



WHERE PEOPLE & TECHNOLOGY PROSPER

**Oakland County
Michigan**

Community & Home Improvement

Program Year (PY) 2005 Consolidated Annual Performance & Evaluation Report (CAPER)

**Community Development Block Grant (CDBG)
HOME Investment Partnerships Program (HOME)
American Dream Downpayment Initiative (ADDI)
Emergency Shelter Grant (ESG)**

**L. Brooks Patterson
Oakland County Executive**

**EQUAL OPPORTUNITY PROGRAMS/ACTIVITIES
Oakland County, Michigan**



PY 2005 Consolidated Annual Performance and Evaluation Report (CAPER) Narrative

A summary of how federal funds were invested between May 1, 2005 and April 30, 2006 (PY 2005) to meet the needs identified in the 2005-2009 Oakland County Consolidated Plan

Submitted to:

Michigan State Office
U.S. Department of Housing and Urban Development
Office of Community Planning and Development
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Submitted by:

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Executive Summary

Mission - The Community & Home Improvement Division mission is to assist participating communities and low-income persons and households through infrastructure improvements, housing rehabilitation, and human services. Oakland County uses its funding, technical assistance, and planning activities to fund projects consistent with Consolidated Plan goals and federal program objectives.

Purpose of the Consolidated Annual Performance and Evaluation Report - As a recipient of U.S. Department of Housing and Urban Development (HUD) funds, Oakland County is required to provide an annual report on program performance within 90 days of the program year end. This report constitutes a summary of accomplishments and an accounting of the allocation and expenditure of funds under the PY 2005-2009 Consolidated Plan. The information included in this document has been compiled in accordance with the requirements for Consolidated Plan Entitlement Grantees and the March 25, 1998 and April 2003 HUD guidance. This report covers the period from May 1, 2005 through April 30, 2006 which represents Oakland County's 31st year as a HUD Urban County recipient.

County Overview - Oakland County, home to a mix of urban and rural communities is located in southeastern Michigan. The County borders Macomb County to the east, Lapeer and Genesee Counties to the north, Livingston County to the west, and Wayne County and the City of Detroit to the south. At 960 square miles and with a 2000 population of over 1.1 million, Oakland County is more populous than, and nearly as large as, the State of Rhode Island. The County contains sixty-one units of general local government, including thirty cities, twenty-one townships, and ten villages. Oakland County ranks as the third wealthiest county in the nation among counties with populations of more than one million people. Despite this rank, 62% (31) of the participating communities had 2000 per capita income levels below the overall County level of \$32,534.

Governance - Oakland County Government has an elected County Executive whose responsibilities are similar to those of a governor or mayor of a large city. The County Executive administers the government on a day-to-day basis, proposes new and revamps existing programs. The Executive represents the interests of county residents. A 25-member Board of Commissioners serves as the county's governing body. In 1975, the Oakland County Board of Commissioners authorized the County to participate in U.S. Department of Housing and Urban Development (HUD) community planning and development programs. The overall goal of the HUD programs is to develop viable urban communities by providing decent housing and a suitable living environment and expanding economic opportunities principally for low-income persons.

Needs, Capacity, and Resources - The PY 2005-2009 Oakland County Consolidated Plan identifies a wide range of needs, current programs and strategies, and service gaps. The Plan also establishes the County's priorities for housing, community service, homeless, and community development programs and includes broad goals and objectives to address priority needs within available capacity and resources. The Consolidated Annual Performance Report (CAPER) provides a summary of how federal funds were used in PY 2005 to carry out the goals of the five year Consolidated Plan.

Geographic and Income Targeting - Both the CDBG and HOME programs require that low-income persons benefit from funded activities. Certain HUD funded activities are restricted to areas of low income. U.S. Census data was used to develop maps of these areas for the Consolidated Plan and Annual Action Plans.

Impediments to Fair Housing - Oakland County certifies that in 2002/2003, the County contracted with the Fair Housing Center of Metropolitan Detroit (FHC) to conduct research and update its Analysis of Impediments to Fair Housing. In the 2003/2004 contract FHC developed a draft of an "Affirmative Action" manual for local participating communities. Oakland County is taking appropriate actions to overcome identified impediments. The AI itself is not part of the Consolidated Annual Performance and Evaluation Report (CAPER).

Barriers to Affordable Housing - A comprehensive discussion of affordable housing barriers was beyond the scope of the PY 2005-2009 Consolidated Plan. However, the County will use information from its Comprehensive Housing Needs Assessment to further study barriers to affordable housing. Details on PY 2005 actions to eliminate barriers to affordable housing are included in the CAPER.

Homelessness - The CAPER contains summary strategies on the issue of homelessness. For detailed information, consult the *Oakland County Continuum of Care*.

Introduction

County Profile - Oakland County, home to a mix of urban and rural communities is located in southeastern Michigan. The County borders Macomb County to the east, Lapeer and Genesee Counties to the north, Livingston County to the west, and Wayne County and the City of Detroit to the south. At 960 square miles and with a 2000 population of over 1.1 million, Oakland County is more populous than, and nearly as large as, the State of Rhode Island. Oakland County ranks as the third wealthiest county in the nation among counties with populations of more than one million people. Despite this rank, 62% (31) of the participating communities fell below the County's 2000 overall per capita income level of \$32,534. Twenty-four or 48% of participating communities have a median family income (MFI) below the Oakland County level of \$75,540 based on 1999 income data.

Governance - Oakland County has an elected County Executive whose responsibilities are similar to those of a governor or mayor of a large city. The County Executive administers the government on a day-to-day basis, proposes new and revamps existing programs. The Executive represents the interests of county residents. A 25-member Board of Commissioners serves as the county's governing body. In 1975, the Oakland County Board of Commissioners authorized the County to participate in U.S. Department of Housing and Urban Development (HUD) community planning and development programs. The overall goal of the HUD programs is to develop viable urban communities by providing decent housing and a suitable living environment and expanding economic opportunities principally for low-income persons.

The County contains sixty-one units of local government, including thirty cities, twenty-one townships and ten villages. Eighty-two percent (50) of local communities participate in the County's "urban county" community development programs. They are:

- **Cities:** Auburn Hills, Berkley, Birmingham, Clarkston, Clawson, Farmington, Ferndale, Hazel Park, Huntington Woods, Keego Harbor, Lathrup Village, Madison Heights, Northville, Novi, Oak Park, Orchard Lake Village, Pleasant Ridge, Rochester, Rochester Hills, South Lyon, Sylvan Lake, Troy, Walled Lake, Wixom
- **Townships:** Addison, Brandon, Commerce, Groveland, Highland, Holly, Independence, Lyon, Milford, Oakland, Orion, Oxford, Rose, Royal Oak, Springfield, West Bloomfield, White Lake
- **Villages:** Beverly Hills, Franklin, Holly, Lake Orion, Leonard, Milford, Ortonville, Oxford, and Wolverine Lake.

Lead Agency - Oakland County Community & Home Improvement serves as lead agency in the Consolidated Plan, Action Plan, and Consolidated Annual Performance and Evaluation Report (CAPER). The Division serves as overall administrator for federal HUD funds but other organizations within the County may administer specific projects. To obtain program information, set up an appointment with program staff, or file a complaint related to program performance contact Karry Rieth, Manager, Oakland County Community & Home Improvement at (248) 858-0493, riethk@co.oakland.mi.us.

Mission - The mission of the Community & Home Improvement Division is to assist participating communities and low-income persons and households through infrastructure improvements, housing rehabilitation, and human services. Oakland County uses its funding, technical assistance, and planning activities to fund projects consistent with Consolidated Plan goals and federal program objectives. The Division has the following objectives.

Overall Program Administration

County Objectives
To administer federal grant programs as efficiently and effectively as possible consistent with program regulations and community needs.
Outreach to woman- and minority-owned business enterprises (W/MBE).
Provide technical assistance, planning, and monitoring.
Affirmatively further fair housing and equal opportunity.
Provide for citizen participation in grant program processes by implementing a detailed citizen participation plan.
Enhance program effectiveness through consultation and collaboration with the Citizens Advisory Council.
Monitor communities, public service agencies, CHDO, and homeless shelters to ensure compliance with regulations and to provide ongoing programmatic assistance.
Maintain systems to evaluate the effectiveness of projects and programs.

Community Development Block Grant

National Objectives
Ensure benefit to low- and moderate-income persons;
Aid in the prevention or elimination of slums or blighting community conditions; and
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 where other financial resources are not available to meet such needs.
County Objectives
Ensure that not less than 70% of CDBG funds received annually are used for activities that principally benefit low- and moderate-income persons.
Improve the human environment through infrastructure and public facilities projects in eligible areas of participating communities.
Provide public services for eligible residents.
Improve, upgrade, and increase property values through the concentration of rehabilitation efforts within neighborhoods.
Reduce the number of substandard dwelling units within the county through the rehabilitation of existing residential units.
Improve living conditions within housing units and reduce the financial burden of low- and moderate-income persons.
Reduce housing maintenance and fuel costs and enable lower-income persons to remain in their housing unit.
Instill within homeowners the incentive to maintain and improve conditions within the housing unit.
Assist homeowners in using available funding sources to accomplish housing rehabilitation activities.
Reduce the isolation of income groups and increase housing opportunities for low- and moderate-income persons.
Minimize displacement and relocation through a detailed plan in accordance with Uniform Relocation and Real Property Acquisition Policies Act requirements.
Ensure that the county maintains no more than 1.5 times its current year's allocation worth of CDBG funds unexpended in accordance with HUD spending performance guidelines.
Encourage communities to realistically plan for, and invest in, future development.
Assist communities in developing the capacity to implement activities.
Provide technical assistance to participating communities to enable them to more effectively carry out CDBG projects and ensure compliance with federal regulations.

Home Investment Partnerships Grant

National Objectives
Expand the supply of decent, safe, sanitary, and affordable housing for very low and low-income residents;
Strengthen the ability of the county to design and implement strategies for achieving adequate supplies of decent, affordable housing; and
Encourage public, private, and nonprofit partnerships in addressing affordable housing needs.
County Objectives
Fund housing rehabilitation for very low income households.
Work to nurture community housing development organizations (CHDOs) to provide decent, safe, sanitary, and affordable housing for low- and moderate-income persons.
Strengthen public-private partnership through provision of HOME match.
Promote homeownership through homebuyer programs and assistance for low- and moderate-income persons.

Emergency Shelter Grant

National Objectives
Increase the number and quality of emergency shelters and transitional housing facilities for homeless individuals and families, to operate these facilities and provide essential social services, and to help prevent homelessness.
County Objectives
Provide essential supportive services, homeless prevention activities and operational support for area shelters.

Comprehensive Housing Counseling Grant

National Objectives
To promote and protect the interests of housing consumers, HUD and mortgage lenders working under the guidelines of the HUD Handbook for Housing Counseling Agencies.
County Objectives
Provide counseling and advice to tenants and homeowners on property maintenance and financial management.
Conduct community outreach activities to increase the homeownership opportunities for low- income, disabled and minority families.
Affirmatively further fair housing through impediment identification, setting goals to overcome such impediments and reviewing progress and revising goals as necessary.
Provide mortgage default resolution services.
Provide Reverse Mortgage counseling to allow seniors to stay in their home and maintain a decent and healthy lifestyle.

Performance Measures - The County has adopted the following HUD performance measures system.

Project	Objective	Goal	Indicator	Outcome
Acquisition of Real Property Disposition	Suitable Living Environment	Strengthen Communities	# of LMI HH with new or improved access	Improve Sustainability
Remove Architectural Barriers Senior Centers	Suitable Living Environment	Strengthen Communities	# of LMI persons with new or improved access	Improve Sustainability
Community Center Parks-Recreational Facilities Flood Drain Improvements Water Sewer Improvements Street Improvements Sidewalk Improvements Tree Planting Downtown Revitalization Fire Station Equipment Special Assessments	Suitable Living Environment	Strengthen Communities	# of LMI HH with new or improved access	Improve Sustainability
Public Services	Suitable Living Environment	Improve Quality of Life	# of LMI persons with new access to service	Improved Availability/ Accessibility
Housing Rehabilitation Rehab Publicly Owned Residential	Decent Housing	Promote Decent Affordable Housing	# of units brought to code	Improve Affordability
Minor Home Repair Emergency Rehab Energy Efficiency Improvements	Decent Housing	Promote Decent Affordable Housing	# of units/items brought to standard condition	Improve Affordability
Clearance and Demolition Non Res Historic Preservation	Suitable Living Environment	Strengthen Communities	Slum blight spot Y/N	Improve Sustainability
Code Enforcement	Suitable Living Environment	Strengthen Communities	# of LMI persons served	Improve Sustainability
Rehabilitation Administration	N/A	N/A	N/A	N/A
General Program Administration	N/A	N/A	N/A	N/A
Planning	N/A	N/A	N/A	N/A

Consolidated Plan - The Consolidated Plan incorporates the planning activities of the Comprehensive Housing Affordability Strategy (CHAS), enacted by the Cranston-Gonzalez National Affordable Housing Act of 1990 and the document submission ("application") requirements for various formula funded grant programs. The proposed rule creating the Consolidated Plan was published August 5, 1994 and the final rule was published January 5, 1995.

The Consolidated Plan covers a planning period of five years. Each year, grantees are required to submit an annual update to HUD referred to as an Action Plan. The Action Plan describes how the jurisdiction will meet its goals by specifying what activities it will undertake for that particular year along with the proposed funding for each activity. Once approved by HUD, the Consolidated Plan and accompanying Action Plan become the benchmarks against which HUD evaluates the progress in meeting the goals outlined in the Plan.

The PY 2005-2009 Consolidated Plan identifies a wide range of needs, current programs and strategies, and service gaps. The Plan also establishes priorities for housing, community service, homeless, and community development programs in the County. It includes broad goals and objectives to address priority needs with the use of available resources from the following HUD funded programs administered by Oakland County:

- Community Development Block Grant (CDBG)
- HOME Investment Partnerships Program (HOME)
- American Dream Downpayment Initiative (ADDI)
- Emergency Shelter Grant (ESG)

The primary objective of Oakland County's 2005-2009 Consolidated Plan is the development of viable urban communities by providing decent housing, a suitable living environment, and expanded economic opportunities principally for low and moderate-income persons. The CAPER provides an overview of the progress Oakland County has made during PY 2005 toward these objectives.

Federal Income Definitions- Federal program requirements stipulate that Oakland County report income by three categories - Extremely Low Income, Very Low Income, and Low Income. Income limits are based on HUD estimates of median household income for the area, with adjustments for family size. The extremely low-income is established at 30% of median family income, while very-low income is set at 50% of median income. Low Income families are defined as families whose incomes do not exceed 80% of the median family income for the area. The County's Direct Benefit Activity (DBA) Performance Report requires reporting of household or person income by these categories. The maximum household income to qualify residents for CDBG assistance is Low Income, determined at 80% of median income, adjusted for family size. Communities may choose to set eligible program income limits at amounts less than those of 80% of median income, but cannot exceed this amount. As of March 8, 2006 the maximum household income for a family of four was \$55,900.

Purpose of the Consolidated Annual Performance and Evaluation Report - As a recipient of U.S. Department of Housing and Urban Development (HUD) funds, Oakland County is required to provide an annual report on program performance within 90 days of the end of the County's program year. This report constitutes a summary of accomplishments and an accounting of allocations and expenditures under the PY 2005-2009 Consolidated Plan.

The information included in the Consolidated Annual Performance and Evaluation Report (CAPER) has been compiled in accordance with the requirements for Consolidated Plan Entitlement Grantees and March 25, 1998 and April 2003 HUD guidance. The CAPER covers the period from May 1, 2005 through April 30, 2006 which represents Oakland County's 31st year as a HUD Urban County recipient. The purpose of the CAPER is:

- To provide HUD with the necessary information to meet its statutory requirement to assess Oakland County's ability to carry out relevant housing and community development programs in compliance with applicable rules and regulations;
- To provide HUD with information necessary for its Annual Report to Congress, also statutorily mandated and;
- To inform County residents of the housing and community development activities undertaken on their behalf.

Citizens Advisory Council - The Housing and Community Development Act of 1974 requires that cooperating cities, townships, and villages, in addition to citizens at large provide input on community development needs. As an "Urban County" Oakland County's Board of Commissioner's Resolution #7835 satisfied this requirement by establishing a Citizen Advisory Council (CAC). The goal of the CAC is to provide a mechanism for citizens representing broad socioeconomic and geographic areas of Oakland County to voice concerns on the planning, implementation, and assessment of the "Urban County" CDBG Program. Despite member selection from various geographic regions, all members represent the County as a whole. The CAC studies, reviews, and provides input on the County's community and home improvement needs and priorities. It recommends uses of community development funds, approves applications for funding, conducts public hearings, and recommends actions to the Board of Commissioners via the County Executive.

Continuum of Care - The Continuum of Care is a planning process which gives homeless shelter and service providers an opportunity to design effective approaches to serve the homeless population. Continuum of Care participants consult in the Consolidated Plan process specifically by identifying gaps and priorities within the housing continuum. The CAPER contains summary strategies on the issue of homelessness. For detailed information, consult the Oakland County Continuum of Care.

Impediments to Fair Housing - Oakland County certifies that in 2002/2003, the County contracted with the Fair Housing Center of Metropolitan Detroit (FHC) to conduct research and update its Analysis of Impediments to Fair Housing. In the 2003/2004 contract FHC developed a draft of an "Affirmative Action" manual for local participating communities. Oakland County is taking appropriate actions to overcome identified impediments. The AI itself is not part of the Consolidated Annual Performance and Evaluation Report (CAPER).

Program Specific Information Available Upon Request - This document represents the first CAPER in an installment of five for the 2005-2009 Consolidated Plan. In addition to the following narrative summaries more detailed information on specific federally funded projects is available upon request. The document is available for review at the Oakland County Community & Home Improvement Division from July 12, 2006 - July 27, 2006.

Consolidated Annual Performance Report Narratives

The PY 2005-2009 Consolidated Plan identified the housing and community development needs for Oakland County and established goals to be accomplished through the use of U.S. Department of Housing and Urban Development (HUD) entitlement programs. Administered by the Community & Home Improvement Division, these opportunities include the Community Development Block Grant (CDBG), the Home Investment Partnerships Program (HOME), the American Dream Downpayment Initiative (ADDI) and the Emergency Shelter Grant (ESG).

The overall goal of Oakland County's housing and community development program is to develop viable communities by providing decent housing, a suitable living environment, and expanded economic opportunities, principally for low- and moderate-income persons. This goal is accomplished by assisting low and moderate-income persons directly or by eliminating slums and blighting conditions, or by meeting an urgent community need where no other funding is available. To carry out the three national CDBG objectives, as well as the HOME and ESG objectives, the County has adopted a series of program priorities.

Program	Priorities
Community Development Block Grant	Supply decent housing, secure a suitable living environment, and expand economic opportunities for individuals earning 80% or less of median family income (MFI).
HOME Investment Partnerships Program	Expand the availability of decent, affordable housing for individuals earning 80% or less of median family income (MFI).
American Dream Downpayment Initiative	Increase the overall homeownership rate, create greater opportunity for homeownership among lower income and minority households, and revitalize and stabilize communities
Emergency Shelter Grant	Provide essential supportive services, homeless prevention activities and operational support for area shelters.

I. Important PY 2005 Achievements Using CDBG, HOME, ADDI, and ESG

Oakland County uses federal funds to implement projects, provide technical assistance, and fund the planning and administration of federal programs consistent with Consolidated Plan goals, program objectives, and HUD goals. The following highlights PY 2005 achievements using CDBG, HOME, ADDI, and ESG:

A. PY 2005 General Achievement Highlights

- \$2,960,508.10 expended on 253 Home Improvement Program projects
- \$1,749,145.95 expended on local community projects
- 105 Minor Home and Emergency Home Repairs
- \$46,000.00 in Comprehensive Housing Counseling Grant (CHC)
- CHC grant documents were executed within 30 days. All performance reports (quarterly, mid-term, and final) were submitted on time and complete. All funds (100 percent) for the period of 10/1/04 to 9/30/05 were fully expended during the grant period.
- The Citizens Advisory Committee (CAC) held a public hearing on February 16, 2005 on the proposed Consolidated Plan One-Year Action Plan for PY 2005. Citizens had the opportunity to express their views on housing, community development, and community service needs and fair housing issues in the County, as well as comment on the County's community development performance.

B. PY 2005 Community Development Block Grant (CDBG) Achievement Highlights

Goals: Decent, Safe, Affordable Housing/Suitable Living Environment/Expanded Economic Opts

- \$2,960,508.10 expended on 253 home improvement program projects
- \$31,510.91 invested in 12 weatherization projects and 13 energy education sessions
- \$278,413 invested in Minor Home and Emergency Repairs by participating communities
- Actions were taken to promote fair housing choice, to address potential losses in Section 8 and other subsidized housing, to fight poverty
- \$700,096.13 invested in public services to serve the needs of 18,665 persons
- \$48,484.78 invested in accessibility improvements to public facilities, parks, and sidewalks
- \$139,263.50 invested in infrastructure including streets, sidewalks, drainage improvements
- \$201,871.03 invested in equipment for various senior centers
- \$132,307.31 invested in comprehensive housing counseling services
- \$2,960,508.10 in jobs licensed home improvement program contractors
- \$700,096.13 to public service agencies

C. PY 2005 HOME Investment Partnerships Program Achievement Highlights

Goal: Decent, Safe, Affordable Housing

- \$277,693 expended on 18 home improvement program projects

D. PY 2005 American Dream Downpayment Initiative (ADDI) Achievement Highlights

Goal: Decent, Safe, Affordable Housing

- \$70,971 expended in downpayment assistance
- Created homeownership opportunities for seven qualified first time homebuyers

E. PY 2005 Emergency Shelter Grant (ESG) Achievement Highlights

Goal: Decent, Safe, Affordable Housing/Suitable Living Environment

- \$139,394.00 expended to fund operations and maintenance and organizational support for seven shelters and essential services and homeless prevention
- Provided services for approximately 381 homeless families and individuals
- Staff in coordination with the Taskforce on Homelessness and Affordable Housing facilitated the implementation of \$2,910,779 in eleven homeless assistance grants

II. Narrative Statements

A. Assessment of Three- to Five-Year Goals and Objectives

The Oakland County 2005-2009 Consolidated Plan contained the County's housing and community development strategic plan (Five-Year Plan) identifying long-range housing and community development priorities that were broad and general in order to encompass all of the possible activities that could advance the objectives.

Goal	Input	HUD Code/Activity	Output	Outcome
Objective - Decent Housing				
Promote Decent Affordable Housing	CDBG HOME ADDI ESG Leverage	14A/H Rehabilitate owner-occupied housing	\$2,960,508.10	Improve Affordability
		14A Fund emergency/minor home repairs	\$278,413	
		14F Weatherization/Energy education	\$31,510.91	
		21 A/D Housing counseling services	\$132,307.31	
		7 Provide down payment assistance	\$70,971	
		03T Fund homeless shelters	\$139,394.00	
Objective - Suitable Living Environment				
Strengthen Communities Improve Quality of Life	CDBG Leverage	04 Demolish unsafe buildings	\$39,351.50	Improve Sustainability Improve Availability Improve Accessibility
		03I Drainage improvements	\$92,652.30	
		03L Improve sidewalk condition	\$30,795.20	
		03A Senior center improvements	\$201,871.03	
		03A Senior citizen vehicle	\$38,029.61	
		03F Upgrade park, recreational facilities	\$6,065.00	
		03 Remove architectural barriers	\$48,483.78	
		15 Code enforcement activities	\$263,189.25	
		03O Improve fire facilities/equipment	\$19,418.35	
		03N Beautify eligible areas	\$3,761.00	
05 Public Services	\$700,096.13			
Objective - Expand Economic Opportunity				
NA	Leverage	20/21A Planning & Administration	\$88,605.67	NA

PY 2005-2009 Priorities - Since 1975, Oakland County invested more than \$200 million in federal funds. In PY 2005, the County received \$6,298,093 from the U.S. Department of Housing and Urban Development (HUD). Community Development Block Grant (CDBG), Home Investment Partnerships (HOME), Emergency Shelter Grant (ESG) entitlement funds and recycled paybacks along with the competitive Comprehensive Housing Counseling Grant (CHC) help further the goals and objectives of the Consolidated Plan.

PY 2005 Available Resources

Type	Program	2005
Federal	Community Development Block Grant (CDBG)	\$4,356,395
Federal	Community Development Block Grant (CDBG) RLF Paybacks est.	\$1,500,000
Federal	Community Development Block Grant (CDBG) Program Income	\$17,234
Federal	HOME Investment Partnerships Program (HOME)	\$1,756,304
General Fund	HOME Investment Partnerships Program (HOME) Match	\$379,200
Federal	HOME Investment Partnerships Program (HOME) RLF Paybacks est.	\$800,000
Federal	Emergency Shelter Grant (ESG)	\$139,394
Federal	Comprehensive Housing Counseling Grant (CHC)	\$46,000
Total		\$8,994,527

Formula Grant Programs - The table below shows federal resources made available. Funds expended do not equal funds available as some projects are "in the works" or previous years funds were expended.

PY 2005 CAPER Financial Worksheet

Expenditures		Balances	
Community			
Projects	1,749,145.95	Projects	2,829,231.15
Administration	39,471.31	Administration	108,751.44
Planning and Management	49,134.36	Planning and Management	265,716.04
County			
Administration	845,595.88	Administration	137,749.62
Housing Counselor	132,307.31	Housing Counselor	(15,716.22)
Home Improvement Program	2,960,508.10	Home Improvement Program	1,802,979.89
Total Expenditures	5,776,162.91	Total Balances	5,128,711.89

(Does not include \$46,000 from Comprehensive Housing Counseling Grant)

Competitive Awards: Continuum of Care Homeless Assistance Programs - Oakland County and the Oakland County Taskforce on Homelessness and Affordable Housing (OCTH) combined efforts to submit a consolidated application under the 2005 HUD Continuum of Care Homeless Assistance Super NOFA. The Taskforce received \$2,910,779 for eleven projects and its full pro-rata share plus a bonus and renewal of Shelter Plus Care funds.

Competitive Awards: Comprehensive Housing Counseling Grant Program - Oakland County submitted an application under HUD's 2005 Comprehensive Housing Counseling (CHC) Grant Super NOFA. The Division received \$46,000, an increase of 17% or \$7,676 from 2004.

Leveraged Resources - The sources below leverage federal funds to benefit low-income residents:

- Required HOME Program Match from Oakland County (General Fund)
- Homeowner Cash Contributions (Private)
- Recycled Paybacks on Home Improvement Loans (Federal)
- Participating Community Contributions (Local)
- Michigan State Housing Development Authority (MSHDA) (State)
- Donations of Land and Labor (Local/Private)
- Federal Home Loan Bank (Private)
- USDA Rural Development (Federal)
- Lending Institutions (Private)
- Required Emergency Shelter Grant (ESG) Program Match (Private)
- Oakland Livingston Human Service Agency (OLHSA) Dept of Energy funds (Federal)
- Oakland County in kind administrative services (General Fund)

The Division uses several ways to obtain public and private resources to leverage federal funds in support of the needs identified in the Consolidated Plan. These mechanisms include:

- Home Improvement Program Requirements
- Community Housing Development Organization (CHDO) Program Requirements
- Recycled Payback Procedures
- Oakland County Board of Commissioner Requests
- Emergency Shelter Grant (ESG) Program Requirements
- Oakland County Business Roundtable Requests
- Donated meeting room space

B. Affirmatively Furthering Fair Housing

The Housing Counseling and Homeless Services Unit is responsible for countywide compliance with fair housing requirements and efforts to affirmatively further fair housing on behalf of participating communities. Over the last several years, the Unit has handled about 2000 calls per year with the majority on landlord-tenant, subsidized housing or fair housing matters. Each case requires comprehensive review to determine whether a fair housing violation took place. The Unit referred many calls to the Fair Housing Center of Metropolitan Detroit (FHCMD), Michigan Department of Civil Rights, or HUD Fair Housing Office.

Oakland County was one of the first communities to complete its Analysis of Impediments to Fair Housing. The Unit has worked with HUD and the FHCMD to assure complete compliance with mandated measures to affirmatively further fair housing. In 2002/2003, the County contracted with the FHCMD to conduct research and update its Analysis of Impediments to Fair Housing. In the 2003/2004 contract FHCMD began to develop a draft of an "Affirmative Action" manual for local participating communities. During PY 2005 cuts in HUD funding forced the Division to eliminate its contract with the FHCMD. The Center still serves as a resource for clients through referrals from the Housing Counseling and Homeless Services Unit.

Impediments to the Exercise of Fair Housing Choice

- Difference in treatment of housing consumers relating to protected characteristics
- Need for education of housing providers regarding fair housing laws
- Racially based housing patterns
- Low percentage of disabled population are homeowners
- Perceptions that protected classes are not welcome in some communities
- Restrictive zoning laws limit housing for disabled persons
- "Home rule" tradition
- Lack of affordable housing or funding which creates perceived discrimination patterns

Actions that Help to Address Gaps in Fair Housing Services

- Educate the general public of their rights under Fair Housing Laws
- Promote diversity in living patterns
- Participate in affordable housing programs
- Support home ownership opportunities
- Train housing providers on fair housing laws and penalties for violation

Housing Counseling and Homeless Services - For more than eighteen years the Housing Counseling and Homeless Services Unit (HUD approved agency) has been in operation. Currently it is staffed by one full time housing counselor and one full time clerical support. There have been no major deficiencies as noted by HUD under the current or previous housing counseling grants. The next review is required by September 28, 2006. The Unit provides counseling activities as specified in HUD Handbook 7610.1 Rev 4 Chapter 3 including:

- Pre and Post Home Purchase
- First Time Home Buyer
- Tenant/Landlord Relation
- Subsidized Housing
- Reverse Mortgage
- FHA/Conventional Mortgage Delinquency
- Property Tax Related Delinquency
- Foreclosure
- Fair Housing
- Predatory Lending

The Housing Counseling and Homeless Services Unit provide free services countywide. While the per capita income level of county residents is, on average, one of the highest in the United States, there is a great disparity between county high and low income levels. The low-moderate income population of Oakland County is 272,121. Of homeowners, 16.7% are spending 30% or more of their income on housing and 25.2 % of renters are spending 30% or more of their income on housing. The diverse pool of housing counseling clients includes female, senior, minority, and mentally, developmentally and physically disabled households.

First-time Homebuyer Education - The housing counselor has participated in various home buying fairs and training. However, in-office services are one on one in order to address specific client needs. When a client completes a session with the counselor they know how to develop a comprehensive budget, mortgage qualification, the best source of mortgages, and the pitfalls of land contracts and rent with option to purchase arrangements. Clients also learn how to select a location that will serve their needs and the:

- Benefits and duties of homeownership
- Importance of home inspection
- Aspects of a loan closing
- Need for timely payments
- Foreclosure procedures
- Importance of home maintenance
- Selecting an effective insurance policy
- Availability of community resources

Reverse Mortgage Counseling - The Unit provides a special service to clients in Home Equity Conversion Mortgages or (HECM). This mortgage enables older homeowners to withdraw some of the equity in their home in the form of monthly payments, a lump sum, or through a line of credit. Reverse mortgage counseling is a high priority because of the increasing needs of clients that are house rich and income poor. Many clients try to survive on social security while paying high property taxes as well as high medication and in-home service costs.

Predatory Lending - Predatory lending is a concern in areas that have large populations of low to moderate- income persons including Oakland County. The housing counselor educates clients on predatory lending practices and helps them learn how to make wise financial decisions regarding mortgages and other substantial investments.

Geographic Target Areas - The Unit serves every postal zone in Oakland County (as well as residents in adjoining counties and states). The Unit has identified Pontiac as a target area for housing counseling services. The 2004/05 "Community Profile" produced by the Oakland County Planning and Economic Development Services states that the City's:

- Population of 62,658 persons is 4.6% of the County's total population (2000)
- Median household income of \$29,658 is less than half of the County's (2000)
- Concentration of minorities is more than three times County's minority population (2000)

The population of Pontiac accounts for 4.6% of total County population. However, Pontiac residents represent nearly a third of clients served by the Unit. The housing counselor also participates in special Pontiac based projects including First-Time Homebuyer Fairs, and Parenting Expositions.

2005 Foreclosure Prevention Services

- Review foreclosure process
- Complete budget with client
- Review options to prevent foreclosure
- Assist clients to bring mortgage current
- Workout forbearance agreements to prevent foreclosure and sell to mortgage company
- Follow up on forbearance plan
- Work with families to complete loss mitigation information package
- Advocate for homeowner and work with Home Improvement Program (HIP) staff to preserve housing when notification of foreclosure and default is received for clients with HIP loans
- Serve on the board for tax delinquency show cause hearings to assist the property owner in ways they may save their home from property tax foreclosure

The Housing Counseling Unit received a 2005 Comprehensive Housing Counseling (CHC) Grant of \$46,000. During the period of 10/1/04 to 9/30/05 the Unit provided one-on-one pre-purchase, post-purchase, HECM, loss mitigation, and tenant-landlord counseling to 1,847 households. Housing Counseling delivers a full range of services to help families and individuals improve their housing conditions and meet the responsibility of tenancy and homeownership.

PY 2005 Housing Counseling Accomplishment Highlights

Clients Served	2,300
Racial/Ethnic Characteristic of Clients	White = 65.52%
	Black =32.65%
	American Indian.= 04%
	Asian= .62%
	Hispanic =1.17%
Senior Home Equity Conversion Mortgages (HECM)	Helped 34 seniors establish line of credit/cash or combination to cover monthly expenses to remain in home
Foreclosure Mitigation	Assisted 145 homeowners
Pre/Post Purchased	Assisted 144 clients
Referrals for subsidized housing & other issues	1,977

The Tax Credit Initiative Coalition (TCIC) of Oakland County – The TCIC recruits/mobilizes volunteers to help low-income families get income tax refunds and tax credits they deserve by preparing tax refunds. The Housing Counseling and Homeless Services Unit staff promote the program through various county websites, the Senior Advocate newsletter, WIC, Health Dept., Veterans Affairs and other Divisions. The Unit also identifies and helps establish various locations for tax preparation, helps develop financial literacy classes in conjunction with tax preparations and as a result 988 low income clients collected \$1,214,095 in 2005 tax refunds.

Additional PY 2005 Housing Counseling Unit Accomplishments

1. Executed grant agreement documents within 30 days
2. Submitted all performance reports (quarterly, mid-term, and final) on time
3. Expended all funds (100%) for the grant period between 10/1/04 - 9/30/05
4. Met or exceed most of the goals outlined in the CHC Program Outcome Logic Model
5. Provided pre-purchase counseling to 130 clients, 42 more than the 88 estimated.
6. Of 130 served, 4 clients purchased homes and 23 continued to become mortgage ready
7. Counseled 81 clients facing mortgage or property tax foreclosure
8. Helped prevent foreclosure for 2 homeowners
9. Counseled 151 seniors on home equity conversion mortgages (HECM)
10. Of 151 served, 34 seniors obtained a HECM
11. Assisted 1, 485 households with landlord, tenant, and subsidized housing issues
12. Resolved problems for 260 tenants
13. Distributed subsidized rental information to 1,171 residents
14. Provided over 100 tenant/landlord guide books
15. Assisted 130 first time homebuyers
16. Distributed fair housing promotional information in Spanish and English
17. Provided services equally at no charge, regardless of faith income level, or community
18. Presented reverse mortgage, foreclosure, and predatory lending session at Word of Faith
19. Promoted "Energy Star" program in pre-purchase, and down payment counseling sessions
20. Participated in various home buying fairs and classes.
21. Served all postal zones in Oakland County
22. Participated on board to help those effected by MI Property Tax Foreclosure Laws
23. Distributed "Fair Housing News" and "Referral Guide of Housing Related Agencies"
24. Distributed bilingual press releases to local officials, realtors, libraries, and media
25. Sent Fair Housing Month public service announcements to local media
26. Coordinated the County Executive's "April is Fair Housing Month" promotional campaign
27. Referred clients to Taskforce on Homelessness and Affordable Housing member agencies
28. Encouraged 789 low income residents to apply for Earned Income Tax Credits (EITC)
29. Offered services to low income renters involuntarily displaced by non-federal activities

C. Affordable Housing

Section 215 Guidelines - Oakland County has not addressed Section 215 requirements for rental units inasmuch as the County does not fund rental projects. Oakland County meets Section 215 requirements for homeownership projects as:

- 100% of HOME assisted units for households at 80% of area median income (AMI) or below
- Initial purchase price of units does not exceed 95% of the median purchase price for area
- The units serve as the principal residence of the owner
- All newly constructed housing meets energy efficiency standards
- Recapture provisions allow the County to provide assistance as a deferred loan, secured by a mortgage and note, (0% interest) payable upon property conversion and/or ownership

Worst Case Needs - Low Income Renters - In three participating communities, over 50% of renters pay more than 30% of their income on housing. Lathrup Village, Rose Township, and Royal Oak Township have 1,156 cost burdened renters. The Oakland County Housing Counseling and Homeless Services Unit offers services to low income renters and each year the Unit assists more than 2000 people with referrals and counseling.

Substandard Housing - A study of rental housing conditions will be incorporated in the Oakland County Comprehensive Housing Needs Assessment. During PY 2005, the Affordable Housing Subcommittee of the Oakland County Business Roundtable Quality of Life Committee studied the issue. This group considered census information, equalization data, and other sources to ascertain the housing quality of owner and renter units. The Committee has determined that without a comprehensive housing needs assessment the County will not be able to address worst case needs.

Involuntarily Displacement - The Housing Counseling Unit offers services to low income renters who may be involuntarily displaced as a result of non-federal funded activities. No CDBG or HOME funded activities have resulted in displacing renters.

Accessibility Needs - The needs of the disabled are addressed through:

- **Community Housing Development Organizations** - Springhill Housing Corporation (SHC) purchased and rehabilitated three housing units during the report period. Four homes were sold to either persons with disabilities or to households where a family member had a disability.
- **Housing Rehabilitation** - The Home Improvement Program (HIP) served 50 disabled homeowners in PY 2005. Disabled homeowners comprised 20% of those who received housing rehabilitation (an increase of 5% from PY 2004). Elderly homeowners received 32% of HIP loans.
- **Participating Communities** - During PY 2005, disabled persons received services through 10 underway and 11 completed public service projects. Communities also provided \$48,483.78 in accessibility upgrades through remove architectural barrier projects.

D. Continuum of Care Narrative

Homeless Needs - The primary goal of the Oakland County Taskforce on Homelessness and Affordable Housing (Taskforce) is to create a partnership, maximizing resources among a range of housing and service providers. This partnership enables members to coordinate safe and affordable housing options for the county's homeless population and to fulfill our mission to end homelessness and increase the supply of sustainable affordable housing. An important component of the continuum is to insure that all families have skills needed to maintain housing stability. This is accomplished through extensive hands on case management while emphasizing a housing first philosophy when ever possible. During the 2005 continuum of care process, the following goals were reasserted from PY 2004:

- **Create a discharge policy for the county** - A committee including the Division, Taskforce, Veteran's Affairs, the Sheriff's Department, the MI Department of Human Services, Community Mental Health, and several hospitals will work through 2005 to create a policy that ensures that discharge planning occurs well before release dates. This effort will continue into the future.
- **Create and adopt a 10-year plan to end chronic homelessness in Oakland County** - The plan is being developed through focus groups, goal setting, and planning.
- **Create additional 38 units of permanent supportive housing** - Community Housing Network and Training & Treatment Innovations received funding for and filled an additional 38 units of permanent supportive housing, scattered site leasing assistance, for disabled, homeless individuals, 10% of which were dedicated for the chronically homeless.
- **Expand the HMIS to include faith based and non-federally funded organizations** - Over 90 percent of provider agencies have agreed to participate in the program including the intermediate school districts homeless education program, the food and furniture banks, and several faith-based organizations that do not receive any federal dollars.
- **Increase awareness of homeless issues** - The OCH was successful in receiving extensive press including on the ten-year plan, follow-up articles, point-in-time census, and the McKinney Awards.

Homeless families and individuals are sheltered in emergency shelters operated by non-profits under contract with the County. A domestic violence and homeless youth shelter are both available. Beds are also available in overflow space during cold weather. In special circumstances, homeless families with no other resources, who cannot be served in shelters, are housed temporarily in area hotels.

These programs offer intensive case management, assistance with employment searches and job training, and assistance in obtaining permanent housing. The County has continued to support applications seeking funding to develop or continue programs providing housing and services to low-income and homeless individuals and families. The Oakland County community submitted 11 applications for over \$2.9 million in HUD funds. The year 2005 is the ninth year that Oakland County has followed a collaborative community-driven planning process in determining the applications to be submitted to HUD. The Oakland County Taskforce on Homelessness and Affordable Housing continued to provide oversight to the Continuum of Care process, and provided information and developed goals and objectives for the Homeless Section of the PY 2005-2009 Consolidated Plan

The Oakland County Taskforce on Homelessness and affordable Housing applied for and received \$2,910,779 from the U.S. Department of Housing and Urban Development (HUD) through a consolidated Continuum of Care application for 2005 Super NOFA Targeted Housing and Homeless Assistance funds under the Supportive Housing Program. The following projects were awarded funding during the PY 2005 Continuum of Care Super NOFA process:

PY 2005 Continuum of Care Super NOFA Priorities

Rank	Agency	Program	Amount
1	Community Housing Network	NEW - Chronic Homeless-LAP 2	\$439,141
2	Community Housing Network	HMIS	\$116,352
3	Training and Treatment Innovations	Leasing Assistance 1	\$315,554
4	Community Housing Network	Leasing Assistance 4	\$602,675
5	Lighthouse of Oakland County	PATH-Oak park	\$294,509
6	Training & Treatment Innovations	Leasing Assistance	\$335,549
7	Word Foundation/Agape House	Operations	\$105,000
8	MDCH/TTI	Shelter Plus Care	\$181,512
9	MDCH/OCCMHA	Shelter Plus Care	\$322,920
10	MDCH/Lighthouse	Shelter Plus Care	\$41,160
11	MDCH/Creative Housing	Shelter Plus Care	\$156,408
Total			\$2,910,779

The Continuum of Care applications to HUD for 2005 awarded \$2,910,779 in federal funds for one- to three-year grants. An additional \$2,781,442 in County, State, and Private resources is leveraged as match in these programs.

Funding included the approval of one-year renewals of four Shelter Plus Care projects. The Shelter Plus Care grant renewals will provide continued permanent supportive housing for 56 adults. All Shelter Plus Care grants are now renewed annually by HUD after the initial five-year grant period.

Five Supportive Housing Program grants were each renewed for one to three years. The Supportive Housing grants were renewed in accordance with HUD guidance in order to provide continued funding for currently existing services, including permanent supportive housing for 100 beds for homeless individuals and families with mental illness or dual-diagnosis, 51 beds of transitional housing serving homeless women and children.

Thirty new beds (10 for the chronically homeless) were funded to create housing for the persons who are disabled and homeless. The County's grant to administer HMIS was also renewed for a two year period to continue the implementation of the system on a county-wide basis including the homeless education project, faith based and non-federally funded programs.

The Oakland County Taskforce on Homelessness and Affordable Housing received an emergency shelter grant through MSHDA in the amount of \$272,500 to assist in the operation of emergency services. Lighthouse Emergency Services, OLHSA South, Common Ground Sanctuary Youth Emergency Shelter, South Oakland Shelter, New Bethel Outreach Ministry, HAVEN, and Place of Hope, and the OC HMIS receive funding through this grant.

During the reporting period, the County received an ESG allocation of \$139,394. Funds totaling \$131,896.32 or more than 92% were drawn as of April 30, 2006. The County also received a competitive Comprehensive Housing Counseling (CHC) Grant of \$46,000. The County drew no CHC funds from the U.S. Treasury during the CAPER reporting period.

Homeless Prevention Elements

Through its Housing Counseling Program (funded through CDBG and a Comprehensive Housing Counseling Grant), the County assists in the prevention of homelessness. This includes providing residents with education, information and referral with security deposit and eviction notices and other rental education, loss mitigation counseling, pre- and post- purchase counseling, and HECM counseling so that seniors can age in their homes.

Oakland County's Urban County CDBG program funds emergency services, chore services, and rehabilitation so that residents can remain in safe, sanitary, decent, and affordable housing.

E. Other Actions

Actions to foster and maintain affordable housing fall into several general categories, including efforts to preserve or retain existing assisted housing units, to support applications seeking funding to develop or continue programs for low-income families submitted by other entities, to improve Public Housing and resident initiatives, and to continue home improvement and repair programs. The support for grants and other funding applications addresses one of the major obstacles to underserved needs: the lack of adequate resources.

1. Preservation of Affordable Housing

Foster and Maintain Affordable Housing - Due to high real estate costs, many elderly, low income, and disabled homeowners may be unable to purchase other homes if forced to leave due to deterioration of existing housing. The County's Home Improvement Program and local minor home repair programs foster and maintain affordable housing by creating decent, safe, and sanitary housing that allows low-income homeowners to remain in their homes. Barriers to affordable housing are also addressed by Community Housing Development Organizations (CHDOs). During PY 2005, four qualified new homebuyers purchased homes through CHDO's. Oakland County's Housing Counseling Unit assists clients to find and stay in affordable housing.

The Unit works to preserve homeownership for people in jeopardy of losing their homes through reverse mortgages and foreclosure prevention activities. The Oakland County Business Roundtable Quality of Life - Affordable Housing Committee meets quarterly to develop Affordable Housing Indicators.

Eliminate Barriers to Affordable Housing - Oakland County continues to work within legal limits with participating communities to eliminate barriers to affordable housing. Participating communities sign a three-year Cooperation Agreement and annual Subrecipient Agreement that bind them to eliminate barriers to affordable housing.

The county remains committed to various housing task forces and the Continuum of Care. In 2005, the Oakland County Business Roundtable Quality of Life Committee continued its work on indicators to measure and track trends in the county's quality of life. The Quality of Life Committee included Affordable Housing as an Indicator. As support staff the Division helps to identify affordable housing barriers and solutions.

Oakland County continues outreach, information and education programs regarding Fair Housing laws, issues and enforcement avenues.

Oakland County Housing Needs Assessment - Ongoing demand for limited resources to develop affordable housing led the County to call for a comprehensive countywide Housing Needs Assessment. The information from the assessment will help the County, local municipalities, and the business community identify any gaps in housing inventory, develop strategies, create housing indicators, and prioritize limited resources to meet future housing needs across all income levels. The primary objectives of the Needs Assessment are to:

- Complete a comprehensive assessment of existing housing inventory and needs and project ten and twenty year future housing needs in Oakland County through analyses of economic and employment trends, population trends and characteristics, existing housing stock characteristics, housing cost and affordability, special housing needs (i.e. disabled, senior, homeless, large family, etc.), and planned land uses;
- Identify governmental and non-governmental constraints or impediments to meeting housing needs for all income levels;
- Inventory current housing delivery systems and resources;
- Present a list of measurable housing indicators and related data sets as a basis for Oakland County to measure various housing related elements over time. The indicators will provide a tool for Oakland County to gauge and assess future housing needs and develop recommendations to improve identified housing deficiencies affecting the quality of life in Oakland County; and
- Identify projected housing needs and propose strategies to meet these needs in each Oakland County community.

PY 2005 Housing Accomplishments

	Underway		Completed		PY Total	
	#	Disbursed	#	Disbursed	#	Disbursed
Rehab: Single-Unit Residential (14A)	46	2,036,146.15	35	151,740.74	81	2,187,886.89
Rehab: Other Public Owned Res (14D)	1	0.00	0	0.00	1	0.00
Energy Efficiency Improvements (14F)	2	0.00	2	31,510.91	4	31,510.91
Rehab Administration (14H)	5	1,031,264.10	1	0.00	6	1,031,264.10
Code Enforcement (15)	8	166,347.20	9	100,030.65	17	266,377.85
Total	62	3,233,757.45	47	283,282.30	109	3,517,039.75

2. Community Improvement Initiatives

Public Improvements - From May 1, 2005 - April 30, 2006, public improvements took place throughout participating communities. The top three public improvement expenditures were Senior Centers, Fire Station, Equipment, and Park, Recreation Facilities. During PY 2005, seventy-five projects were completed and \$454,904.87 in CDBG funds disbursed.

3. Support of Other Applications

The Division provides timely response to requests for Certificates of Consistency from various applicants for federal funds.

4. Public Housing Improvements and Resident Initiatives

Oakland County does not administer public or assisted housing. Six agencies provide public and/or assisted housing services within participating communities. Housing commissions are located in Ferndale, Madison Heights, Northville, South Lyon, and Royal Oak Township. The Michigan State Housing Development Authority (MSHDA) also provides vouchers throughout Oakland County. The mission of the Housing Authorities is to assist low-income families by expanding their housing opportunities to access safe, sanitary, decent, and affordable housing, free from discrimination, thereby promoting economic self-sufficiency. The commissions address their mission by accomplishing their own goals and objectives.

The Division provides timely response to requests for Certificates of Consistency from Public Housing Commissions in participating communities, consults with Public Housing Commissions on the development, amendments to and performance of the Consolidated Plan, and provides referrals.

5. Evaluate and Reduce Lead Based Paint Hazards

The 2005-2009 Consolidated Plan and subsequent Action Plans require the County to increase efforts to eliminate lead based paint (LBP) hazards. The County provides information and training, implements safe work practices, and provides testing services throughout its programs. During PY 2005, 230 applicants for home improvement loans received information on LBP hazards. Houses with LBP issues accounted for 78 or 34% of home improvement jobs completed in PY 2005.

6. Overcoming Gaps in the Institutional Structure

The Community & Home Improvement Division administers the CDBG, HOME, ADDI, ESG, and Comprehensive Housing Counseling Grant programs. The Division has taken steps to develop an institutional structure to enhance coordination of public and private housing and social service agencies. The Division supports the Citizens' Advisory Council, advertises each year's funding in an annual report which is distributed county wide, continually provides opportunities for municipal officials, non profit agencies and the public to participate in the process, and has spearheaded the development of a countywide Housing Needs Assessment. The Citizen's Advisory Council comprised of members from the Board of Commissioners, community officials, and local citizens, meets to oversee Division operations and provide direction including coordination of resources and overcoming gaps in institutional structure.

The Division continues to participate in cooperative endeavors with other agencies whenever such cooperation will serve to fulfill county obligations and program objectives under the Consolidated Plan and federal regulations. Oakland County is also committed to enhancing the organizational capacity of participating communities and non-profit vendors in the County. Training and technical assistance were provided during PY 2005. The County regularly conducts monitoring reviews to ensure compliance. Monitors ensure compliance with federal regulations and mandated standards of performance.

7. Ensure Compliance with Program and Planning Requirements

Program and planning requirements are met through rigorous feedback including:

- Citizens Advisory Council consultation
- Board of Commissioner oversight
- Single audits
- Monitoring
- Auditing (per OMB regulations)
- Technical Assistance Workshops
- Public hearings

From July 19-25, 2005 Office of Community Planning and Development staff from the U.S. Department of Housing and Urban Development Detroit Field Office completed a comprehensive monitoring review of the CDBG and HOME grants administered by the Division. The review conclusions were forwarded to the Division on October 24, 2005 and the Division addressed HUD findings and/or concerns in a monitoring response letter dated November 30, 2005. The HUD monitoring review focused on the following areas:

CDBG	HOME
Procurement Allowable Costs Financial Management Lead Safe Housing Eligible Activities Women & Minority Business Enterprise (W/MBE) National Objective Compliance & Program Benefit Sub-recipient Management Housing Rehabilitation	Program Progress Matching Requirements Monitoring Rehabilitation CHDO Activities

The Division offers ongoing technical assistance to its participating communities. The PY 2005 Technical Assistance Workshops provided interactive sessions for staff, board/council members, County Commissioners, and public services agencies.

8. Reduce the Number of Persons Living Below the Poverty Level

Poverty occurs throughout the communities, although certain concentrations of poverty are primarily in the older southeastern communities. Oakland County provides many services to help prevent poverty. The County's anti-poverty strategy is composed of three parts: services to help low income persons stay in their homes, services for low-income persons in crisis, and job creation activities.

Housing Services - From May 1, 2005 through April 30, 2006, Oakland County completed rehabilitation on 253 homes in 35, or 70%, of the participating communities. CDBG and HOME funds expended for the HIP totaled \$3,614,224 including program administration. During PY 2005, most of the HIP jobs were concentrated in the southeastern portion of the County. These communities represent the county's largest density of low and moderate-income households and aging housing stock. Oakland County's housing stock is overwhelmingly single-family. Many participating communities use CDBG funds for minor home repair, emergency repair, and chore programs. Project Warmth makes energy-saving repairs to the homes of persons at or below 125% of poverty. Public services funded by participating communities help ensure that emergencies do not become permanent issues.

The Housing Counseling Unit contributes by providing advice and assistance on a number of issues including renter's rights, budgeting assistance, fair housing referral, and foreclosure prevention. The Housing Counseling Unit assists seniors to secure reverse equity mortgages.

As part of its anti-poverty strategy, Oakland County has supported Lighthouse - PATH through the Emergency Shelter Grant (ESG) program. PATH provides housing for women and their children through a transitional process of job and life skills training for up to two years. This program helps alleviate poverty in one sector of the population (single-parent households).

Oakland County funds emergency and transitional shelters, and will continue to participate in, and lend support to, organizations such as the Oakland County Taskforce on Homelessness and Affordable Housing dedicated to alleviating the root causes of homelessness. The County is also committed to building the capacity of eligible Community Housing Development Organizations (CHDOs) to develop affordable housing opportunities for low and moderate-income residents.

Crisis Services - Many communities have taken the lead in providing emergency food and clothing for families in crisis. Local communities also fund minor home repair programs and home chore programs for persons unable to perform tasks such as cleaning and shopping due to age and/or physical disability or provide transportation services for senior and disabled residents. The County will continue to encourage local communities to use CDBG funds for anti-poverty projects.

Job Creation Services - The Oakland Livingston Human Services Agency provides work experience programs, and summer, as well as part-time, year-round jobs for youth. The Michigan Jobs Commission provides a job information and referral service for youth age 16 and over.

Workforce Development - The Michigan Department of Career Development awards Oakland County with Economic Dislocation and Worker Adjustment Assistance Act grants through the Job Training Partnership Act. The award assists in efforts to train and place dislocated workers into unsubsidized employment. Workforce Development also receives funding through the Workforce Investment Act, Work First Program, Employment Services Funds and Partnership for Adult Learning. The Workforce Investment Act provides job training for agencies involved in the continuum. Shelter case managers refer individuals to Workforce Development and Goodwill for job training.

Welfare to Work - Members of the OCHT are active in encouraging local Public Housing Authorities to apply for Welfare to Work Certificates and Vouchers. Many families are also involved in Welfare to Work programs offered by the local FIA office. Shelters refer families to the program and provide transportation to training sites. The State requires that all families receiving cash assistance participate in this program.

Head Start - Head Start is a child development program that has served low-income children and the special needs of children with disabilities and their families since 1965. Head Start grants go directly to local public agencies, private non-profit and for-profit organizations, and Indian Tribes and school systems to operate Head Start programs at the community level.

Disproportionate Need - Disproportionate Need defined is one racial or ethnic group displaying a noticeably greater need for housing assistance than the population as a whole. For purposes of the Consolidated Plan, a difference of ten percent in housing need data between the population as a whole and minority population is an indicator of disproportionate need.

Based on Census 2000 and CHAS Data, Hispanic renter households with 30% or less, 50% to 80%, and over 80% median income had more housing problems than White Non-Hispanic and Black Non-Hispanic renter households. At 84%, Hispanic renter households with median incomes at 30% or less had the greatest incidence of housing problems. At 73%, Black Non-Hispanic owners with median incomes between 30%-50% had the greatest incidence of housing problems compared to 56.8% for White Non-Hispanic Owners and 67.4% for Hispanic Owners.

Disproportionate Need - Housing Problems

Household by Type, Income, & Housing Problem	Total Renters			Total Owners		
	White Non-Hispanic	Black Non-Hispanic	Hispanic	White Non-Hispanic	Black Non-Hispanic	Hispanic
Household Income <=30% MFI	7,694	912	237	8,486	359	120
% with any housing problems	72.0	76.9	84.0	80.4	78.8	77.5
Household Income >30 to <=50% MFI	6,814	741	221	12,434	330	92
% with any housing problems	77.2	75.7	76.0	56.8	73.0	67.4
Household Income >50 to <=80% MFI	10,666	1,033	330	25,226	843	272
% with any housing problems	33.3	33.0	59.1	38.2	58.1	41.2
Household Income >80% MFI	25,130	2,428	636	172,512	5,877	1,960
% with any housing problems	6.4	10.3	18.6	10.4	15.0	12.0

Source: 2000 CHAS Data

Minority Homeownership - Oakland County federal resources to increase homeownership are limited to the HOME Investment Partnerships Program. However, the Housing Counseling Unit provides free services to clients including female, senior, minority, mentally ill, and developmentally and physically disabled households. Of the 2,300 clients served during PY 2004-2005, 759 or 33% were minorities. First-time homebuyer education services were provided to 144 clients during this period.

The Oakland County Home Improvement Program meets the critical need of maintaining homeownership. From May 1, 2005 - April 30, 2006, the County completed rehabilitation on 253 homes. Eighty six percent of recipients were White with the remaining fourteen percent split among the Black or African American, American Indian/Alaskan Native, Hispanic and Asian population.

To promote decent housing the 1st Time Homebuyer Strategy estimated that from PY 2005-2009 14 minority households would experience increased housing opportunities through the HOME CHDO component and American Dream Down payment Initiative.

The HOME Program funds homebuyer programs through Community Housing Development Organizations (CHDO) and the American Dream Down payment Initiative (ADDI). ADDI aims to increase the homeownership rate, especially among lower income and minority households, and to revitalize and stabilize communities. Oakland County makes the American Dream Down payment Initiative (ADDI) available to eligible first-time homebuyers.

During PY 2005, the County expended \$469,908 in HOME funds for CHDO projects. Venture Inc began construction on seven units in Royal Oak Township in July 2005. Springhill Housing Corporation acquired three units for rehabilitation and resale to qualified homebuyers. One of the units was purchased and rehabilitated for resale to a minority household.

F. Leveraging Resources

Oakland County relies on its participating communities, nonprofit agencies, and private groups to complete many housing and community development projects each year. This institutional structure brings together various groups to design activities that meet the pressing needs of the county's low-moderate income residents.

HOME Required Matching Contributions - As mandated by Congress, all projects funded with PY 2005 HOME funds including CHDO projects are subject to matching fund requirements. In accordance with federal guideline (s.92.218), Oakland County ensures that rehabilitation projects receive one-dollar of matching funds per every four dollars of HOME funds. The match is provided by the Oakland County Board of Commissioners through the County general fund.

ESG Required Matching Contributions – Emergency shelters are required to provide documentation of match upon request for reimbursement. During program year 2005, match was in excess of 100 percent of dollars drawn and included payment of staff salary from alternate resources, cash donations, the value of donated food and clothing donations, and volunteer hours at \$5.00 per hour.

G. Citizen Comments

There were no public comments

H. Self-Evaluation

Status of Grant Programs - On March 14, 2005, Oakland County submitted its PY 2005 Annual Action Plan to HUD. On May 2, 2005, HUD approved the Plan. Upon completion of the County Executive Contract Review Process, & Home Improvement staff sent "Approval to Spend" letters to participating communities on June 16, 2005. In PY 2005, the County received \$4,356,395 in revenue from the U.S. Department of Housing and Urban Development (HUD). During PY 2005, the County and its participating communities expended \$5,776,162.91 million in federal funds.

PY 2005 CAPER Financial Worksheets

Expenditures		Balances	
Community			
Projects	1,749,145.95	Projects	2,829,231.15
Administration	39,471.31	Administration	108,751.44
Planning and Management	49,134.36	Planning and Management	265,716.04
County			
Administration	845,595.88	Administration	137,749.62
Housing Counselor	132,307.31	Housing Counselor	(15,716.22)
Home Improvement Program	2,960,508.10	Home Improvement Program	1,802,979.86
Total Expenditures	5,776,162.91	Total Balances	5,128,711.89

Performance Measures – Performance Measures were incorporated into the PY 2005 Annual Action Plan and PY 2005-2009 Consolidated Plan. The measures specifically identify the goal, input, activity, output and outcome for Oakland County's programs.

Housing Needs Assessment - The Housing Needs Assessment will lead to the development of strategies and priorities for the use of limited housing resources to meet future housing needs across all income levels.

Website - The Division launched a website October 2003. During PY 2005 the site address changed from www.co.oakland.mi.us/chi to www.oakgov.com/chi. The website includes a division overview, contact lists, program information, and required forms. The most current Consolidated Plan, CAPER, Citizen Participation Plan, Annual Report and Division newsletter, and a calendar of events is also available online.

Home Investment Partnerships Program (HOME) – As of June 21, 2006 All HOME funds budgeted prior to 2003 for home improvement projects have been drawn. The Division budgeted \$1,371,640 for home improvement projects from 2003 funds. Of this amount, \$1,356,826 or 99.92% have been obligated. Funds from PY 2003 totaling \$913,259 or 83 % have been drawn. The Division budgeted \$1,364,707 in 2004 funds for home improvement projects. Of this amount \$115,070 or approximately 8% have been obligated. No PY 2004 funds have been drawn. Funds from PY 2005 have not been obligated or drawn.

During PY 2005, the County expended \$417,257 in HOME funds for CHDO projects. Venture Inc began construction on new units. Springhill Housing Corporation acquired three units for rehabilitation and resale to qualified homebuyers. Both Venture and Springhill are using a staging strategy to extend the amount of resources available to create additional units.

Status of CHDO Set Aside

Year	Budget	Expended	Units Completed
2000	\$293,376	\$214,745.00	12
2001	\$279,375	\$279,375.00	
2002	\$278,250	\$181,969.00	
2003	\$274,328	\$0	
2004	\$273,384	\$0	
2005	\$316,000	\$0	

Emergency Shelter Grant (ESG) - During the reporting period, the County received an ESG allocation of \$139,394. Eighty percent or \$111,547.31 of the total allocation was drawn as of June 21, 2006.

Comprehensive Housing Counseling Grant (CHC) - The County received a competitive Comprehensive Housing Counseling (CHC) Grant of \$46,000. The County drew no CHC funds from the U.S. Treasury during the CAPER reporting period.

Timeliness of Grant Disbursements - As a last resort for those few communities with consistently poor spending performance, the Division conducts a recapture/reallocation review each December. Allocated CDBG funds that have not been obligated after a specific number of years are subject to recapture. The County may reallocate funds to communities with a history of quick and efficient expenditures (i.e., a ratio of 1.5 or lower and no funding subject to recapture during the current review process). Depending on the "age" of an allocation, a corrective action plan or a demonstrated contractual obligation is required from the community to avoid recapture. No CDBG funds were recaptured from local communities in PY 2005.

Actual Expenditures versus Letter of Credit Disbursements - Actual expenditures may vary from the letter of credit. Poor spending performance may be a factor. Local planning priorities, contractor performance, weather, financial leveraging of projects, and participating community administrative capacity affect actual expenditure vs. letter of credit disbursements.

Activity and Strategy Impact on Identified Needs - Census 2000 affected area wide benefit activities at the local level. Changes in local demographics have forced communities to reevaluate their project priorities and in some cases move from an area wide benefit model to a more direct benefit strategy for service delivery.

Indicators that Best Describe Overall Results - Compliance with the HUD 1.5 spending performance ratio indicates the County's timely implementation of projects to serve Oakland County's low to moderate-income residents. 99.15% of all the PY 2005 expenditures benefited low-moderate income persons per IDIS – C04PR26 Report.

Targeting of Major Goals - Oakland County uses its funding, technical assistance, and planning activities to fund projects consistent with its Consolidated Plan goals and objectives, the national objectives of the Community Development Block Grant (CDBG) program and each of the three HUD goal areas. During PY 2005, the County used more than \$9 million in federal housing and community development funds to address the three HUD goal areas: Decent, Affordable Housing, Suitable Living Environment, and Expanded Economic Opportunities.

Negative Impact of Barriers on Fulfilling Strategies and Achieving Vision - There are no significant barriers in fulfilling the strategies outlined in the 2005-2009 Consolidated Plan. Decreasing resources are a constant concern; however, internal controls and dedicated technical assistance efforts with participating communities allow the Division to make every effort to achieve the most out of limited resources.

Adjustments or Improvements to Strategies and Activities - During PY 2005, the Oakland County Business Roundtable Affordable Housing Quality of Life Committee studied the affordable housing issue. The group considered Census, Equalization and specialized data sources to ascertain housing quality. The Committee determined that the Comprehensive Housing Needs Assessment is necessary to measure affordable housing needs.

III. Community Development Block Grant Narrative

A. Relationship of CDBG Funds to the Consolidated Plan

The Community Development Block Grant (CDBG) program was initiated by the Housing and Community Development Act (HCDA) of 1974. Through the CDBG program, HUD provides funds to local governments for a wide range of community development activities for low-income persons. CDBG funds are likely the most flexible federal funds available to local governments. An array of activities includes:

- Housing rehabilitation
- Down payment and other homeownership assistance
- Construction and rehabilitation of public facilities
- Removal of architectural barriers
- Public services such as transportation, chore services, and meals on wheels

Consistent with the primary goal Oakland County gives maximum feasible priority to housing, public service, and capital improvement projects that are consistent with one or more of the national grant program objectives:

- Ensure benefit to low and moderate income persons
- Aid in the prevention or elimination of slums or blighting conditions
- Meet other urgent community development needs

PY 2005 CDBG Revenues

Revenue	Amount
Federal CDBG Allocation	\$4,356,395
County Revolving Loan Fund (estimated)	\$1,500,000
Community Program Income	\$17,234
Total Revenues	\$5,873,629

PY 2005 CDBG Allocations

Allocation	Amount
Home Improvement Program Grant Funds	\$76,928
Home Improvement Revolving Loan Fund (estimated)	\$1,500,000
Energy Efficiency Improvements	\$60,000
Home Improvement Program Administration	\$1,112,650
CDBG Administration	\$681,556
Housing Counseling Grant Administration	\$101,850
Community Allocations	\$2,323,411
Community Program Income	\$17,234
Total Allocations	\$5,873,629

2005 CDBG Benefit Distribution

	Allocation	Expenditures
Classification	%	%
Benefit to Low- and Moderate-Income Persons	85	99.15
Prevention/Elimination of Slums/Blight	1	0
Meeting an Urgent Community Need	0	0
Administration and Planning	14	16.4
Total	100	N/A

PY 2005 Allocation Categorical Distribution

Project Classification	Community	County	Total
Beautification	\$15,506		\$15,506
Drainage Improvements	\$109,795		\$109,795
Fire Facility and Equipment	\$45,602		\$45,602
Historic Preservation	\$48,010		\$48,010
Parks, Recreation Facility	\$79,402		\$79,402
Senior Citizen Center	\$93,008		\$93,008
Senior Citizen Housing Support	\$5,000		\$5,000
Senior Citizen Vehicle	\$85,542		\$85,542
Sidewalk Improvements	\$73,546		\$73,546
Water/Sewer Improvements	\$6,802		\$6,802
Rehabilitation/Preservation			
Code Enforcement	\$304,525		\$304,525
Administration/Rehab.	\$18,000	\$1,112,650	\$1,130,650
Condemnation/Demolition	\$2,749		\$2,749
Emergency Rehab Program	\$13,641		\$13,641
Housing Rehabilitation		\$76,928	\$76,928
Minor Home Repair	\$255,946		\$270,946
Revolving Loan Fund (estimated)		\$1,500,000	\$1,500,000
Energy Efficiency Improvements		\$60,000	
Barrier Free Design	\$100,465		\$100,465
Public Services	\$861,149	101,850	\$962,999
Planning	\$132,240		\$132,240
Administration	\$57,483	\$681,556	\$739,039
Program Income (Minor Home Repair)	\$17,234		\$17,234
Total	2,340,645	3,532,984	\$5,873,629

Community Allocation: \$2,323,411

Community Program Income: \$17,234

Total Community Line Items: \$2,340,645

PY 2005 CDBG Expenditures Categorical Distribution

Type	2005	2000-2004
Administration/Rehabilitation	10,967.91	19,866.87
Remove Architectural Barriers	48,483.78	226,087.01
Clearance and Demolition	39,351.50	0.00
Beautification	3,761.00	8,339.00
Code Enforcement	263,189.25	365,515.78
Flood Drain Improvements	92,652.30	129,606.81
Emergency Rehab Program	236.00	14,651.95
Fire Station Equipment	19,418.35	33,655.19
Historic Preservation	0.00	34,795.27
Minor Home Repair	278,412.89	291,385.18
Public Services	699,785.13	929,486.24
Parks, Recreational Facilities	6,065.00	91,962.60
Senior Centers	201,871.03	120,812.06
Sr. Citizen Housing Support	0.00	5,000.00
Senior Citizen Vehicle	38,340.61	122,558.65
Sidewalk Improvements	30,795.20	53,767.57
Special Assessments	15,816.00	11,142.86
Street Improvements	0.00	57,130.25
Water System Imp.	0.00	29,266.54
Subtotals	1,749,145.95	2,545,029.83
Administration	39,471.31	62,267.48
Planning	49,134.36	65,335.74
Subtotals	88,605.67	127,603.22
Totals	1,837,751.62	2,672,633.05

PY 2005 Expenditures by Community

Cities	2001	2002	2003	2004	2005	Total
Auburn Hills	0.00	0.00	21,001.72	20,835.50	4,049.00	45,886.22
Berkley	0.00	8,921.62	7,407.60	264.75	0.00	16,593.97
Birmingham	0.00	504.11	4,336.50	33,209.80	0.00	38,050.41
Clarkston	0.00	443.38	0.00	0.00	1,274.11	1,717.49
Clawson	2,282.80	54,979.20	58,491.00	44,452.00	5,015.81	165,220.81
Farmington	0.00	0.00	16,765.00	11,012.61	12,405.00	40,182.61
Ferndale	0.00	0.00	8,781.69	62,900.88	379.31	72,061.88
Hazel Park	0.00	0.00	0.00	0.00	72,062.39	72,062.39
Huntington Wds	0.00	0.00	5,786.13	6,476.00	5,088.27	17,350.40
Keego Harbor	0.00	0.00	0.00	0.00	0.00	0.00
Lathrup Village	0.00	0.00	766.11	5,872.97	1,419.36	8,058.44
Madison Hghts	0.00	0.00	209.15	100,322.65	18,295.11	118,826.91
Northville (Pt.)	0.00	0.00	0.00	0.00	0.00	0.00
Novi	0.00	0.00	0.00	44,138.44	69,520.46	113,658.90
Oak Park	0.00	0.00	18,739.12	22,487.74	40,162.78	81,389.64
Orchard Lk Vlg	0.00	0.00	1,500.00	4,509.38	3,090.62	9,100.00
Pleasant Ridge	0.00	0.00	0.00	4,743.39	889.87	5,633.26
Rochester	0.00	0.00	0.00	0.00	0.00	0.00
Rochester Hills	0.00	16,579.36	23,940.30	101,292.76	38,147.53	179,959.95
South Lyon	0.00	0.00	0.00	0.00	0.00	0.00
Sylvan Lake	0.00	0.00	3,453.32	311.00	0.00	3,764.32
Troy	0.00	15,816.00	126,372.65	36,045.13	0.00	178,233.78
Walled Lake	0.00	4,383.44	6,790.40	8,610.34	1,831.10	21,615.28
Wixom	0.00	0.00	0.00	2,300.00	7,500.00	9,800.00
Townships	2001	2002	2003	2004	2005	Total
Addison	0.00	500.00	3,985.00	361.50	0.00	4,846.50
Brandon	0.00	0.00	683.60	7,262.63	1,641.97	9,588.20
Commerce	0.00	1,995.00	1,961.40	5,239.15	0.00	9,195.55
Groveland	0.00	0.00	617.62	5,281.50	11,564.43	17,463.55
Highland	0.00	10,795.20	33,677.67	6,218.31	14,015.07	64,706.25
Holly	0.00	0.00	778.00	8,678.30	468.25	9,924.55
Independence	0.00	388.08	667.51	680.42	14,177.10	15,913.11
Lyon	12,000.00	0.00	0.00	0.00	0.00	12,000.00
Milford	0.00	4,978.61	2,989.18	0.00	5,085.89	13,053.68
Oakland	0.00	0.00	0.00	1,716.86	10,626.70	12,343.56
Orion	0.00	0.00	3,447.73	28,426.74	29,314.00	61,188.47
Oxford	0.00	0.00	0.00	13,309.89	9,361.10	22,670.99
Rose.	0.00	0.00	0.00	6,798.35	14,642.37	21,440.72
Royal Oak	10,000.00	16,643.38	11,495.48	20,433.00	12,500.00	71,071.86
Springfield	0.00	0.00	1,528.62	5,365.24	5,703.90	12,597.76
West Bloomfield	0.00	0.00	45,711.18	72,571.72	9,957.35	128,240.25
White Lake	0.00	0.00	0.00	43,651.74	28,920.61	72,572.35

PY 2005 Expenditures by Community (continued)

Villages	2001	2002	2003	2004	2005	Total
Beverly Hills	0.00	0.00	909.11	10,879.76	4,215.00	16,003.87
Franklin	2,656.80	2,123.06	5,273.23	337.50	0.00	10,390.59
Holly	0.00	0.00	0.00	3,269.55	5,859.13	9,128.68
Lake Orion	0.00	254.00	0.00	0.00	2,200.00	2,454.00
Leonard	0.00	4,050.57	1,879.00	0.00	0.00	5,929.57
Milford	0.00	0.00	875.30	8,990.68	6,506.00	16,371.98
Ortonville	0.00	0.00	0.00	0.00	0.00	0.00
Oxford	0.00	0.00	0.00	0.00	3,500.00	3,500.00
Wolverine Lake	0.00	1,000.00	5,130.92	3,636.00	6,222.00	15,988.92
Totals	26,939.60	144,355.01	425,951.24	762,894.18	477,611.59	1,837,751.62

B. Use of CDBG toward National Objectives - Oakland County allocates up to 20% of CDBG for allowable administrative costs, one-third to the Home Improvement Program (HIP), and two-thirds to participating communities. During PY 2005, all applicable CDBG funds were used to benefit low and moderate-income individuals/households or to prevent/eliminate slums and/or blighted conditions. Administrative funds supported these efforts. During PY 2005, the participating communities expended a total of \$1,837,751.62 in CDBG funds. National objective highlights include:

PY 2005 National Objective Accomplishments

National Objective	Goal	Accomplishment
L/M Benefit	\$3,000,000 to Home Improvement Program (HIP)	\$3,614,224 expended
L/M Benefit	Upgrade 250 single family owner occupied units	253 HIP jobs completed
L/M Benefit	Help eliminate Lead Based Paint (LBP) hazards	34% of HIP jobs completed 253 applicants given LBP info
L/M Benefit	Encourage eligible homeowners to apply for HIP	32% of HIP loans to the elderly
L/M Benefit	Educate seniors on HIP	HIP presentations at Senior Centers, Distribution of Annual Report & Referral Guide
L/M Benefit	Provide housing counseling to 70 seniors	34 clients with HECM's
L/M Benefit	Help communities invest in the elderly	\$461,717.41 - senior services
L/M Benefit	HIP loans to disabled persons	50 disabled persons served

Clearance and Demolition – During PY 2005 there were four Clearance and Demolition projects underway. There was \$62,944.89 in CDBG funds disbursed during PY 2005.

PY 2005 Clearance and Demolition Disbursements

	Underway		Completed		PY Total	
	#	Disbursed	#	Disbursed	#	Disbursed
Acquisition (01)	0	0.00	2	23,593.39	2	23,593.39
Clearance and Demolition (04)	4	1,616.62	4	37,734.88	8	39,351.50
Total	4	1,616.62	6	61,328.27	10	62,944.89

Planning/Administration - From May 1, 2005 through April 30, 2006, there were ninety-four Planning/Administration projects throughout participating communities. The fifty-nine underway projects and thirty-five completed projects totaled \$1,052,133.39 in disbursed funds.

PY 2005 Planning/Administration Disbursements

	Underway		Completed		PY Total	
	#	Disbursed	#	Disbursed	#	Disbursed
Planning (20)	34	10,086.33	22	43,263.03	56	53,349.36
General Program Admin (21A)	25	974,783.03	11	24,001.00	36	998,784.03
Fair Housing - subject to cap (21D)	<u>0</u>	<u>0.00</u>	<u>2</u>	<u>0.00</u>	<u>2</u>	<u>0.00</u>
Total	59	984,869.36	35	67,264.03	94	1,052,133.39

Public Services - From May 1, 2005 through April 30, 2006, public service activities took place throughout participating communities. There were 181 underway and 127 completed projects totaling \$995,482.14 in CDBG funds disbursed. On the IDIS C04PR 26 report there was an adjustment to compute the total Public Service obligation for the program year period from the \$995,482.14 to \$700,096.13. The difference of \$295,386.01 is attributed to funds that were drawn during the previous program year and again drawn during this program year. This adjustment is related to the categorization of senior transportation vehicles as public facilities.

PY 2005 Public Services Disbursements

	Underway		Completed		PY Total	
	#	Disbursed	#	Disbursed	#	Disbursed
Public Services - General (05)	64	107,475.97	44	167,746.16	108	275,222.13
Senior Services (05A)	46	67,582.11	25	394,135.30	71	461,717.41
Disabled Services (05B)	10	9,050.54	11	19,415.25	21	28,465.79
Legal Services (05C)	0	0.00	1	2,300.00	1	2,300.00
Youth Services (05D)	23	21,361.88	14	42,354.41	37	63,716.29
Transportation Services (05E)	12	60,843.56	8	20,534.96	20	81,378.52
Battered/Abused Spouses (05G)	<u>26</u>	<u>19,919.10</u>	<u>24</u>	<u>62,762.90</u>	<u>50</u>	<u>82,682.00</u>
Total	181	286,233.16	127	709,248.98	308	995,482.14

Public Improvements – During PY 2005, public improvements took place throughout participating communities. The top three public improvement expenditures were Senior Centers, Flood Drain Improvements, and Public Facilities and Improvements General. During PY 2005, one hundred and ninety-eight projects were completed and \$454,904.87 in CDBG funds disbursed.

PY 2005 Public Facilities/Improvements Disbursements

	Underway		Completed		PY Total	
	#	Disbursed	#	Disbursed	#	Disbursed
Public Facilities and Improv - Gen (03)	32	11,948.34	25	53,667.75	57	65,616.09
Senior Centers (03A)	43	70,032.78	28	167,880.46	71	237,913.24
Parks and Recreational Facilities (03F)	15	6,065.00	3	0.00	18	6,065.00
Flood and Drainage Facilities (03I)	3	92,652.30	2	0.00	5	92,652.30
Water/Sewer Improvements (03J)	4	0.00	2	0.00	6	0.00
Street Improvements (03K)	5	0.00	4	15,816.00	9	15,816.00
Sidewalks (03L)	10	20,000.00	6	10,795.20	16	30,795.20
Tree Planting (03N)	2	0.00	0	0.00	2	0.00
Fire Stations/Equipment (03O)	2	47.04	2	6,000.00	4	6,047.04
Non-Residential Historic Preservation (16B)	<u>7</u>	<u>0.00</u>	<u>2</u>	<u>0.00</u>	<u>9</u>	<u>0.00</u>
Total	123	200,745.46	75	254,159.41	198	454,904.87

PY 2005 Accomplishments

	UNDERWAY	COMPLETED	TOTAL
ACQUISITION			
Clearance & Demolition (04) Housing Units	7	8	15
HOUSING			
Rehab: Single-Unit Residential (14A) Housing Units	105	152	257
Energy Efficiency Improvements (14F) Housing Units	0	12	12
Code Enforcement (15) Persons	<u>40,661</u>	<u>2,791</u>	<u>43,452</u>
CATEGORY TOTALS			
Persons	40,661	2,791	43,452
Housing Units	105	164	269
PUBLIC FACILITIES/IMPROVEMENTS			
Public Facilities and Improvements - General (03)			
Persons	795	2	797
Public Facilities	3	12	15
Senior Centers (03A)			
Public Facilities	9	109	118
Parks and Recreational Facilities (03F)			
Public Facilities	2	0	2
Flood and Drainage Facilities (03I)			
Public Facilities	1	0	1
Sidewalks (03L)			
Persons	0	1	1
Fire Stations/Equipment (03O)			
Public Facilities	<u>0</u>	<u>1</u>	<u>1</u>
CATEGORY TOTALS			
Persons	795	3	798
Public Facilities	15	122	137
PUBLIC SERVICES			
Public Services - General (05)			
Persons	429	2,663	3,092
Senior Services (05A)			
Persons	2,109	3,803	5,912
Services for the Disabled (05B)			
Persons	2,024	275	2,299
Legal Services (05C)			
Persons	0	21	21
Youth Services (05D)			
Persons	96	238	334
Transportation Services (05E)			
Persons	6,127	268	6,395
Battered and Abused Spouses (05G)			
Persons	<u>157</u>	<u>455</u>	<u>612</u>
CATEGORY TOTALS			
Persons	10,942	7,723	18,665
TOTAL FROM C04MA04			
Persons	52,398	10,517	62,915
Housing Units	112	172	284
Public Facilities	15	122	137

C. Changes in Program Objectives

In PY 2005, Oakland County exceeded its 15% public service cap when it previously categorized senior center transportation vehicles as public services rather than public facilities. The vehicles in Farmington, Huntington Woods, Brandon Township, Commerce Township, Groveland Township, Independence Township, Milford Township, and White Lake Township were all recoded as public services. HUD determined that the County's action in this matter were inadvertent and did not require the County to reimburse its letter of credit for excessive public service disbursements occurring prior to the start of PY 2005. All future senior center transportation vehicles will be coded as public services.

D. Efforts in Carrying Out Grantee's Certifications

Oakland County generally pursued the resources identified in the Consolidated Plan. The County was very successful in the Continuum of Care process, as discussed in the "Other Activities" section of this document.

E. Compliance with National Objectives

In Program Year 31, Oakland County used federal HUD funds exclusively for the two national objectives, and was in compliance with the overall benefit certification. The two national objectives are: (1) Activities benefiting low and moderate income persons and (2) Activities, which aid in the prevention or elimination of slums or blight.

F. Additional Narratives

1. Limited Clientele

Oakland County and its sub-recipients undertook activities serving a limited clientele of low and moderate income. This clientele either fell into the category of 1) presumed low and moderate income benefit, 2) the programs required information on family size and income to show that at least 36.1% of the clientele were persons not exceeding low and moderate income benefit limits, 3) the programs had income eligibility requirements which limited the activities exclusively to low and moderate income persons, or 4) the activities were of such nature or in such location that it may be concluded that the activities were serving clients of low and moderate income.

2. Program Income

The program income generated by the City of Novi in PY 2004 was returned as part of their PY 2005 allocation. The \$17,234 in program income is from the sale of a piece of real property and the City elected to allocate the program income to the eligible activity of Minor Home Repair to serve 20 eligible households. During PY 2005, Oakland County received \$1,416,088.02 in program income through CDBG recycled paybacks and \$727,630 through HOME recycled paybacks. The County received and spent these funded on the Home Improvement Program. There are approximately 2,029 loans outstanding from the Home Improvement Program. These loans vary from 0% (HOME) to 3% (CDBG) and have either deferred or 360 month terms.

3. Rehabilitation

a. Home Improvement Loan Program

A program administered by the Oakland County Community & Home Improvement Division of low interest loans to low and moderate income residents for home rehabilitation assistance. The HOME program funds Home Improvement Program (HIP) loans to low-income persons and CDBG funds moderate-income loans. HIP interest rates vary from zero to three percent depending on income. All loan paybacks from the HIP are recycled to provide additional home improvement funding. Low and moderate-income homeowners in participating communities are eligible to apply. The HIP currently provides loans of up to \$18,000.00 (with a \$2,000 contingency) to make a variety of health and safety repairs. The following chart illustrates both the CDBG and HOME funded HIP jobs. The chart reflects numbers after the loan closing but before completed construction.

During PY 2005, Oakland County completed home improvement program (HIP) housing rehabilitation of 253 homes in 35, or 70%, of participating communities. CDBG and HOME funds expended for the HIP totaled \$3,614,208 including administration. Seventy three percent or 167 households received promotional materials on the HIP. During this period, 54% of HIP jobs were in seven southeastern communities of Hazel Park, Ferndale, Madison Heights, Oak Park, Berkley, Clawson, and Royal Oak Township. These municipalities represent 14% of the participating communities and contain the majority of the County's older housing stock.

PY 2001 - 2005 Home Improvement Program Accomplishments

PY	HIP Completed	Communities Represented	Total Investment	Average Loan Amount
2001	269	68%	\$4,770,591	\$17,735
2002	208	64%	\$3,525,385	\$17,197
2003	237	76%	\$4,709,839	\$16,677
2004	244/228	74%	\$3,668,762	\$16,378
2005	253	70%	\$3,614,224	\$15,783

PY 2005 Characteristics of Home Improvement Program Recipients

Total	A	B	E	F	G	H	I	J	M	P	Q	R
	230	23	217	26	1	3	1	50	81	64	188	147

Characteristic Definitions

A =	Small Family (1-4)	J =	Disabled
B =	Large Family (5+)	K =	American Indian/Alaskan Native & White
C =	Native Hawaiian/Other Pacific Islander	K1 =	Asian & White
D =	Other Multi-Racial	K2 =	Black/African American & White
E =	White	K3 =	American Indian/Alaskan Native & White
F =	Black	M =	Elderly (62+)
G =	American Indian/Alaskan Native	P =	Low/Moderate Income (80%)
H =	Hispanic	Q =	Extremely Low Income (30%)
I =	Asian	Q1 =	Very Low Income (31%-50%)
		Q2 =	Very Low Income (51-60%)
		R =	Female Head of Household

Elderly homeowners received 31% of HIP loans. Eighty five percent of recipients were White with 15% Black, American Indian/Alaskan Native, Hispanic, and Asian recipients. Disabled homeowners received 19% of HIP loans and 57% of the loans were to female head of households.

Home Improvement Program Activity PY 2003-2005

PY	SE Community Projects	SE Census Tracts	Completions for Entire Area	% of Total for Entire Area	Loan Limit
2003	127	1750, 1751, 1752, 1753, 1730, 1731, 1733, 1734, 1735, 1736,	237	54%	\$18,000
2004	146	1810, 1811, 1812, 1813, 1814, 1815, 1816, 1710, 1711, 1712,	244	60%	\$18,000
2005	152	1713, 1714, 1715, 1716, 1702, 1704, 1800, 1801, 1802, 1803, 1724, 1725	253	60%	\$18,000

b. Minor Home Repair - A program administered by participating communities to provide labor and materials required for minor repairs to homes of low and moderate income elderly and/or disabled residents. The program also makes accessibility modifications that allow disabled homeowners or family members to remain in their homes. Repairs were completed on 105 homes through the Minor Home Repair and Emergency Minor Home Repair Programs. Funding sources for this program included \$278,649 in CDBG funds.

c. Weatherization and Energy Education - In PY 2005, Project Warmth of Oakland Livingston Human Service Agency (OLHSA) received \$60,000 for energy education workshops. During this period Project Warmth spent \$31,510.91 on 12 weatherization projects and 13 energy education sessions. The energy education sessions were attended by 258 clients.

d. Spending Performance - Spending performance is critical to meet the legislative intent of the CDBG program. Oakland County continues to work with local communities to assure timely spending performance. A plan to build staff capacity, streamline monitoring efforts and enhance technical assistance at the local level is in place. The Oakland County CDBG program accomplished a 1.28 spending performance ratio on February 28, 2006, sixty days before the end of the 2005 program year.

e. Relocation - No CDBG funds were used for acquisition or demolition of occupied real property in PY 2005. No displacement occurred during the investment in occupied single-family housing rehabilitation.

f. Economic Development Activities - During PY 2005, Oakland County did not use CDBG funds for this activity.

g. Neighborhood Revitalization Strategy - Oakland County does not have a Neighborhood Revitalization Strategy.

h. Monitoring - As described in 24 CFR 85.40, Oakland County is responsible for monitoring its participating communities/agencies to ensure compliance with all applicable Federal requirements. This includes individual project goals and requirements for the Community Development Block Grant (CDBG), HOME Investment Partnership Act (HOME), and Emergency Shelter Grant (ESG) programs. The Community & Home Improvement Division uses several techniques to review community/agency compliance.

Role of Oakland County Community & Home Improvement - The Division's role is to assure community/agency understanding of program requirements through technical assistance, training, source materials, and monitoring. Wherever possible, corrections occur through discussion, technical assistance or negotiation without need for on site monitoring. In addition to the desk evaluation process, the Division normally conducts biennial on-site monitoring of each community/agency based on a formal risk assessment. At least one biennial monitoring visit is required for recipients of Community Development Block Grant (CDBG) funds. All HOME Investment Partnership Program (HOME) and Emergency Shelter Grant (ESG) recipients receive on-site monitoring each year. As situations dictate, the Division provides additional on-site monitoring and/or technical assistance. HUD guidance at CPD 04-12 "Implementing Risk Analysis for Monitoring Community Planning and Development Grant Programs" was used by the Division to develop a Monitoring Risk Assessment. The Risk Assessment scores factors including financial, satisfaction, services, and management on high, medium or low risk. Once scores are tallied from highest to lowest, fifty percent of the communities/agencies with the highest scores receive on-site monitoring. Those considered "high risk" receive on-site monitoring first to head off potential noncompliance. Medium and low risk communities/agencies receive on-site evaluations at the earliest possible date after high-risk communities/agencies. Medium risks receive priority over low risk communities/agencies.

Desk Evaluation - Desk evaluation is an ongoing process of reviewing community/agency performance using available data. This process takes place within the Community & Home Improvement Division and does not generally involve community/agency participation beyond submission of requested information. The Division may review various items and use program references including federal regulations and OMB Circulars during a desk evaluation:

On-Site Monitoring - The Division will notify communities/agencies of the time and date for the on-site monitoring visit. Notification to the community/agency approximately two weeks before the visit will identify areas to monitor, documentation to be available, and staff to be present.

Monitoring Visit - When conducting an on-site monitoring visit, the Division:

- Conduct an entrance interview with key staff;
- Review all pertinent files for necessary documentation;
- Interview appropriate officials, staff, clientele, and citizens to discuss performance;
- Visit the project site(s) or a sampling of projects;
- Discuss any discrepancies from review of files, interviews and site visits;
- Conduct exit interview with appropriate officials/staff to discuss findings

Monitoring Results - The Division sends an official letter that reports the results of the monitoring to the authorized agency official within thirty days of the visit. This letter generally contains the following:

- Name of community/agency monitored;
- Date(s) of visit;
- Name(s) of Division staff who conducted monitoring;
- Scope of the monitoring;
- Names of key staff involved in monitoring;
- Result of monitoring, both positive and negative, supported by facts considered in conclusions;
- Specific comments, concerns, findings, or sanctions to be addressed
- Specific recommendations or corrective actions to be taken;
- Time frame for completion of necessary action(s);
- If appropriate, an offer of technical assistance.

Follow-up Action - In order to help educate community/agency officials and build capacity to administer program activities, Oakland County develops tailored work plans for specified high-risk communities. The work plans include strategies and technical assistance opportunities for training in various program deficiencies. Concerns or findings identified during the monitoring visit must include recommendations and corrective actions to be taken by the community/agency. Response to these items must take place within the mandated time noted in the monitoring letter. In the event that the community/agency fails to meet a target date for taking action the authorized official receives a written request for response. If the community/agency does not sufficiently respond, future payments to the community/agency may be withheld until the required action is taken and determined acceptable. If it is determined that actions by the community/agency are unacceptable funds will be withheld until the required action occurs.

Resolving Monitoring Concerns and Findings - Once the Division is satisfied with its review of documentation on action taken by the community/agency a letter is mailed to the community/agency authorized official stating that the concerns and findings were resolved.

Internal Monitoring Reports and Records - Oakland County staff maintains monitoring reports and records for each community/agency.

i. Women and Minority Business Enterprises (WMBE) Outreach – Based upon a HUD recommended corrective action the Division plans to revise its procurement guidelines to incorporate active solicitation of W/MBE contractor's for public improvement projects. A W/MBE solicitation list along with instructions will be developed, incorporated into the bidders' package, and discussed at all pre-construction conferences for PY 2006 public improvement projects.

The County has also implemented the following Women and Minority Business Enterprises (WMBE) outreach programs:

- Technical Assistance will be provided beginning in PY 2006 with a Procurement Workshop for all participating communities to attend. W/MBE solicitation will also be emphasized at the Annual Application Workshop held each fall.
- The Department of Economic Development & Community Affairs hosts a "Bid & Breakfast" outreach program for potential W/MBE vendors. The Community & Home Improvement Division will be a prominent participant at this event to discuss federal funding opportunities.
- Oakland County biennial monitoring visits will include instruction and discussion on how to actively solicit W/MBE contractors.
- The Contract Compliance Unit will provide W/MBE instruction on an on-going as-needed basis.
- Oakland County will instruct communities to include invitations to W/MBE firms to bid as equal opportunity initiative in bid advertisements.

Community & Home Improvement will compile a W/MBE solicitation list in accordance with the spirit of 24 CFR 85.36 (e) for distribution to participating communities and inclusion in bid packages. The list will include vendors/contractors from the most recent HUD 2516 report and the Oakland County Purchasing Division. Based on recommendations from the Michigan Department of Civil Rights, the Division will also incorporate W/MBE vendors/contractors obtained from the Wayne County Human Resources Department and the Michigan Department of Transportation. The Division will also include "fair and open competition and equal opportunity" language in each bid solicitation and advertisement and by advertising in periodicals that solicit potential W/MBE firms. The County will encourage its CDBG partners to use these publications for bid advertisements.

During the CAPER period, W/MBE contractors were invited to bid on 253 home improvement jobs and eighteen (7%) of the HOME financed jobs were awarded to W/MBE (see Part III of HUD Form 40107). Twenty-three or 9% of the CDBG funded home improvement jobs were awarded to W/MBE. To encourage Community Housing Development Organizations CHDOs to bid to W/MBE contractors, the County shares its bid list. W/MBE contractors completed fifty percent of the units rehabilitated with HOME CHDO funds during the reporting period.

Based upon the HUD 2516 report for the period of October 1, 2004 - September 30, 2005 W/MBE contractors received 35 CDBG and HOME funded housing rehabilitation projects through the Home Improvement Program. W/MBE contractors also received four community level contractors located in the City of Birmingham and the Township of Highland.

IV. HOME Narrative

A. HOME Funds and Housing Needs Priorities

The HOME program developed as a result of the National Affordable Housing Act of 1990. HOME provides federal funds for the development and rehabilitation of affordable rental and ownership housing for low-income households (defined as below 80% of area median income). The program gives local governments the flexibility to fund a wide range of affordable housing activities through housing partnerships with private industry and non-profit organizations. HOME funds can be used for activities that promote affordable rental housing and homeownership, including:

- Building acquisition
- New construction and reconstruction
- Moderate or substantial rehabilitation
- Homebuyer assistance
- Tenant-based assistance

Strict requirements govern the use of HOME funds. The use of HOME funds for activities that target low-income families and a 25% non-federal match are two of the programs major requirements.

PY 2005 HOME Revenues

Revenue	Amount
HOME Allocation	\$1,685,333
ADDI Allocation	\$70,971
Match Obligation	\$379,200
HOME Revolving Loan Fund est.	\$780,000
Total	\$2,915,504

PY 2005 HOME Allocations

Allocation	HOME	Match (25%)	RLF (est)	Total
Home Improvement Program	\$1,264,000	\$316,000	\$780,000	\$2,360,000
CHDO Activities (15% of HOME Allocation) Community Housing Development Organizations	\$252,800	\$63,200		\$316,000
American Dream Downpayment Initiative	\$70,971	NA		\$70,971
County Administration (10% of HOME)	\$168,533	NA		\$168,533
Total	\$1,756,304	\$379,200	\$780,000	\$2,915,504

HOME program requires a 25% match allocated for housing rehabilitation and/or new construction activities.

Community Housing Development Organizations (CHDOs) - During PY 2005, the following CHDOs continued their Homebuyer Assistance Programs.

Venture, Inc is a subsidiary of Oakland Livingston Human Service Agency. In September 2003, Venture received a two-year contract for \$459,407 in HOME Program set aside funds. The new construction project for five homes is located in Royal Oak Township and the homes will be sold to low (less than 80%AMI) income households. Increased acquisition costs, unclear title and changes in township leadership caused delays in property purchase. Construction began in late 2005 for seven homes which were completed in mid May, 2006.

The 1,200+ square foot homes are cape-cod style with 3 bedrooms, 2 baths and full basements. Four homes have sales pending. The two additional homes built in Royal Oak Township during 2005 were built, in part from the proceeds of the homes built and sold under the 2000 contract, as a continuation of the 2000 contract.

All seven of these homes are built to meet the Building America criteria. Building America is a joint project of DOE and EPA which surpasses the Energy Star criteria. Highlights of the construction include 90% efficient closed combustion furnaces, Energy Star thermal pane windows, ventilation systems, low flow shower heads, compact fluorescent light bulbs, energy star appliances, R-44 attic insulation, R-19 wall insulation, and R-13 insulation in the basement. The homes were tested by Building Science and met the 5-Star energy Star criteria.

Springhill Housing Corporation (SHC) In September 2003, Springhill received a two-year contract in the amount of \$459,408 for acquisition and rehabilitation of seven units through out Oakland County. Five homes were purchased and rehabilitation was completed on three units, and one was sold during the previous program year. During PY 2005 Springhill purchased the final two houses under this contract, completed rehabilitation on three and sold four units. All units were sold to persons with disabilities at 50-60% AMI. One house is nearing rehabilitation completion and two sales are pending.

“HOME” HOMEBUYER PROGRAM

The HOME Program funds Community Housing Development Organizations (CHDOs) to develop affordable housing for sale to low income homebuyers. Venture Inc. developed 5 new houses during the program year in Royal Oak Township. Three homes have been purchased to date by minority homebuyers. Springhill Corp. developed 7 affordable houses for 1 disabled minority and 6 disabled white homebuyers in Berkley, Hazel Park, Oxford Village, Ferndale, Madison Heights and Auburn Hills.

Monitoring - The HOME program requires monitoring actions for the HOME-funded portion of the Home Improvement Program and for the CHDO set-aside. Monitoring of the HOME-funded portion of the Home Improvement Program occurs during the CDBG review cycle. CHDOs are subject to annual program and monthly reviews of financial and other reports by the Division. Division staff conducts on-site property inspections during the construction or rehabilitation of housing by CHDOs using Oakland County HOME funds. These inspections ensure that housing meets Michigan Housing Code. During PY 2005 both Venture, Inc and Springhill Housing Corporation were monitored on site by the Oakland County CHDO team. Although each Agency had several comments/concerns neither had findings and any issues were addressed in subsequent responses.

American Dream Down payment Initiative (ADDI) - The American Dream Down payment Initiative (ADDI) became law on December 16, 2003. The American Dream Down payment Assistance Act authorizes up to \$200 million annually for fiscal years 2004 - 2007. ADDI is part of the County's HOME Investment Partnerships Program. The Program aims to increase the homeownership rate, especially among lower income and minority households, and to revitalize and stabilize communities. ADDI assists low-income first-time homebuyers in purchasing single-family homes by providing funds for down payment and closing costs. Oakland County received \$70,971 in ADDI funds for PY 2005. During this year 18 applications were received and seven loans were closed. Five female head of household, two of which were minority households applied for the program. All loan recipients were at 80% AMI. Currently six ADDI approved applicants are looking for homes. The Division, in partnership with participating financial Institutions, evaluated homebuyer suitability. No ADDI funds were used for administrative costs.

ADDI Home Purchases (May 1, 2005 – April 30, 2006)

Quarter	Community	Purchase Price	Purchaser's Income	Family Size
1 st	Oak Park	\$96,000	80% AMI	1
1 st	Auburn Hills	\$152,900	80% AMI	3
1 st	Lathrup Village	\$98,900	80% AMI	1
3 rd	Berkley	\$130,000	80% AMI	1
3 rd	Orion Township	\$123,000	80% AMI	1
4 th	Holly Village	\$127,605	80% AMI	1
4 th	West Bloomfield	\$149,900	80% AMI	1

B. HOME Match Report

See Attachment II.

C. HOME Contracts & Subcontracts with Minority/Women's Business Enterprises Report

See Attachment III.

D. Assessment of HOME-assisted Projects, Affirmative Marketing and Outreach

Housing that is constructed or rehabilitated with HOME funds must meet all applicable local codes, rehabilitation standards, and ordinances at the time of project completion. Income limits are reviewed annually. Minority and women-owned businesses are encouraged to participate in HOME projects. General contractors are encouraged to reach out to qualified minority and women business enterprises through advertising to increase the likelihood of participation in available contracts. The County maintains a list of licensed, insured, and lead certified contractors for the home improvement program. Eligible contractors bid on home improvement jobs on an alternating basis.

During the CAPER period, W/MBE contractors were invited to bid on 127 home improvement jobs assisted with HOME funds and eighteen (7%) of the jobs were awarded to W/MBE (see Part III of HUD Form 40107). Twenty-three or 9% of the CDBG funded home improvement jobs were awarded to W/MBE. To encourage Community Housing Development Organizations CHDOs to bid to W/MBE contractors, the County shares its bid list. W/MBE contractors completed fifty percent of the units rehabilitated with HOME CHDO funds during the reporting period.

V. ESG Narrative

A. Activities Supported with ESG Funds

The primary objective of Oakland County's Emergency Shelter Grant Program (ESG) is to expand and improve the quality of existing emergency shelters. Local non-profit organizations receive funds to support operating expenses such as maintenance, insurance, utilities, and furnishings as well as essential service expenses and organizational support (shelter administration) costs as provided by ESG regulations. Assessment of the seven shelters that participated in the 2005 Oakland County Emergency Shelter Grant (ESG) program reveals 1,870 men, women, and children used these facilities from May 1, 2005 - April 30, 2006. Homelessness continues to be a countywide problem.

PY 2005 ESG Client Demographics

Race/Ethnicity of Persons Served through Oakland County ESG Program	
White - 535 (28.6%)	American Indian - 6
Black - 1,181 (63.2%)	American Indian/White - 4
Asian - Black/White - 103 (5.5%)	American Indian/Black - 7
Other Multi-Racial - 25 (1.3%)	Hispanic - 89 (4.76%)

Inventory of Facilities and Assistance Serving the Homeless - The seven shelters that received 2005 ESG program funds are the South Oakland Shelter (SOS), Place of Hope Warming Center, HAVEN (Help Against Violent Encounters Now), New Bethel Outreach Ministry, Lighthouse PATH, Children of Today International Youth (COTIY), and the Common Ground Sanctuary (A Step Forward and Graduate Apartment Program). Each participating shelter provides services for residents from all parts of Oakland County. Place of Hope, HAVEN, COTIY, and New Bethel Outreach Ministry are all located in the City of Pontiac. Lighthouse PATH is located in Pontiac and provides added services in the City of Oak Park. The Common Ground Sanctuary is located in the City of Royal Oak. All of the shelters except the South Oakland Shelter are permanently sited. SOS rotates its site each week throughout many of the County's CDBG participating jurisdictions. This cross mix of shelters addresses the needs of the various sub-populations of homeless including the chronic homeless, persons with disabilities (mental, physical, and developmental), individuals with substance abuse issues, families with children, veterans, domestic violence, and run-away youth.

PY 2005 ESG Allocations

Project Classification	Amount
Operations and Maintenance Expenses	\$ 83,636
Essential Services Expenses	\$ 41,818
Organizational Support (Shelter Administration)	\$ 13,940
Total	\$139,394

The Oakland County Task Force on Homelessness & Affordable Housing provided leadership in developing the competitive federal "Continuum of Care" Grant application totaling \$2.9 million. Program funds are targeted to homeless assistance programs administered by Oakland County public service agencies.

B. Funds Used to Meet Match Requirements of ESG Program

Shelters are required to provide documentation of match upon request for reimbursement. During program year 2005, match was in excess of 100 percent of dollars drawn and included payment of staff salary from alternate resources, cash donations, the value of donated food and clothing donations, and volunteer hours at \$5.00 per hour.

ESG Monitoring - Emergency shelters are acquainted with federal requirements regarding audit, purchasing, and administration during the ESG application process. Staff meets with all new shelter directors for an orientation to the program. Staff will also meet with shelter directors on request to resolve program-related issues. A spending performance review occurs at the time of reimbursement. The ESG program is subject to audit by the Community & Home Improvement Division staff and outside firms. All shelters were monitored by County Auditing staff in 2005. Community & Home Improvement Division staff will complete a monitoring visit during PY2006.

Shelters are required to provide documentation including billing statement with date of service, a description of service or item purchased, and a copy of cancelled check before reimbursement will be made. A sample of disbursement requests are checked by staff at a monitoring visit.

A monthly utilization report is required. A sampling of this report is cross-checked during monitoring visits. The contract further requires each shelter to provide needed demographic information, some of which is obtained through HMIS. There has been no problem collecting this information.

Homeless Discharge Coordination Chart

Publicly Funded Institution(s) or System(s) of Care in Continuum of Care Geographic Area	Initial Discussion	Protocol in Development	Formal Protocol Finalized*	Formal Protocol Implemented*
Foster Care	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Health Care	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Mental Health	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Corrections	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
<p>Foster Care: The Michigan Department of Human Services has established and implemented formal protocols throughout its system (CFF 950) to assure that youth “aging out” of foster care are not discharged into homelessness. The “Youth in Transition Program” prepares eligible foster-care teens for living independently by providing educational support, job training, independent living skills training, self-esteem counseling, and other supports to equip teens with educational, vocational, and psychological skills to function as independent self-sufficient adults. Case planning for transition actually begins with all youth in foster care (14-21) several years prior to their discharge, in accord with CFF 722-6 (Independent Living Preparation). A treatment plan and services agreement (RFF67 and RFF 69) – including attention to locating suitable living arrangements and assistance in moving in to housing (CFF 722-7) – must be completed for each individual prior to systems discharge. Oakland County Department of Human Services follows this protocol.</p>				

Publicly Funded Institution(s) or System(s) of Care in Continuum of Care Geographic Area	Initial Discussion	Protocol in Development	Formal Protocol Finalized*	Formal Protocol Implemented*
Foster Care	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Health Care	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Mental Health	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Corrections	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

Health Care: There is not a publicly funded health care delivery system in Oakland County that institutionalizes individuals. As such, discharge issues for persons leaving primary health care facilities in Oakland County must be addressed through coordination with private hospital social work departments. These hospitals are actively participating in our Discharge Coordination Policy planning group and have written discharge policies implemented. Oakland County has one Federally Qualified Health Center (FQHC), a walk-in clinic, and one part-time walk-in health care clinic specifically for the homeless. These providers work to assure that housing issues are addressed and referrals are made to ensure a smooth transition to the next necessary medical and/or supportive service in the community – including housing when needed. FQHCs, as part of the Michigan Primary Care Association, have adopted protocols that assure that housing placement and links to other resources necessary for the client to achieve successful re-entry are established prior to systems discharge.

Mental Health: Section 330.1209b of the State Mental Health Code, effective March 28, 1996, requires that "the community mental health services program shall produce in writing a plan for community placement and aftercare services that is sufficient to meet the needs of the individual..." In addition R 330.7199 (h) of the Administrative Code says that the written plan must at a minimum identify "strategies for assuring that recipients have access to needed and available supports identified through a review of their needs." Housing, food, clothing, physical health care, employment, education, legal services, and transportation are all included in the list of needs that must be appropriately addressed as a function of mental health discharge planning. The Oakland County Community Mental Health Authority (OCCMHA) has adopted a comprehensive discharge planning policy with an emphasis on meeting housing needs. The OCCMHA is an active member of the CoC body and partners with many of our permanent supportive housing providers.

Corrections: Lack of appropriate housing is recognized by the Michigan Department of Corrections (MDOC) to be a major barrier to the successful reentry of returning prisoners. As such, safe affordable housing is one of the key elements identified for funding within Department's system-wide initiative to re-engineer the policies and protocols by which offenders are prepared for and supported in community re-entry – the Michigan Prisoner Reentry Initiative (MPRI). In the process of implementing MPRI, MDOC asks communities to assess their local assets, barriers and gaps relative to issues facing returning prisoners and then develop a Comprehensive Prisoner Reentry Plan based on that assessment. Supplemental funding through MPRI is then allocated to help bridge identified gaps and to achieve a seamless transition for former prisoners as they re-enter the community. In most instances, these resources are at least partially allocated for housing solutions. Each community's Comprehensive Plan includes an assessment of local housing issues and proposals for local solutions for housing assistance. Rent subsidy, move-in deposits and funding for limited-term transitional placements have been common elements funded in local plans. Parolees with substance abuse issues and other hard-to-place returning prisoners are generally referred to appropriate transitional and treatment supports, and additional aid is, if needed, provided through traditional housing services. In the initial year of MPRI implementation, funding for safe affordable housing initiatives totals nearly \$.5 million. As the number of implementing communities continues to grow, that investment in housing assistance will also likely increase. The Oakland County jail has instituted a prisoner re-entry program in 2006. They have procedures in place for discharge planning as well as a successful jail diversion program for non-violent offenders. Oakland County is home to several half-way houses for those with substance abuse issues.

VI. Public Participation Requirements

Citizen Participation - In accordance with 24 CFR Part 91.105 et seq, Oakland County has implemented a detailed Citizen Participation Plan. The Plan applies to the CDBG, HOME, and ESG programs as well as to the development and implementation of the Consolidated Plan and Annual Action Plan. Oakland County encourages residents to participate in the development and any amendments to the Plans, as well as the performance report. The County maximizes citizen participation through its Citizen Advisory Council, holds meetings at convenient times and locations, and provides information with reasonable and timely access. Public input into the PY 2005 Annual Action Plan included a public hearing on February 16, 2005. The Community & Home Improvement Division published a draft of the Annual Action Plan to receive citizen comments. Information received during comment periods was included in the final Plan.

Access to Information – On June 21, 2006 notices appeared in the Oakland Press and the Daily Tribune and advised the public of the opportunity to comment on the CAPER at the July 12, 2006 Public Hearing. On July 12, 2006 a notice in the Oakland Press and the Daily Tribune advised the public of the opportunity to comment on the Consolidated Plan. The comment period was from July 13, 2006 through July 28, 2006.

Public Comments – Public comments on the Consolidated Annual Performance Report (CAPER) for PY 2005 are as follows:

Attachment 1
Financial Summary Report

Attachment 2
HOME Match Report

Attachment 3
Minority and Women Business Enterprises (M/WBE) Report

Attachment 4
Activity Summary (GPR) for Grantee

Attachment 5
Copy of Public Notice/Public Hearing Minutes