of the Civil Rights Act of 1964 (42 USC 2000d), the Fair Housing Act (42 USC 3601-3619), and implementing regulations.

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

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


Signature/Authorized Official

4/13/2016
Date

City Manager
Title

OPTIONAL CERTIFICATION CDBG

Submit the following certification only when one or more of the activities in the action plan are designed to meet other community development needs having a particular urgency as specified in 24 CFR 570.208(c):

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

Signature/Authorized Official

Date

Title

Specific HOME Certifications

The HOME participating jurisdiction certifies that:

Tenant Based Rental Assistance -- If the participating jurisdiction intends to provide tenant-based rental assistance:

The use of HOME funds for tenant-based rental assistance is an essential element of the participating jurisdiction's consolidated plan for expanding the supply, affordability, and availability of decent, safe, sanitary, and affordable housing.

Eligible Activities and Costs -- it is using and will use HOME funds for eligible activities and costs, as described in 24 CFR § 92.205 through 92.209 and that it is not using and will not use HOME funds for prohibited activities, as described in § 92.214.

Appropriate Financial Assistance -- before committing any funds to a project, it will evaluate the project in accordance with the guidelines that it adopts for this purpose and will not invest any more HOME funds in combination with other Federal assistance than is necessary to provide affordable housing.

Signature/Authorized Official

Date

Title

ESG Certifications

The Emergency Shelter Grantee certifies that:

Major rehabilitation/conversion -- It will maintain any building for which assistance is used under the ESG program as a shelter for homeless individuals and families for at least 10 years. If the jurisdiction plans to use funds for rehabilitation (other than major rehabilitation or conversion), the applicant will maintain any building for which assistance is used under the ESG program as a shelter for homeless individuals and families for at least 3 years.

Essential Services and Operating Costs -- Where assistance involves essential services or maintenance, operation, insurance, utilities and furnishings, it will provide services or shelter to homeless individuals and families for the period during which the ESG assistance is provided, without regard to a particular site or structure as long as the same general population is served.

Renovation -- Any renovation carried out with ESG assistance shall be sufficient to ensure that the building involved is safe and sanitary.

Supportive Services -- It will assist homeless individuals in obtaining appropriate supportive services, including permanent housing, medical and mental health treatment, counseling, supervision, and other services essential for achieving independent living, and other Federal, State, local, and private assistance.

Matching Funds -- It will obtain matching amounts required under 24 CFR 576.51.

Confidentiality -- It will develop and implement procedures to ensure the confidentiality of records pertaining to any individual provided family violence prevention or treatment services under any project assisted under the ESG program, including protection against the release of the address or location of any family violence shelter project except with the written authorization of the person responsible for the operation of that shelter.

Homeless Persons Involvement -- To the maximum extent practicable, it will involve, through employment, volunteer services, or otherwise, homeless individuals and families in constructing, renovating, maintaining, operating facilities, and providing services assisted through this program.

Consolidated Plan -- It is following a current HUD-approved Consolidated Plan or CHAS.

Discharge Policy --- It has established a policy for the discharge of persons from publicly funded institutions or systems of care (such as health care facilities, foster care or other youth facilities, or correction programs and institutions) in order to prevent such discharge from immediately resulting in homelessness for such persons.

HMIS -- It will comply with HUD's standards for participation in a local Homeless Management Information System and the collection and reporting of client-level information.

Signature/Authorized Official

Date

Title

HOPWA Certifications

The HOPWA grantee certifies that:

Activities -- Activities funded under the program will meet urgent needs that are not being met by available public and private sources.

Building -- Any building or structure assisted under that program shall be operated for the purpose specified in the plan:

1. For at least 10 years in the case of assistance involving new construction, substantial rehabilitation, or acquisition of a facility,
2. For at least 3 years in the case of assistance involving non-substantial rehabilitation or repair of a building or structure.

Signature/Authorized Official

Date

Title

APPENDIX TO CERTIFICATIONS

INSTRUCTIONS CONCERNING LOBBYING AND DRUG-FREE WORKPLACE REQUIREMENTS:

A. Lobbying Certification

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

B. Drug-Free Workplace Certification

1. By signing and/or submitting this application or grant agreement, the grantee is providing the certification.
2. The certification is a material representation of fact upon which reliance is placed when the agency awards the grant. If it is later determined that the grantee knowingly rendered a false certification, or otherwise violates the requirements of the Drug-Free Workplace Act, HUD, in addition to any other remedies available to the Federal Government, may take action authorized under the Drug-Free Workplace Act.
3. Workplaces under grants, for grantees other than individuals, need not be identified on the certification. If known, they may be identified in the grant application. If the grantee does not identify the workplaces at the time of application, or upon award, if there is no application, the grantee must keep the identity of the workplace(s) on file in its office and make the information available for Federal inspection. Failure to identify all known workplaces constitutes a violation of the grantee's drug-free workplace requirements.
4. Workplace identifications must include the actual address of buildings (or parts of buildings) or other sites where work under the grant takes place. Categorical descriptions may be used (e.g., all vehicles of a mass transit authority or State highway department while in operation, State employees in each local unemployment office, performers in concert halls or radio stations).
5. If the workplace identified to the agency changes during the performance of the grant, the grantee shall inform the agency of the change(s), if it previously identified the workplaces in question (see paragraph three).
6. The grantee may insert in the space provided below the site(s) for the performance of work done in connection with the specific grant:

Place of Performance (Street address, city, county, state, zip code)
215 Church Ave., Oshkosh, Winnebago County, WI 54901

Check if there are workplaces on file that are not identified here.

The certification with regard to the drug-free workplace is required by 24 CFR part 24, subpart F.

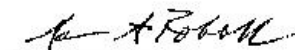
7. Definitions of terms in the Nonprocurement Suspension and Debarment common rule and Drug-Free Workplace common rule apply to this certification. Grantees' attention is called, in particular, to the following definitions from these rules:

"Controlled substance" means a controlled substance in Schedules I through V of the Controlled Substances Act (21 U.S.C. 812) and as further defined by regulation (21 CFR 1308.11 through 1308.15);

"Conviction" means a finding of guilt (including a plea of *nolo contendere*) or imposition of sentence, or both, by any judicial body charged with the responsibility to determine violations of the Federal or State criminal drug statutes;

"Criminal drug statute" means a Federal or non-Federal criminal statute involving the manufacture, distribution, dispensing, use, or possession of any controlled substance;

"Employee" means the employee of a grantee directly engaged in the performance of work under a grant, including: (i) All "direct charge" employees; (ii) all "indirect charge" employees unless their impact or involvement is insignificant to the performance of the grant; and (iii) temporary personnel and consultants who are directly engaged in the performance of work under the grant and who are on the grantee's payroll. This definition does not include workers not on the payroll of the grantee (e.g., volunteers, even if used to meet a matching requirement; consultants or independent contractors not on the grantee's payroll; or employees of subrecipients or subcontractors in covered workplaces).



Mark A. Rohloff
City Manager

Date 4/13/2016