AGENDA

IURA Neighborhood Investment Committee (NIC)
8:30 am, Friday, April 8, 2022
Virtual Meeting

https://us02web.zoom.us/j/86544854910?pwd=S1FEVkJUVV5rGkRtDhK5dHdKMWk0QQT09

I. Call to Order

II. Changes/Additions to Agenda

III. Public Comment

IV. Review of Minutes - Tabled. Recording of March meeting available at City of Ithaca Public Meetings YouTube Channel

V. New Business
   A. Discussion - Review 2022 Community Based Development Organization (CBDO) Applications and Analysis
      1. Finger Lakes ReUse
      2. GIAC, Inc.
      3. Historic Ithaca
   B. Action Items – Proposed Resolutions to Designate 2022 CBDOs
      1. Finger Lakes ReUse
      2. GIAC, Inc.
      3. Historic Ithaca
   C. Discussion - Review 2022 Community Housing Development Organization (CHDO) Application and Analysis
      1. Ithaca Neighborhood Housing Services
   D. Action Item – Proposed Resolution to Designate INHS as a CHDO and as a CBDO

VI. Other Business
   A. IURA Adopted Draft 2022 Annual Action Plan and Resolution
   B. IURA Grant Summary
   C. Staff Report

VII. Motion to Adjourn

If you have a disability and require accommodation in order to fully participate, please contact the City of Ithaca Clerk’s Office at 274-6570 at least 72 business hours prior to the meeting.
Attn: Nels Bohn, Director
Ithaca Urban Renewal Agency
108 E. Green St
Ithaca NY 14850

March 23, 2022

Dear Ithaca Urban Renewal Agency Review Committee,

Please find enclosed, Finger Lakes ReUse’s 2022 Community-Based Development Organization (CBDO) Application for your consideration for our recertification.

Finger Lakes ReUse, Inc (ReUse) is a 501(c)(3) not-for-profit organization with a mission to *enhance community, economy, and environment through reuse*. We currently operate 2 locations in Ithaca, NY – The Ithaca ReUse Center at 214 Elmira Rd, and ReUse MegaCenter at 2255 N. Triphammer Rd. We consider our geographical service area to be Tompkins County.

As we have previously submitted copies of our Articles of Incorporation, Proof of Legal Receipt, and By-Laws which have not changed in the intervening year, we have omitted them from this packet.

We greatly appreciate the Ithaca Urban Renewal Agency’s consideration of this application. Please reach out to me directly with any questions about the enclosed materials.

Sincerely,

Diane Cohen, Executive Director
Finger Lakes ReUse, Inc.

Enclosed:
- 2022 CBDO Board Certification Form
- 2022 Board Member Self-Certification Forms
- Finger Lakes ReUse Purchasing Policy
Ithaca Urban Renewal Agency — CBDO Board Certification Form

INSTRUCTIONS: CDBG regulations at 24 §570.204(c) authorize a CDBG grantee to designate certain types of entities as Community-Based Development Organizations (CBDO) to carry out a range of otherwise ineligible activities, including new construction of housing or providing funding for certain public services not subject to the normal applicable 15% expenditure cap. An eligible CDBG activity is a “Special Activities by CBDOs.” To qualify, an eligible CBDO entity must be undertaking an eligible project. In order to qualify as an eligible CBDO, an entity must meet board composition criteria specified at §570.204(c)(1)(vi):

At least 51% of the governing body’s membership must meet one of the following standards:
A. Low- and moderate-income residents of the geographic service area of operations; or
B. Owners or senior officers of private establishments and other institutions located in and serving the geographic area of operation; or
C. Representatives of low- and moderate-income neighborhood organizations located in the geographic area of operations.

Additionally, no more than 33% of the governing body’s membership may be appointed by or consist of elected or other public officials or employees of the grantee (City of Ithaca).

To document compliance with the above criteria, please list all current members, indicate their category of qualification, sign the certification, and submit appropriate Self-Certification Form for each qualifying board member. Provide further explanation as necessary.

CBDO NAME: Finger Lakes ReUse, Inc.  Date: 3/23/22

<table>
<thead>
<tr>
<th>Board Member Name</th>
<th>Home Address</th>
<th>At least 51% must be:</th>
<th>Not more than 33%:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>Low-to-Moderate Income Resident of Service Area (Self-Cert Form A)</td>
<td>Reppresentative of LVHI Neighborhood Organ. in Service Area (Self-Cert Form C)</td>
</tr>
<tr>
<td>Gideon Stone</td>
<td>1672 Slaterville Rd, Ithaca, NY 14850</td>
<td>✓</td>
<td></td>
</tr>
<tr>
<td>Patricia Brown</td>
<td>992 Deer Trail Rd. North, King Ferry NY 13081</td>
<td>✓</td>
<td></td>
</tr>
<tr>
<td>Maria Thomadaki</td>
<td>601 S Cayuga St Ithaca NY 14850</td>
<td>✓</td>
<td></td>
</tr>
<tr>
<td>Board Member Name</td>
<td>Home Address</td>
<td>At least 51% must be:</td>
<td>Not more than 33%:</td>
</tr>
<tr>
<td>--------------------------</td>
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<td>-------------------</td>
</tr>
<tr>
<td>Marshall McCormick</td>
<td>108 Fair Street, Ithaca, NY 14850</td>
<td></td>
<td>✓</td>
</tr>
<tr>
<td>Jan Rhodes Norman</td>
<td>425 North Aurora Street, Ithaca NY 14850</td>
<td></td>
<td>✓</td>
</tr>
<tr>
<td>Jodie Herbert</td>
<td>14 German Cross Rd Apt #3, Ithaca, NY 14050</td>
<td>✓</td>
<td>✓</td>
</tr>
<tr>
<td>John Lemley</td>
<td>301 Woodgate Lane, Ithaca, NY 14850</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Megan McDonald</td>
<td>306 East Tompkins Street, Ithaca, NY 14850</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Elizabeth Hudson</td>
<td>137 Crescent Place, Ithaca NY 14850</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Christie McCarthy</td>
<td>3072 S. Oakwood Dr. Painted Post NY 14870</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Yayoi Koizumi</td>
<td>150 West Village Place Apt. 315, Ithaca NY 14850</td>
<td>✓</td>
<td></td>
</tr>
<tr>
<td><strong>TOTALS</strong></td>
<td><strong>11 Board Members</strong></td>
<td><strong>1</strong></td>
<td><strong>5</strong></td>
</tr>
</tbody>
</table>

**MEET CBDO CRITERIA**

7/11 (63%) 1/11 (9%)

Geographic Service Area: City of Ithaca and Tompkins County

_I certify the above information provided is true to the best of my knowledge._

___
Signature

___ 3/23/22
Date

Robin Elliott          Associate Director
Name (please PRINT)     Title

[2 of 3]
The Board of Finger Lakes ReUse, Inc., has applied for Community Based Development Organization (CBDO) status for the 2022 Action Plan and has submitted a funding application for the Green Job Opportunities through Reuse program.

The application for CBDO designation was submitted on March 23, 2022.

The following table compares the requirements for CBDO status against information submitted by Finger Lakes ReUse, Inc.:

<table>
<thead>
<tr>
<th>Requirement per 570.204(c)(1)</th>
<th>Staff Analysis</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Organizational Purpose:</strong></td>
<td>YES</td>
</tr>
<tr>
<td>Organized under state law to undertake community development activities.</td>
<td>The FL ReUse Mission Statement is “Enhancing Community, Economy and Environment through ReUse.” The FL ReUse Articles of Incorporation identify the following purposes, “To partner with existing social service and educational programs to provide training in reuse industries,” and “To educate the public about the value of reusable materials and teach people how to transform materials for practical and creative purposes.”</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>Board Composition:</strong></th>
<th>YES</th>
</tr>
</thead>
<tbody>
<tr>
<td>A. Maintain at least 51% of governing body either LMI residents of area of operation, owners or senior officers of private establishments and institutions in the service area, or representatives of LMI neighborhood organizations in the service area.</td>
<td>FL ReUse’s Bylaws indicate its Board shall be comprised of no fewer than 3 and no more than 15 members. FL ReUse currently has 11 board members, the same number of members as in 2021. Each board member represents 9.1% of the board. Seven (7) of the 11 members (63.6%) meet CBDO composition requirements.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>B. No more than 33% of the governing body may be elected officials or employees/appointees of the City of Ithaca.</th>
<th>YES</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th><strong>Board Membership:</strong></th>
<th>YES</th>
</tr>
</thead>
</table>

There is one member (9.1%) in this category. This does not exceed the 33% cap.
Members of the board must be nominated and approved by membership or permanent governing body, except that up to 1/3 of the board may be appointed or be elected officials. As evidenced by the FL ReUse Bylaws, Article IV, Section 4.1. Members elected by the Board. Also evidenced by the FL ReUse Board list

<table>
<thead>
<tr>
<th>Purpose of the Organization:</th>
<th>SUBSTANTIALLY SIMILAR</th>
</tr>
</thead>
<tbody>
<tr>
<td>Have as its primary purpose the improvement of the physical, economic, or social environment of its service area with particular emphasis on LMI persons</td>
<td>See “CBDO Recommendation” section below for further detail.</td>
</tr>
<tr>
<td></td>
<td>FL ReUse’s Articles of Incorporation indicate the organization’s primary purpose is improvement of community, economy, and environment of the service area. There is no explicit statement regarding LMI persons.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Organizational Status:</th>
<th>YES</th>
</tr>
</thead>
<tbody>
<tr>
<td>Must be either non-profit or for-profit with only incidental monetary benefit for its members.</td>
<td>501(c)(3)</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Assets:</th>
<th>YES</th>
</tr>
</thead>
<tbody>
<tr>
<td>Must not be subject to reversion of assets to the grantee upon dissolution, except for assets related to specific grants.</td>
<td>No such reversion clause included in Bylaws or Articles of Incorporation</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Contracting:</th>
<th>YES</th>
</tr>
</thead>
<tbody>
<tr>
<td>Must be free to contract for goods and services from vendors of its own choosing</td>
<td>See Bylaws, Article V.</td>
</tr>
</tbody>
</table>

**CBDO Recommendation**

24 CFR Part 570.204 (c) (3) allows for designation of CBDOs that do not qualify under paragraph (c) (1) or (c)(2) when an organization is “sufficiently similar in purpose, function and scope” to entities qualifying as CBDOs under the prior paragraphs. Finger Lakes ReUse’s original 2007 Articles of Incorporation include as stated goals provision of job training in reuse industries and educating the public to ways to transform reused goods for practical and creative purposes. Further, Finger Lakes ReUse’s Mission Statement specifies enhancement of community and economy as two of its three main reasons for being. Finger Lakes ReUse has operated a job readiness and job training program since 2012 and thus has served in a community development capacity for the past ten years, developing, modifying, and ensuring the success of a job training program for a population that has not demonstrated success in other job training programs. Their provision of life skills along with employment skills is the work of community based development organizations. IURA Staff believe, after reviewing its Mission Statement, Bylaws, and Articles of Incorporation that Finger Lakes ReUse meets the “substantially similar” test; however, IURA Staff acknowledge there is a certain level of risk involved in approving their CBDO status since the organization’s Articles of Incorporation does not include particular attention to the needs of LMI persons.

**CDBG Public Service Cap Exemption**

One category of eligible CDBG activity is “special activities by CBDOs”. Under certain circumstances, a CBDO is not subject to the 15% CDBG expenditure cap otherwise applicable to Public Services.

To be exempt from the Public Service cap, the CBDO must both:

1. Undertake an eligible CBDO project, and
2. Carry out a service designed to increase economic opportunities for low- and moderate-income persons through job training and placement and other employment support services (e.g., child care, peer support programs, counseling, child care, transportation and other similar services).
Eligible CBDO projects include any of the following:

- Neighborhood revitalization,
- Community economic development, or
- Energy conservation project.

According to HUD's CDBG Desk Guide, a CBDO “community economic development” project must include activities that increase economic opportunity, principally for low- and moderate-income persons, or that are expected to create or retain businesses or permanent jobs within the community. HUD has emphasized that the provision of general job readiness training is not sufficient to qualify an activity as a CBDO Community Economic Development project; job placement must be the intended and actual outcome of such an activity. The Finger Lakes Job Skills Training program appears to satisfy this criterion; therefore, it is not subject to the 15% Public Services cap.
The Greater Ithaca Activities Center (GIAC), is pleased to submit these documents for certification as a community-based development organization (CBDO). Since our last certification in 2021, GIAC’s articles of incorporation and its by-laws that were submitted remain unchanged. GIAC has no adopted policies governing procurement, mission, or reversion of assets.

By its mission, the GIAC is a center for all ages, particularly youth and teens. We serve the immediate neighborhood and the greater Ithaca area by providing multicultural, educational, and recreational programs focused on social and individual development. Our programs include services dedicated to improving the quality of life for the people we serve; advocating for the rights and needs of youth, families, underrepresented and disenfranchised populations; providing structured employment training opportunities for at-risk youth and adults; and fighting against oppression and intimidation in our community. Our center executes this mission through its own programming and by drawing on the resources of other community agencies and individuals.

This year, GIAC celebrates its 50th Anniversary of service to the community. This celebration highlights all the ways in which GIAC has served as a leader for positive change in the local community. Founded in 1972 through a collaboration between the City of Ithaca, the United Way, the Ithaca City School District, and the Social Service League, GIAC was designed to provide multicultural education and recreational programs to youth in the immediate Northside neighborhood. As the organization grew, it expanded to meet the needs of teens, adults, seniors, and families in the greater Ithaca community. GIAC also served as a parent for other organizations looking to start-up and collaborate. Both the Multicultural Resource Center and the Drop-In Children’s Center got their start within GIAC’s walls.

Beyond the flagship youth & teen afterschool program, GIAC is home to a robust senior program. Among many other programs, GIAC operates the Alex Haley Municipal Pool, runs a championshio boxing program, organizes the City of Ithaca’s adult and teen summer basketball leagues, and manages a social justice fund. GIAC has offered job training programs including the former Commercial Drivers’ License Program (CDL), and the current Hospitality Employment Training Program for which we are seeking funding. This program is designed to assist adults with securing permanent employment in the hospitality field. In addition, we are seeking funding to upgrade GIAC’s computer lab. The main goal of this project is to bring access, equity, and skill development to participants who are primarily marginalized and minoritized.

GIAC serves over 4,000 individuals a year. About 82% of the registered participants are low-to-moderate income and seeking the services GIAC offers to help balance the equity disparities they face. GIAC’s service area is the City of Ithaca primarily with more than 90% of its participants residing in the City. The remaining 10% come from other local municipalities. Thank you for your continued support.

Respectfully,

Leslyn McBean-Clairborne
Executive Director
GIAC, Inc.

"An Equal Opportunity Employer with a commitment to workforce diversification."
Ithaca Urban Renewal Agency — CBDO Board Certification Form

INSTRUCTIONS: CDBG regulations at 24 §570.204(c) authorize a CDBG grantee to designate certain types of entities as Community-Based Development Organizations (CBDO) to carry out a range of otherwise ineligible activities, including new construction of housing or providing funding for certain public services not subject to the normal applicable 15% expenditure cap. An eligible CDBG activity is a “Special Activities by CBDOs.” To qualify, an eligible CBDO entity must be undertaking an eligible project. In order to qualify as an eligible CBDO, an entity must meet board composition criteria specified at §570.204(c)(1)(vi):

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B. Owners or senior officers of private establishments and other institutions located in and serving the geographic area of operation; or
C. Representatives of low- and moderate-income neighborhood organizations located in the geographic area of operations.

Additionally, no more than 33% of the governing body's membership may be appointed by or consist of elected or other public officials or employees of the grantee (City of Ithaca).

To document compliance with the above criteria, please list all current members, indicate their category of qualification, sign the certification, and submit appropriate Self-Certification Form for each qualifying board member. Provide further explanation as necessary.

| CBDO NAME: Greater Ithaca Activities Center, Inc. (GIAC) Date: March 8, 2022 |

<table>
<thead>
<tr>
<th>CBDO Board Composition Criteria</th>
<th>At least 51% must be:</th>
<th>Not more than 33%:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Board Member Name</td>
<td>Home Address</td>
<td>Low-to-Moderate-Income Resident of Service Area (Sec. 114.08)</td>
</tr>
<tr>
<td>Annie Perry 312 Hook Place Ithaca, NY 14850</td>
<td></td>
<td>X</td>
</tr>
<tr>
<td>Samantha Little 194 Yale Road Ithaca, NY 14850</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Karl Smoker 217 Long Acre Rd. Rochester, NY 14621</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Meagan Howell 166 Bush Ln Ithaca, NY 14850</td>
<td></td>
<td>X</td>
</tr>
<tr>
<td>Denise Lee 144 Bundy Rd. Ithaca, NY 14850</td>
<td></td>
<td>X</td>
</tr>
<tr>
<td>Board Member Name</td>
<td>Home Address</td>
<td>Low to Moderate-Income Resident of Service Area (See Carr. Form A)</td>
</tr>
<tr>
<td>-------------------</td>
<td>----------------------------------</td>
<td>-------------------------------------------------------------------</td>
</tr>
<tr>
<td>Dr. John Clark</td>
<td>148A Troy Rd.</td>
<td></td>
</tr>
<tr>
<td>Chuck Dong</td>
<td>306 Warren Pl.</td>
<td></td>
</tr>
<tr>
<td>Ana Goldsmith</td>
<td>508 Utica St.</td>
<td></td>
</tr>
<tr>
<td>George McGonigal</td>
<td>518 Hector St.</td>
<td></td>
</tr>
<tr>
<td>Dr. James Turner</td>
<td>167 Lexington Dr.</td>
<td></td>
</tr>
<tr>
<td>Robyn Saulsbury</td>
<td>103 Landmark Dr.</td>
<td></td>
</tr>
<tr>
<td>Jack Bradley Nelson</td>
<td>319 VanKirk Road</td>
<td></td>
</tr>
<tr>
<td>Jed Ashton</td>
<td>818 N. Cayuga Street</td>
<td></td>
</tr>
</tbody>
</table>

**TOTALS**

13

**MEET CBDO CRITERIA**

7

Geographic Service Area: City of Ithaca

I certify the above information provided is true to the best of my knowledge.

Signature: ______________

Executive Director: ______________

Name (please print): Lesly McBean-Clairborne

Date: March 8, 2022

Title: ______________

2 of 3
To: IURA Board & Committees  
CC: Nels Bohn, Community Development Director; Charles Pyott, Contracts Monitor  
From: Anisa Mendizabal, Community Development Planner  
Re: Application to Designate Greater Ithaca Activities Center (GIAC), Inc. as a CBDO  
Date: April 4, 2022  

The Board of Greater Ithaca Activities Center (GIAC), Inc., has applied for Community Based Development Organization (CBDO) status for the 2022 Action Plan and has submitted a funding application for the Hospitality Employment Training Program (HETP) job placement program.

The application for CBDO designation was submitted on March 9, 2022.

The following table compares the requirements for CBDO status against information submitted by GIAC, Inc.:

<table>
<thead>
<tr>
<th>Requirement per 570.204(c)(1)</th>
<th>Staff Analysis</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Organizational Purpose:</strong></td>
<td>YES</td>
</tr>
<tr>
<td>Organized under state law to undertake community development activities.</td>
<td>The Constitution of GIAC, Inc. (October 1991) identifies its mission as “providing the community with multi-cultural, educational, and recreational programs focused on individual and social development.” Its Certificate of Incorporation states the organization’s purpose is “to provide coordinated, balanced programs of a social, educational, cultural, recreational, and health nature for the good of the greater Ithaca area.”</td>
</tr>
<tr>
<td><strong>Board Composition:</strong></td>
<td>YES</td>
</tr>
<tr>
<td>A. Maintain at least 51% of governing body either LMI residents of area of operation, owners or senior officers of private establishments and institutions in the service area, or representatives of LMI neighborhood organizations in the service area.</td>
<td>GIAC, Inc.’s amended Bylaws (2017) indicate its Board shall consist of no fewer than 9 and no more than 15 members. As in 2021, in 2022 there are 13 Members on the GIAC, Inc. Board of Directors, each comprising 7.7% of the Board. Seven (7) of the 13 members (53.4%) meet CBDO composition requirements.</td>
</tr>
<tr>
<td>B. No more than 33% of the governing body may be elected officials or employees/appointees of the City of Ithaca.</td>
<td>YES</td>
</tr>
<tr>
<td></td>
<td>There is one member (7.7%) in this category. This does not exceed the 33% cap.</td>
</tr>
</tbody>
</table>
actual outcome of such an activity. The Hospitality Employment Training Program job training and placement program appears to satisfy this criterion; therefore, it is not subject to the 15% Public Services cap.
Ithaca Urban Renewal Agency
Neighborhood Investment Committee
108 East Green Street
Ithaca, NY 14850

Re: Historic Ithaca CBDO Re-designation

Dear IURA:

Historic Ithaca requests re-designation as a Community Based Development Organization (CBDO) in order to continue offering high quality, personalized job readiness training and job placement to low-income members of the Ithaca community through our job training program, Work Preserve. The program is located in our Significant Elements architectural salvage store in the city’s Southside neighborhood.

Historic Ithaca’s Board of Directors continues to meet the CBDO criteria. The Board Certification Form is attached and there are no changes to the following previously submitted documents: Articles of Incorporation, Legal Status, Mission Statement, Procurement Policy, Bylaws and Reversion of Assets Policy. Historic Ithaca’s service area is the City of Ithaca and Tompkins County.

Now in its eleventh year, Work Preserve’s service to Ithaca’s youth and young adults is made possible by our strong collaborations with partner agencies. We continue to partner with BOCES, Challenge Workforce Solutions, the Learning Web, Ithaca Youth Bureau Youth Employment Services, the Women’s Opportunity Center, Tompkins Work Force New York’s JobLINK program and OAR. We continue to add employment partners through individualized meetings, and through commitment of employers through their statements of needs. This year, Historic Ithaca is on Ithaca’s Green New Deal Steering Committee and helping to shape policies for green jobs workforce development.

These partnerships allow us to increase economic opportunity for participants of all skill levels. Work Preserve works with participants to identify their goals and move along their own trajectory to financial independence.

We are proud to contribute to our community by increasing economic opportunity for those most in need and at a critical time in history. We invite IURA members and staff to visit us at Significant Elements to see our progress of the current Work Preserve participants and tour the facility.

Sincerely,

Susan Holland, Executive Director
Ithaca Urban Renewal Agency — CBDO Board Certification Form

INSTRUCTIONS: CDBG regulations at 24 §570.204(c) authorize a CDBG grantee to designate certain types of entities as Community-Based Development Organizations (CBDO) to carry out a range of otherwise ineligible activities, including new construction of housing or providing funding for certain public services not subject to the normal applicable 15% expenditure cap. An eligible CDBG activity is a “Special Activities by CBDOs.” To qualify, an eligible CBDO entity must be undertaking an eligible project. In order to qualify as an eligible CBDO, an entity must meet board composition criteria specified at §570.204(c)(1)(vi):

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To document compliance with the above criteria, please list all current members, indicate their category of qualification, sign the certification, and submit appropriate Self-Certification Form for each qualifying board member. Provide further explanation as necessary.

CBDO NAME: Historic Ithaca, Inc.  
Date: March 11, 2022

<table>
<thead>
<tr>
<th>CBDO Board Composition Criteria</th>
<th>At least 51% must be:</th>
<th>Not more than 33%:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Low-to-Moderate-Income Resident of Service Area (Self-Cert. Form A)</td>
<td>Representative of LMI Neighborhood Organization in Service Area (Self-Cert. Form C)</td>
</tr>
<tr>
<td>Board Member Name</td>
<td>Home Address</td>
<td></td>
</tr>
<tr>
<td>Gary Bucci</td>
<td>110 N. Titus Ave, 1A, Ithaca</td>
<td></td>
</tr>
<tr>
<td>Maya Gasuk</td>
<td>37 Maplewood Rd, Ithaca</td>
<td></td>
</tr>
<tr>
<td>Kim Hazelton</td>
<td>617 Creek Rd, Genoa</td>
<td></td>
</tr>
<tr>
<td>Susan Kramer</td>
<td>406 N. Cayuga St, Ithaca</td>
<td></td>
</tr>
<tr>
<td>Board Member Name</td>
<td>Home Address</td>
<td>Low-to-Moderate-Income Resident of Service Area (Ste-Cert. Form A)</td>
</tr>
<tr>
<td>-------------------</td>
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<td>-------------------------------------------------------------------</td>
</tr>
<tr>
<td>Abigail Peterson</td>
<td>166 Bush Lane, Ithaca</td>
<td></td>
</tr>
<tr>
<td>Linda Jaffe</td>
<td>218 Lake Ave, Ithaca</td>
<td></td>
</tr>
<tr>
<td>Andrew Rappaport*</td>
<td>571 Main St., Etna</td>
<td></td>
</tr>
<tr>
<td>Nancy Breck</td>
<td>5214 Jacksonville Rd, Trumansburg</td>
<td></td>
</tr>
<tr>
<td>Caren Rubin</td>
<td>406-1/2 N Cayuga St, Ithaca</td>
<td></td>
</tr>
</tbody>
</table>

**TOTALS**

**MEET CBDO CRITERIA**

|              | 9 | 5 |

Geographic Service Area: City of Ithaca and Tompkins County

*Andrew Rappaport in negotiations to become partner/senior leadership at Chiang O’Brien Architects and will eventually qualify under HUD CBDO Self-Certification Form B. He is currently Principal Associate.

I certify the above information provided is true to the best of my knowledge.

**A. Holland**

Signature

**March 11, 2022**

Date

**Susan Holland**

Name (please PRINT)

**Executive Director**

Title

2 of 3
TO:    IURA Board & Committees  
CC:    Nels Bohn, Community Development Director; Charles Pyott, Contracts Monitor  
FROM: Anisa Mendizabal, Community Development Planner  
RE:    Application to Designate Historic Ithaca as a CBDO  
DATE: April 4, 2022

The Board of Historic Ithaca, Inc. (HI), has applied for Community Based Development Organization (CBDO) status for the 2022 Action Plan and has submitted a funding application, 2022 Work Preserve Job Placements, that is contingent upon CDBO status to be eligible for funding under the Economic Development category.

This application for CBDO designation was submitted on March 11, 2022.

The following table compares the requirements for CBDO status against information submitted by Historic Ithaca, Inc.:

<table>
<thead>
<tr>
<th>Requirement per 570.204(c)(1)</th>
<th>Staff Analysis</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Organizational Purpose:</strong></td>
<td>YES</td>
</tr>
<tr>
<td>Organized under state law to undertake community development activities</td>
<td>To promote the value and enhancement of our historic buildings and neighborhoods through education, advocacy, and action.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Board Composition:</th>
<th>YES</th>
</tr>
</thead>
</table>
| A. Maintain at least 51% of governing body either LMI residents of area of operation, owners or senior officers of private establishments and institutions in the service area, or representatives of LMI neighborhood organizations in the service area. | Historic Ithaca’s Bylaws indicate its Board shall consist of no fewer than 5 and no more than 15 Board Members. In 2022, HI’s Board consists of 9 members with each member accounting for 11.1% of its Board. This is a change from 2021, when HI’s Board had 7 members, each accounting for 14.3% its Board. Five (5) of HI’s 9 board members, or 55.5% of the Board, are owners or senior officers of private establishments or institutions in the service area.  
Note: Another of HI’s Board Members is scheduled to become a partner (senior officer) in his firm later in 2022. This pending action |
**CDBG Public Service Cap Exemption**

One category of eligible CDBG activity is “special activities by CBDOs”. Under certain circumstances, a CBDO is not subject to the 15% CDBG expenditure cap otherwise applicable to Public Services.

To be exempt from the Public Service cap, the CBDO must **both**:

1. Undertake an eligible CBDO project, and
2. Carry out a service designed to increase economic opportunities for low- and moderate-income persons through job training and placement and other employment support services (e.g., child care, peer support programs, counseling, child care, transportation and other similar services).

Eligible CBDO projects include any of the following:

- Neighborhood revitalization,
- Community economic development, or
- Energy conservation project.

According to HUD’s *CDBG Desk Guide*, a CBDO “community economic development” project must include activities that increase economic opportunity, principally for low- and moderate-income persons, or that are expected to create or retain businesses or permanent jobs within the community. HUD has emphasized that the provision of general job readiness training is not sufficient to qualify an activity as a CBDO Community Economic Development project; job placement must be the intended and actual outcome of such an activity. Historic Ithaca’s Work Preserve program appears to satisfy this criterion; therefore, it is not subject to the 15% Public Service cap.
Proposed Resolution
IURA Neighborhood Investment Committee
April 8, 2022

2022 IURA Designation of Finger Lakes ReUse, Inc. (ReUse) as a Community-Based Development Organization

WHEREAS, the Board of Finger Lakes ReUse, Inc. (ReUse) seeks designation by the Ithaca Urban Renewal Agency (IURA) as a Community-Based Development Organization (CBDO), and

WHEREAS, the City of Ithaca has designated the IURA to administer the City’s HUD Entitlement Program that oversees Community Development Block Grant funds awarded to the City, and

WHEREAS, an eligible category of CDBG activities is a “Special Activity by CBDO”, that offers certain advantages, such as exemption from the 15% expenditure cap otherwise applicable to public service activities, authorization to carry out new housing construction (normally prohibited with CDBG funds), and discretion to allow income generated by a CDBG-funded activity to not be considered CDBG program income, and

WHEREAS, the following four tests established at CFR Title 24 §570.204 must be met to qualify under a category of “Special Activity by CBDOs”:
1. The entity qualifies as a CBDO, including the 51% board membership test;
2. The CBDO will undertake an eligible project;
3. That the CBDO will carry out the funded activity directly or with an entity other than the grantee;
4. That the CBDO will not carry out a prohibited activity, and

WHEREAS, a CBDO must maintain at least 51% of its governing body’s membership to be made up of any combination of the following:
• Low- and moderate income residents of its area of operation
• Owners or senior officers of private establishments and other institutions located in its area of operation
• Representatives of low- and moderate-income neighborhood organizations located in its area of operation, and

WHEREAS, a CBDO must have as its primary purpose the improvement of the physical, economic, or social environment of its geographic area of operation, with a particular emphasis on the needs of low- and moderate-income persons, and
WHEREAS, the project undertaken by the CBDO must qualify as one or more of the following project types:

- neighborhood revitalization;
- community economic development;
- energy conservation project; and

Whereas, IURA evaluated ReUse’s CBDO application and recommended the following; now, therefore, be it

RESOLVED, that the IURA determines that Finger Lakes ReUse, Inc. meets the requirements for eligibility as a CBDO, and that the ReUse’s “Green Job Opportunities Through Reuse” program qualifies as an eligible CBDO activity, and be it further

RESOLVED, that the IURA hereby designates Finger Lakes ReUse as a Community-Based Development Organization (CBDO) and its “Job Training for Career Pathways” as eligible for CDBG funding under the category of “Special Activities by CBDOs”.
Proposed Resolution
IURA Neighborhood Investment Committee
April 8, 2022

2022 IURA Designation of Greater Ithaca Activities Center, Inc. (GIAC) as a Community-Based Development Organization

WHEREAS, the Board of Greater Ithaca Activities Center, Inc. (GIAC) seeks designation by the Ithaca Urban Renewal Agency (IURA) as a Community-Based Development Organization (CBDO), and

WHEREAS, the City of Ithaca has designated the IURA to administer the City’s HUD Entitlement Program that oversees Community Development Block Grant funds awarded to the City, and

WHEREAS, an eligible category of CDBG activities is a “Special Activity by CBDO”, that offers certain advantages, such as exemption from the 15% expenditure cap otherwise applicable to public service activities, authorization to carry out new housing construction (normally prohibited with CDBG funds), and discretion to allow income generated by a CDBG-funded activity to not be considered CDBG program income, and

WHEREAS, the following four tests established at CFR Title 24 §570.204 must be met to qualify under a category of “Special Activity by CBDOs”:
1. The entity qualifies as a CBDO, including the 51% board membership test;
2. The CBDO will undertake an eligible project;
3. That the CBDO will carry out the funded activity directly or with an entity other than the grantee;
4. That the CBDO will not carry out a prohibited activity, and

WHEREAS, a CBDO must maintain at least 51% of its governing body’s membership to be made up of any combination of the following:
• Low- and moderate income residents of its area of operation
• Owners or senior officers of private establishments and other institutions located in its area of operation
• Representatives of low- and moderate-income neighborhood organizations located in its area of operation, and

WHEREAS, a CBDO must have as its primary purpose the improvement of the physical, economic, or social environment of its geographic area of operation, with a particular emphasis on the needs of low- and moderate-income persons, and
WHEREAS, the project undertaken by the CBDO must qualify as one or more of the following project types:

- neighborhood revitalization;
- community economic development;
- energy conservation project; and

Whereas, IURA evaluated GIAC’s CBDO application and recommended the following; now, therefore, be it

RESOLVED, that the IURA determines that Greater Ithaca Activities Center, Inc. meets the requirements for eligibility as a CBDO, and that the GIAC’s “Hospitality Employment Training Program” qualifies as an eligible CBDO activity, and be it further

RESOLVED, that the IURA hereby designates Greater Ithaca Activities Center, Inc. as a Community-Based Development Organization (CBDO) and its “Hospitality Employment Training Program (HETP) Job Placements” as eligible for CDBG funding under the category of “Special Activities by CBDOs”.
Proposed Resolution
IURA Neighborhood Investment Committee
April 8, 2022

2022 IURA Designation of Historic Ithaca, Inc. (HI) as a
Community-Based Development Organization

WHEREAS, the Board of Historic Ithaca, Inc. (HI) seeks designation by the Ithaca Urban
Renewal Agency (IURA) as a Community-Based Development Organization (CBD0), and

WHEREAS, the City of Ithaca has designated the IURA to administer the City’s HUD
Entitlement Program that oversees Community Development Block Grant funds awarded
to the City, and

WHEREAS, an eligible category of CDBG activities is a “Special Activity by CBD0”, that
offers certain advantages, such as exemption from the 15% expenditure cap otherwise
applicable to public service activities, authorization to carry out new housing construction
(normally prohibited with CDBG funds), and discretion to allow income generated by a
CDBG-funded activity to not be considered CDBG program income, and

WHEREAS, the following four tests established at CFR Title 24 §570.204 must be met to
qualify under a category of “Special Activity by CBD0s”:
1. The entity qualifies as a CBD0, including the 51% board membership test;
2. The CBD0 will undertake an eligible project;
3. That the CBD0 will carry out the funded activity directly or with an entity other
   than the grantee;
4. That the CBD0 will not carry out a prohibited activity, and

WHEREAS, a CBD0 must maintain at least 51% of its governing body’s membership to be
made up of any combination of the following:
• Low- and moderate income residents of its area of operation
• Owners or senior officers of private establishments and other institutions located
  in its area of operation
• Representatives of low- and moderate-income neighborhood organizations
  located in its area of operation, and

WHEREAS, a CBD0 must have as its primary purpose the improvement of the physical,
economic, or social environment of its geographic area of operation, with a particular
emphasis on the needs of low- and moderate-income persons, and

WHEREAS, the project undertaken by the CBD0 must qualify as one or more of the
following project types:
• neighborhood revitalization;
• community economic development;
• energy conservation project; and

Whereas, IURA evaluated HI’s CBDO application and recommended the following; now, therefore, be it

RESOLVED, that the IURA determines that Historic Ithaca, Inc. meets the requirements for eligibility as a CBDO, and that the HI’s “Work Preserve Job Training: Job Placements” program qualifies as an eligible CBDO activity, and be it further

RESOLVED, that the IURA hereby designates Historic Ithaca, Inc. as a Community-Based Development Organization (CBDO) and its “Work Preserve Job Training: Job Placements” as eligible for CDBG funding under the category of “Special Activities by CBDOs”.
Anisa Mendizabel  
Ithaca Urban Renewal Agency  
108 East Green Street  
Ithaca, New York 14850

Re: 2021 Application for CHDO recertification

October 1, 2021

Dear Anisa,

Please find attached an application for renewal of the CHDO certification for Ithaca Neighborhood Housing Services, Inc.

INHS is a 501(c)(3) organization whose mission is helping people of modest means to find and stay in high quality housing that is affordable to them. Our primary service area is Tompkins County; our secondary service area includes the six contiguous counties of Cayuga, Chemung, Cortland, Schuyler, Seneca, and Tioga.

Since our last submission, our By-Laws have been amended and are submitted with this application. Our IRS status and our Articles of Incorporation have not been changed, so these documents are not enclosed, according to the application instructions.

If you have any questions about this submission or require additional information, please let me know.

Sincerely,

Leslie Ackerman  
Community Housing Trust Manager
CHDO CHECKLIST

The information contained in this checklist refers to the definition of Community Housing Development Organization (CHDO) in Subpart A, Section 92.2 of the HOME Final Rule. This checklist should be used as a tool to educate participating jurisdictions about the documents they must receive from a nonprofit before it may be certified as a CHDO.

I. LEGAL STATUS

A. The nonprofit organization is organized under State or local laws, as evidenced by:
   
   ____ A Charter, OR
   
   X  Articles of Incorporation. (previously submitted, unchanged)

B. No part of its net earnings inure to the benefit of any member, founder, contributor, or individual, as evidenced by:

   ____ A Charter, OR
   
   X  Articles of Incorporation.

C. Has a tax exemption ruling from the Internal Revenue Service (IRS) under Section 501(c) of the Internal Revenue Code of 1986, as evidenced by:

   X  A 501(c) Certificate from the IRS. (previously submitted, unchanged)

D. Has among its purposes the provision of decent housing that is affordable to low- and moderate-income people, as evidenced by a statement in the organization’s:

   ____ Charter,
   
   X  Articles of Incorporation,
   
   ____ By-laws, OR
   
   ____ Resolutions.
   
   ____ A HUD approved audit summary
II. CAPACITY

A. Conforms to the financial accountability standards of Attachment F of OMB Circular A-110, "Standards for Financial Management Systems," as evidenced by:

   ___ A notarized statement by the president or chief financial officer of the organization;

   ____ A certification from a Certified Public Accountant; OR

   ____ A HUD approved audit summary.

B. Has a demonstrated capacity for carrying out activities assisted with HOME funds, as evidenced by:

   ___ Resumes and/or statements that describe the experience of key staff members who have successfully completed projects similar to those to be assisted with HOME funds, OR

   ____ Contract(s) with consulting firms or individuals who have housing experience similar to projects to be assisted with HOME funds to train appropriate key staff of the organization.

C. Has a history of serving the community where housing to be assisted with HOME funds will be used, as evidenced by:

   ___ Statement that documents at least one year of experience in serving the community, OR

   ____ For newly created organizations formed by local churches, service, or community organizations, a statement that documents that its parent organization has at least one year of experience in serving the community.

NOTE: The CHDO or its parent organization must be able to show one year of serving the community from the date the participating jurisdiction provides HOME funds to the organization. In the statement, the organization must describe its history (or its parent organization's history) of serving the community by describing activities which it provided (or its parent organization provided), such as developing new housing, rehabilitating existing stock, and managing housing stock, or delivering non-housing services that have had lasting benefits for the community, such as counseling, food relief, or childcare facilities. The statement must be signed by the president of the organization or by a HUD-approved representative.
III. ORGANIZATIONAL STRUCTURE

A. Maintains at least one-third of its governing board's membership for residents of low-income neighborhoods, other low-income community residents, or elected representatives of low-income neighborhood organizations, as evidenced by the organization's:
   ___ X ___ By-Laws,
   ___ Charter, OR
   ___ Articles of Incorporation.

Under the HOME Program, for urban areas, the term "community" is defined as one or several neighborhoods, a city, county, or metropolitan area. For rural areas, "community" is defined as one or several neighborhoods, a town, village, county, or multi-county area (but not the whole state).

B. Provides a formal process for low-income, program beneficiaries to advise the organization in all of its decisions regarding the design, siting, development, and management of all HOME-assisted affordable housing projects, as evidenced by:
   ___ The organization's By-laws,
   ___ X ___ Resolutions, OR
   ___ A written statement of operating procedures approved by the governing body.

C. A CHDO may be chartered by a State or local government, however, the State or local government may not appoint: (1) more than one-third of the membership of the organization's governing body; (2) the board members appointed by the State or local government may not, in turn, appoint the remaining two-thirds of the board members; and (3) no more than one-third of the governing board members are public officials, as evidenced by the organization's:
   ___ By-Laws,
   ___ Charter, OR
   ___ Articles of Incorporation.

D. If the CHDO is sponsored or created by a for-profit entity, the for-profit entity may not appoint more than one-third of the membership of the CHDO's governing body and the board members appointed by the for-profit entity may not, in turn, appoint the remaining two-thirds of the board members, as evidenced by the CHDO's:
   ___ By-Laws,
   ___ Charter, OR
   ___ Articles of Incorporation.
IV. RELATIONSHIP WITH FOR-PROFIT ENTITIES

A. CHDO is not controlled, nor receives directions from individuals or entities seeking profit from the organization, as evidenced by:
   ___ The organization’s By-laws, OR
   _____ A Memorandum of Understanding (MOU).

B. A CHDO may be sponsored or created by a for-profit entity, however:  Not applicable

   (1) The for-profit entity's primary purpose does not include the development or management of housing, as evidenced by:
       _____ The for-profit organization's By-laws

       AND;

   (2) The CHDO is free to contract for goods and services from vendor(s) of its own choosing, as evidenced by the CHDO's:

       _____ By-Laws,
       _____ Charter, OR
       _____ Articles of Incorporation.
<table>
<thead>
<tr>
<th>Check if Adequate Capacity</th>
<th>CHDO Staff &amp; Experience</th>
<th>See Notes</th>
<th>Documentation (identify)</th>
<th>Applicant name and date here</th>
</tr>
</thead>
<tbody>
<tr>
<td>□</td>
<td>CHDO has paid staff to manage development project</td>
<td>1</td>
<td></td>
<td></td>
</tr>
<tr>
<td>□</td>
<td>Paid full-time staff</td>
<td>1a</td>
<td>payroll, w-2, w-4</td>
<td>previously submitted; please advise if required to submit again</td>
</tr>
<tr>
<td>□</td>
<td>Paid part-time staff</td>
<td>1a</td>
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<tr>
<td>○</td>
<td>Contracted staff</td>
<td>1b</td>
<td>contract, w-9, 1099</td>
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<tr>
<td>☑</td>
<td>Lynne Trueman, Senior Real Estate Developer, has relevant experience in:</td>
<td>2</td>
<td></td>
<td>resume attached</td>
</tr>
<tr>
<td>□</td>
<td>Homeownership development</td>
<td>2a</td>
<td>resume, other</td>
<td></td>
</tr>
<tr>
<td>□</td>
<td>Rental development</td>
<td>2b</td>
<td></td>
<td></td>
</tr>
<tr>
<td>□</td>
<td>Other real estate development and management</td>
<td></td>
<td></td>
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</tr>
<tr>
<td>□</td>
<td>Rehabilitation &amp; other housing program administration</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>□</td>
<td>Other relevant experience</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>☑</td>
<td>Joe Bowman, Director of R.E. Development has relevant experience in:</td>
<td>2</td>
<td></td>
<td>resume attached</td>
</tr>
<tr>
<td>□</td>
<td>Homeownership development</td>
<td>2a</td>
<td></td>
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<tr>
<td>□</td>
<td>Rental development</td>
<td>2b</td>
<td></td>
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<tr>
<td>□</td>
<td>Other real estate development and management</td>
<td></td>
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<td>Rehabilitation &amp; other housing program administration</td>
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<tr>
<td>□</td>
<td>Other relevant experience</td>
<td></td>
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</tbody>
</table>

**CHDO Developer Capacity & Fiscal Soundness**

<table>
<thead>
<tr>
<th>Check if Adequate Capacity</th>
<th>CHDO Developer Capacity &amp; Fiscal Soundness</th>
<th>See Notes</th>
<th>Documentation (identify)</th>
<th>Applicant name and date here</th>
</tr>
</thead>
<tbody>
<tr>
<td>□</td>
<td>Past and Current Performance</td>
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<td>narratives attached</td>
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<tr>
<td>□</td>
<td>HOME / CHDO project performance</td>
<td>3a</td>
<td></td>
<td></td>
</tr>
<tr>
<td>□</td>
<td>Past development performance</td>
<td>3a</td>
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<tr>
<td>□</td>
<td>Housing program &amp; Federal grant management performance</td>
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<td>narratives attached</td>
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<td>4a</td>
<td>Organizational structure to support development</td>
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<tr>
<td>4b</td>
<td>Management structure to support development</td>
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</tr>
<tr>
<td>4c</td>
<td>Current pipeline / backlog</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>4d</td>
<td>Staff capacity (or consultant contract/plan to train)</td>
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<td></td>
<td></td>
</tr>
<tr>
<td>4e</td>
<td>Board expertise / oversight</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>4f</td>
<td>Skills/capacity to market/for-sale or manage (rental) units</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

- **Developer Capacity - Development Team**

| 5a | All development team roles filled with qualified firms/persons |
| 5b | Partners/consultants enhance CHDO capacity (if needed) |
| 5c | Prior experience - Team successfully developed similar projects |
| 5d | Team has demonstrated capacity to work together |

- **Fiscal Soundness**

| 6a | Financial management |
| 6b | Financial stability |
| 6c | Liquidity |
| 6d | Audit and reporting |
| 6e | Portfolio & corporate liabilities |

- **Other Factors**

| 7a | Community relations |
| 7b | PJ relations |
| 7d | Lender relations |

- **Certification**

The Community Housing Development Organization has documented it has staff with development experience; and has the organizational capacity and development team to implement the proposed CHDO project.
**CHDO Board Certification Form**

**INSTRUCTIONS:** HUD regulations state a CHDO must maintain at least \( \frac{3}{4} \) of its governing board's membership as residents of low-income neighborhoods, other low-income community residents, or elected representatives of low-income neighborhood organizations. To document compliance with this requirement, please list all current members and indicate their category.

| CHDO Name: Ithaca Neighborhood Housing Services | Date: October 1, 2021 |

<table>
<thead>
<tr>
<th>Board Member Name</th>
<th>Home Address</th>
<th>At least 33% must be:</th>
<th>No more than 33% may be:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Maureen Abbott</td>
<td>Endicott</td>
<td>☐</td>
<td>☐</td>
</tr>
<tr>
<td>Michael Cannon</td>
<td>409 W. Buffalo Street, Ithaca</td>
<td>☒</td>
<td>☐</td>
</tr>
<tr>
<td>Nicole Carrier-Titti</td>
<td>311 Wood Street, Ithaca</td>
<td>☒</td>
<td>☒</td>
</tr>
<tr>
<td>James Hunter</td>
<td>Cortland</td>
<td>☐</td>
<td>☐</td>
</tr>
<tr>
<td>Julie Johnson</td>
<td>120 First Street, Ithaca</td>
<td>☒</td>
<td>☒</td>
</tr>
<tr>
<td>Rachel Lampert</td>
<td>1009 Trumansburg Road, Ithaca</td>
<td>☐</td>
<td>☐</td>
</tr>
<tr>
<td>Lacey Lent</td>
<td>Elmira</td>
<td>☒</td>
<td>☐</td>
</tr>
<tr>
<td>Denise Malone</td>
<td>206 Monroe Street, Ithaca</td>
<td>☒</td>
<td>☐</td>
</tr>
<tr>
<td>Ellen Morris-Knower</td>
<td>227 Ridgedale Road, Ithaca</td>
<td>☐</td>
<td>☐</td>
</tr>
<tr>
<td>Name</td>
<td>Address</td>
<td>Resident</td>
<td>Other Low Income</td>
</tr>
<tr>
<td>--------------</td>
<td>----------------------------------------------</td>
<td>----------</td>
<td>------------------</td>
</tr>
<tr>
<td>Lisa Nicholas</td>
<td>620 N. Tioga Street, Ithaca</td>
<td>☒</td>
<td>☐</td>
</tr>
<tr>
<td>Cooper Sirwatka</td>
<td>Kirkville</td>
<td>☐</td>
<td>☐</td>
</tr>
<tr>
<td>Jeremy Thomas</td>
<td>405 E. Marshall Street, Ithaca</td>
<td>☒</td>
<td>☐</td>
</tr>
<tr>
<td>Thys Van Cort</td>
<td>102 Irving Place, Ithaca</td>
<td>☒</td>
<td>☐</td>
</tr>
<tr>
<td>Brendan Wilbur</td>
<td>Newfield</td>
<td>☐</td>
<td>☐</td>
</tr>
</tbody>
</table>

I certify the information provided above is accurate.

[Signature]

Leslie Ackerman

Name (please PRINT)

October 1, 2021

Date

— EXPLANATION OF BOARD MEMBER QUALIFICATIONS —

Resident of Low-Income Neighborhood

To qualify under this criterion, the board member must live in a low-income neighborhood, where 51% or more of the residents are low-income. The board member does not have to be low-income. If unsure of the neighborhood’s low-income status, contact IURA staff and provide board member home address.

Other Low-Income Community Resident

To qualify under this criterion, the board member must be a low-income resident of the community the CHDO serves. Low income is defined as 80% or less of Area Median Income adjusted for family size. Income information is available at: [https://www.huduser.gov/portal/datasets/il.html](https://www.huduser.gov/portal/datasets/il.html). Maintain records of board member income and family size. A one-page income self-certification form is available from IURA staff upon request.

Elected Representative of Low-Income Neighborhood Organization

To qualify under this criterion, the board member must be elected by a low-income neighborhood organization. The organization must be composed primarily of residents of the low-income neighborhood and its primary purpose must be to serve the interests of the neighborhood residents. Such organizations might include block groups, neighborhood associations and neighborhood watch groups. The group may not be the CHDO itself. Maintain documentation of board member’s membership.
August 10, 2021

Re.: Conformance with A-110 Standards

To Whom it May Concern

This is to certify that Ithaca Neighborhood Housing Services, Inc, conforms to the financial accountability standards of Attachment F of OMB Circular A-110, “Standards of Financial Management Systems.”

Conformance with these standards is evaluated annually by our independent auditors, who determine whether the standards of OMB Circular A-110 are being followed as part of their professional standards and responsibilities under the provisions of OMB Circular A-133.

Very truly yours,

Patricia Paolangeli
Finance Director

State of New York
County of Tompkins ss.:

On the 10th day of August in the year 2021 before me, the undersigned, personally appeared Patricia Paolangeli, personally known to me or proved to me on the basis of satisfactory evidence to be the individual whose name is subscribed to the within instrument and acknowledged to me that she executed the same in her capacity, and that by her signature on the instrument, the individual, or the person upon behalf of whom the individual acted, executed the instrument.

[Signature]

Notary Public

[Stamp]

LESLIE M. DEBO
Notary Public, State of New York
Reg. No. 01DE8302543
Qualified in Tompkins County
Commission Expires May 5, 2024

115 West Clinton Street • Ithaca, New York 14850 • (607) 277-4500 • (607) 277-4536 : fax
www.ithacanhs.org
Ithaca Neighborhood Housing Services

Board of Directors Resolution #10-03

Community Involvement in Planning CHDO Projects

March 15, 2010

Whereas, Ithaca Neighborhood Housing Services (INHS) has a mission of improving opportunities for low- and moderate-income households to find affordable, sustainable housing; and

Whereas, INHS is committed to involving low- and moderate-income program beneficiaries in the design and development of projects that provide affordable housing; and

Whereas, INHS wishes to recertify its status as a Community Housing Development Organization (CHDO); and

Whereas, The requirements for certification as a CHDO include the provision of a formal process for low-income program beneficiaries to advise the CHDO on the design, location, and management of affordable housing projects and programs;

Now, Therefore, Be It Resolved that the Board of Directors of Ithaca Neighborhood Housing Services, Inc. does hereby affirm that it seeks the input of low-income beneficiaries on the design, location and management of affordable housing projects and programs; and

Be It Further Resolved that INHS will plan and hold open town meetings, at least annually, in areas where projects are planned or proposed that are widely advertised and that seek the input and involvement of a diverse group of low-income program beneficiaries.

DATED: March 15, 2010

Herman Sieverding
Vice-President, Board of Directors

STATE OF NEW YORK
COUNTY OF TOMPKINS ss.:

On the 15th day of March in the year 2010 before me, the undersigned, personally appeared, Herman Sieverding, personally known to me or proved to me on the basis of satisfactory evidence to be the individual whose name is subscribed to the within instrument and acknowledged to me that he executed the same in his capacity, and that by his signature on the instrument, the individual, or the person upon behalf of which the individual acted, executed the instrument.

DIANA GARCIA
Notary Public, State of New York
No. 0164455532
Qualified In Tompkins County
Commission Expires July 23, 20
Ithaca Neighborhood Housing Services

CHDO Development Experience

Please see the Statement of Qualifications that was submitted in satisfaction of the Community Service Experience narrative requirement for a more detailed description of INHS’ development project experience to date. Below is a list of completed projects dating to 2009.

**Completed Projects: 2009 – 2021**

<table>
<thead>
<tr>
<th>Project Name</th>
<th>Location</th>
<th>Project Type</th>
<th># of Units</th>
<th>Completion Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cayuga Flats</td>
<td>City of Ithaca</td>
<td>Rental</td>
<td>29</td>
<td>Jan 2021</td>
</tr>
<tr>
<td>Glen Lakes Apartments</td>
<td>Watkins Glen</td>
<td>Rental</td>
<td>34</td>
<td>Dec 2020</td>
</tr>
<tr>
<td>402-408 S. Cayuga Street</td>
<td>City of Ithaca</td>
<td>For Sale</td>
<td>4</td>
<td>Dec 2020</td>
</tr>
<tr>
<td>310 Corn Street</td>
<td>City of Ithaca</td>
<td>For Sale</td>
<td>1</td>
<td>March 2020</td>
</tr>
<tr>
<td>28 Crystal Drive</td>
<td>Town of Dryden</td>
<td>For Sale</td>
<td>1</td>
<td>Sept 2019</td>
</tr>
<tr>
<td>Ithaca City Apartments</td>
<td>City of Ithaca</td>
<td>Rental</td>
<td>98</td>
<td>Dec 2018</td>
</tr>
<tr>
<td>828 Hector</td>
<td>City of Ithaca</td>
<td>For Sale</td>
<td>1</td>
<td>Aug 2018</td>
</tr>
<tr>
<td>304 Hector</td>
<td>City of Ithaca</td>
<td>For Sale</td>
<td>1</td>
<td>Dec 2017</td>
</tr>
<tr>
<td>202 Hancock TH</td>
<td>City of Ithaca</td>
<td>For Sale</td>
<td>7</td>
<td>Sept 2017</td>
</tr>
<tr>
<td>210 Hancock MFA</td>
<td>City of Ithaca</td>
<td>Rental</td>
<td>59</td>
<td>Sept 2017</td>
</tr>
<tr>
<td>203 Third Street</td>
<td>City of Ithaca</td>
<td>For Sale</td>
<td>1</td>
<td>Mar 2016</td>
</tr>
<tr>
<td>Stone Quarry Apartments</td>
<td>City of Ithaca</td>
<td>Rental</td>
<td>35</td>
<td>Sept 2015</td>
</tr>
<tr>
<td>314 S. Plain St.</td>
<td>City of Ithaca</td>
<td>For Sale</td>
<td>1</td>
<td>Sept 2014</td>
</tr>
<tr>
<td>214 Second St.</td>
<td>City of Ithaca</td>
<td>For Sale</td>
<td>2</td>
<td>Sept 2014</td>
</tr>
<tr>
<td>Holly Creek Phase II</td>
<td>Town of Ithaca</td>
<td>For Sale</td>
<td>11</td>
<td>June 2014</td>
</tr>
<tr>
<td>Breckenridge Place</td>
<td>City of Ithaca</td>
<td>Rental</td>
<td>50</td>
<td>Dec 2013</td>
</tr>
<tr>
<td>Poets Landing</td>
<td>Village of Dryden</td>
<td>Rental</td>
<td>72</td>
<td>Jun 2013</td>
</tr>
<tr>
<td>10 Hawthorne Circle</td>
<td>City of Ithaca</td>
<td>For Sale</td>
<td>1</td>
<td>Jun 2013</td>
</tr>
<tr>
<td>Holly Creek Phase I</td>
<td>Town of Ithaca</td>
<td>For Sale</td>
<td>11</td>
<td>Dec 2012</td>
</tr>
<tr>
<td>507 Cascadilla Street</td>
<td>City of Ithaca</td>
<td>For Sale</td>
<td>1</td>
<td>Dec 2012</td>
</tr>
<tr>
<td>305 E. Falls St.</td>
<td>City of Ithaca</td>
<td>For Sale</td>
<td>2</td>
<td>Nov 2012</td>
</tr>
<tr>
<td>528-30 Chestnut St.</td>
<td>City of Ithaca</td>
<td>For Sale</td>
<td>4</td>
<td>June 2012</td>
</tr>
<tr>
<td>711 Hancock St.</td>
<td>City of Ithaca</td>
<td>For Sale</td>
<td>1</td>
<td>Mar 2012</td>
</tr>
<tr>
<td>709 Hancock St</td>
<td>City of Ithaca</td>
<td>For Sale</td>
<td>1</td>
<td>June 2011</td>
</tr>
<tr>
<td>313-317 S. Corn St.</td>
<td>City of Ithaca</td>
<td>For Sale</td>
<td>4</td>
<td>June 2010</td>
</tr>
<tr>
<td>407-09 Elm St.</td>
<td>City of Ithaca</td>
<td>For Sale</td>
<td>3</td>
<td>June 2010</td>
</tr>
<tr>
<td>515 W. Clinton St</td>
<td>City of Ithaca</td>
<td>For Sale</td>
<td>1</td>
<td>Jan 2010</td>
</tr>
<tr>
<td>Cedar Creek</td>
<td>City of Ithaca</td>
<td>Rental</td>
<td>39</td>
<td>Sept 2009</td>
</tr>
<tr>
<td>106 Westfield Dr.</td>
<td>City of Ithaca</td>
<td>For Sale</td>
<td>1</td>
<td>June 2009</td>
</tr>
<tr>
<td><strong>Total Units</strong></td>
<td></td>
<td></td>
<td><strong>476</strong></td>
<td></td>
</tr>
</tbody>
</table>
Statement of Qualifications

OVERVIEW
Ithaca Neighborhood Housing Services (INHS) is a 501(c)(3) corporation established in 1976 to revitalize Ithaca’s downtown neighborhoods and promote affordable housing. Over the past four decades, INHS has significantly expanded its services, service area and resources, including in 2015 affiliating with Better Housing for Tompkins County (BHTC), another affordable housing not-for-profit. In 2018, the Board of Directors for both 501(c)(3) organizations voted to be publicly known as INHS. Today, INHS is a $44.5 million affordable housing provider that operates a comprehensive array of housing programs in seven counties in the Central New York and Finger Lakes regions, including Cayuga, Chemung, Cortland, Schuyler, Seneca, Tioga and Tompkins Counties.

PROFESSIONAL AFFILIATIONS AND CERTIFICATIONS
- Certified by the U.S. Department of Treasury as a Community Development Financial Institution (CDFI).
- Licensed by the New York State Department of Financial Services as an Exempt Mortgage Banker.
- Certified as both a Community Housing Development Organization (CHDO) and a Community Based Development Organization (CBDO).
- Certified by the U.S. Department of Housing and Urban Development as a HUD Counseling Agency.
- Chartered by NeighborWorks America as a NeighborWorks Organization.
- Certified by the Neighborhood Reinvestment Corporation as a Full Cycle Lender.
- Certified by the U.S. Environmental Protection Agency as an Energy Star builder.

PROGRAMS AND SERVICES

Loan Programs
- **Total Lending:** INHS has closed over $61 million in loans. These loans have leveraged over $113 million in conventional financing. Its delinquency and default rates are well below the national averages for market rate prime loans.

- **Purchase Assistance to First Time Homebuyers:** Second mortgage financing in tandem with first mortgages from banks, credit unions and SONYMA. Products include amortizing, deferred, and forgivable loans. INHS has assisted over 1,200 first-time homebuyers with loans that total over $28 million. These funds have leveraged nearly $113 million in conventional first mortgage loans and homebuyer equity.

- **Home Improvement Loans to Existing Homeowners:** INHS provides low cost financing and technical assistance with construction to address a broad range of structural, energy conservation, and capital needs for existing homeowners. INHS has assisted over 1,300 clients for over $27 million.

- **Rental Housing Development:** INHS has provided loans to private and non-profit developers to finance affordable rental housing. Loans totaling over $17 million have helped to produce 740 new rental units.

- **Emergency Rental Assistance:** INHS provides rent relief to households experiencing COVID-related income loss across Schuyler, Seneca, Tioga, and Tompkins Counties. INHS has assisted 63 households with over $150,000 in loans.

www.ithacanhs.org  •  (607) 277-4500  •  115 W. Clinton St., Ithaca, NY 14850
Education and Counseling Programs

- **Homebuyer Education**: INHS provides nationally certified classroom training and one-to-one counseling to position renters to become successful homebuyers. Pre-purchase classes are offered in both eight-hour group and online versions. INHS has provided education and one-on-one counseling to nearly 5,800 households.

Real Estate Development

- **Overall**: INHS has been the sole developer of, or collaborated with, non-profit and for-profit developers to create over 1,343 units of housing for over $188 million.

- **Rental Housing Development**: INHS has been the sole developer of, or collaborated with, non-profit and for-profit developers to create 1,140 units of rental housing. INHS services include pre-development planning, grant writing, construction management, financing, property management, and contract compliance. Currently, INHS has over 341 new rental units in development.

- **For Sale Housing Development**: INHS develops new one- and two-family detached homes and multi-unit attached homes as permanently affordable housing under a Community Land Trust model. INHS has completed 50 units of Energy Star or LEED-certified homes. INHS has six units under construction and 19 new units in development. All homes developed by INHS are sold to low-income first time homebuyers and placed into its Community Housing Trust (CHT).

- **Community Housing Trust**: INHS places the for-sale housing it creates into a trust to provide homes that remain permanently affordable to future homebuyers. INHS uses grants and subsidies to sell the homes well below market prices while retaining ownership of the land. Buyers of CHT homes lease the land from INHS. Buyers agree to sell their homes only to other low- to moderate-income buyers and to return excess gains on sale to the trust. There are currently 61 homes in the trust.

- **House Recycling**: INHS targets eyesore properties for acquisition, rehabilitation and sale as part of its neighborhood revitalization strategy. INHS has completed 170 House Recycling units, primarily in the City of Ithaca, and has two new units in development. All of these homes have been sold to low-income first time homebuyers. INHS also provides low-cost financing to enhance affordability.

- **Commercial Development and Management**: INHS has developed and managed 10 commercial units in three housing developments. Commercial space includes early Head Start facilities, non-profit office space and for-profit retail.

Rental Housing Management

- **Full Service Property Management**: INHS owns or manages 479 units of residential, community and commercial spaces in 66 buildings in 32 locations. All rentals serve a low and moderate-income market. Many INHS buildings were previously dilapidated and were extensively renovated by INHS as part of a neighborhood revitalization strategy. The property management staff is LIHTC certified.

- **Property Management Department Certifications**: Fair Housing, Low-Income Housing Tax Credit Compliance, HUD Subsidized Multifamily Housing Occupancy, Compliance for Mixed Financing, OSHA 10. Full certification list can be found at: irthancnhs.org/PMCertifications.

Repairs Program

- **Elderly and Disabled Homeowners**: INHS provides emergency or minor repairs that enable at risk homeowners to safely remain in their homes. INHS has provided over 8,200 household repairs.

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FINANCIAL STRENGTH
INHS operates a complex, multi-faceted business that includes four lines of business and nearly 40 affiliated companies and corporations, both for-profit and not-for-profit.

INHS is a strong and stable organization that has $41 million in total assets and $36 million in net assets. The organization has over $14 million dedicated solely to lending, including unrestricted funds that may be used for a wide variety of purposes and in a large geographic area.

INHS regularly receives unqualified opinions from their auditors, and have successfully managed tens of millions of dollars of contracts from state and federal housing agencies, non-profit corporations and private entities.
INDEPENDENT AUDITORS’ REPORT

Board of Directors
Ithaca Neighborhood Housing Services, Inc. and Subsidiaries
Ithaca, New York

Report on the Financial Statements
We have audited the accompanying consolidated financial statements of Ithaca Neighborhood Housing Services, Inc. and Subsidiaries, which comprise the Consolidated Statements of Financial Position as of December 31, 2020 and 2019, and the related Consolidated Statements of Activities, Functional Expenses, and Cash Flows for the years then ended, and the related notes to the financial statements.

Management’s Responsibility for the Financial Statements
Management is responsible for the preparation and fair presentation of these consolidated financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of consolidated financial statements that are free from material misstatement, whether due to fraud or error.

Auditors’ Responsibility
Our responsibility is to express an opinion on these consolidated financial statements based on our audits. We conducted our audits in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States, the standards prescribed by the New York State Division of Housing and Community Renewal, 1995 edition, and the New York State Affordable Housing Corporation. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the consolidated financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the consolidated financial statements. The procedures selected depend on the auditors’ judgment, including the assessment of the risks of material misstatement of the consolidated financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity’s preparation and fair presentation of the consolidated financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity’s internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the consolidated financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

INSERO & CO. CPAs, LLP
The Highest Standard | (800) 232-9547 | www.insercpa.com
Opinion
In our opinion, the consolidated financial statements referred to above present fairly, in all material respects, the consolidated financial position of Ithaca Neighborhood Housing Services, Inc. and Subsidiaries as of December 31, 2020 and 2019 and the changes in its net assets and its cash flows for the years then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matters
Our audit was conducted for the purpose of forming an opinion on the consolidated financial statements as a whole. The consolidating schedules on pages 54-59a are presented for purposes of additional analysis and are not part of the basic financial statements. The Schedule of Expenditures of Federal Awards on page 64, as required by Title 2 U.S. Code of Federal Regulations (CFR) Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, is presented for purposes of additional analysis and is not a required part of the consolidated financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the consolidated financial statements. The information has been subjected to the auditing procedures applied in the audit of the consolidated financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the consolidated financial statements or to the consolidated financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the Consolidating Schedules and the Schedule of Expenditures of Federal Awards are fairly stated, in all material respects, in relation to the consolidated financial statements as a whole.

Other Reporting Required by Government Auditing Standards
In accordance with Government Auditing Standards, we have also issued our report dated April 9, 2021 on our consideration of Ithaca Neighborhood Housing Services, Inc. and Subsidiaries’ internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of Ithaca Neighborhood Housing Services, Inc. and Subsidiaries’ internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with Government Auditing Standards in considering Ithaca Neighborhood Housing Services, Inc. and Subsidiaries' internal control over financing reporting and compliance.

Respectfully submitted,

Insero & Co. CPAs, LLP
Certified Public Accountants

Ithaca, New York
April 9, 2021
INDEPENDENT AUDITORS’ REPORT ON INTERNAL CONTROL OVER
FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS
BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN
ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS

Board of Directors
Ithaca Neighborhood Housing
Services, Inc. and Subsidiaries
Ithaca, New York

We have audited, in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in Government Auditing Standards issued by the Comptroller General of the United States, the consolidated financial statements of Ithaca Neighborhood Housing Services, Inc. (a nonprofit organization) and Subsidiaries (INHS), which comprise the Consolidated Statements of Financial Position as of December 31, 2020, and the related Consolidated Statements of Activities, Functional Expenses, and Cash Flows for the year then ended, and the related notes to the financial statements, and have issued our report thereon dated April 9, 2021.

Internal Control Over Financial Reporting
In planning and performing our audit of the financial statements, we considered INHS’ internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of INHS’ internal control. Accordingly, we do not express an opinion on the effectiveness of the INHS’ internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A material weakness is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity’s financial statements will not be prevented, or detected and corrected on a timely basis. A significant deficiency is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.
Compliance and Other Matters
As part of obtaining reasonable assurance about whether INHS’ financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under Government Auditing Standards.

Purpose of This Report
The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing and not to provide an opinion on the effectiveness of INHS’ internal control or on compliance. This report is an integral part of an audit performed in accordance with Government Auditing Standards in considering INHS’ internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Respectfully submitted,

Insero & Co. CPAs, LLP
Certified Public Accountants

Ithaca, New York
April 9, 2021
INDEPENDENT AUDITORS’ REPORT ON COMPLIANCE FOR EACH MAJOR PROGRAM AND ON INTERNAL CONTROL OVER COMPLIANCE REQUIRED BY UNIFORM GUIDANCE

Board of Directors
Ithaca Neighborhood Housing Services, Inc. and Subsidiaries
Ithaca, New York

Report on Compliance for Each Major Federal Program
We have audited Ithaca Neighborhood Housing Services, Inc. and Subsidiaries’ (INHS) compliance with the types of compliance requirements described in the OMB Compliance Supplement that could have a direct and material effect on each of INHS’ major federal programs for the year ended December 31, 2020. INHS’ major federal programs are identified in the summary of auditors’ results section of the accompanying Schedule of Findings and Questioned Costs.

Management’s Responsibility
Management is responsible for compliance with federal statutes, regulations, and the terms and conditions of its federal awards applicable to its federal programs.

Auditors’ Responsibility
Our responsibility is to express an opinion on compliance for each of INHS’ major federal programs based on our audit of the types of compliance requirements referred to above. We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States; and the audit requirements of Title 2 U.S. Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance). Those standards and Uniform Guidance require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about INHS’ compliance with those requirements and performing such other procedures as we considered necessary in the circumstances.

We believe that our audit provides a reasonable basis for our opinion on compliance for each major federal program. However, our audit does not provide a legal determination on Ithaca Neighborhood Housing Services, Inc. and Subsidiaries’ compliance.
Opinion on Each Major Federal Program
In our opinion, Ithaca Neighborhood Housing Services, Inc. and Subsidiaries complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended December 31, 2020.

Report on Internal Control Over Compliance
Management of INHS is responsible for establishing and maintaining effective internal control over compliance with the types of compliance requirements referred to above. In planning and performing our audit of compliance, we considered INHS’ internal control over compliance with the types of requirements that could have a direct and material effect on each major federal program to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing an opinion on compliance for each major federal program and to test and report on internal control over compliance in accordance with Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of INHS’ internal control over compliance.

A deficiency in internal control over compliance exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. A material weakness in internal control over compliance is a deficiency, or combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis. A significant deficiency in internal control over compliance is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies. We did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of Uniform Guidance. Accordingly, this report is not suitable for any other purpose.

Respectfully submitted,

Insero & Co. CPAs, LLP
Certified Public Accountants

Ithaca, New York
April 9, 2021
# ITHACA NEIGHBORHOOD HOUSING SERVICES, INC. AND SUBSIDIARIES

## SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS

**DECEMBER 31, 2020**

<table>
<thead>
<tr>
<th>Federal Grantor/ Pass-Through Grantor Program Title</th>
<th>Federal CFDA #</th>
<th>Pass-Through Grantor No.</th>
<th>Expenditures to Subrecipients</th>
<th>Expenditures</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>U.S. Department of Housing and Urban Development</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>CDBG - Entitlement Grants Cluster:</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Passed Through the County of Tompkins:</td>
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<td></td>
<td></td>
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<tr>
<td>Community Development Block Grant/Entitlement Grants</td>
<td>14.218</td>
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<td><strong>Total Expenditures of Federal Awards</strong></td>
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(1) - Denotes Unable to Obtain Pass-Through Grantor No.

N/A - Denotes Not Applicable (Direct Award)

*See Notes to Schedule of Expenditures of Federal Awards*
ITHACA NEIGHBORHOOD HOUSING SERVICES, INC.
AND SUBSIDIARIES

NOTES TO SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
DECEMBER 31, 2020

Note 1  Basis of Presentation
The accompanying Schedule of Expenditures of Federal Awards presents the activity of all federal awards programs administered by INHS, an entity as defined in Note 1 to INHS' financial statements. Federal awards received directly from federal agencies, as well as federal awards passed through from other government agencies, are included on the Schedule of Expenditures of Federal Awards.

Note 2  Basis of Accounting
The basis of accounting varies by federal program consistent with the underlying regulations pertaining to each program.

The amounts reported as federal expenditures generally were obtained from the appropriate federal financial reports for the applicable programs and periods. The amounts reported in these federal financial reports are prepared from records maintained for each program. These records are periodically reconciled to the general ledger, which is the source of the financial statements.

Note 3  Indirect Costs
Indirect costs are included in the reported expenditures to the extent they are included in the federal financial reports used as the source for the data presented. INHS did not elect to use the deminimus indirect cost rate permitted under the Uniform Guidance.

Note 4  Matching Costs
Matching costs, i.e., INHS' share of certain program costs, are not included in the reported expenditures.

Note 5  Purpose of the Grants
The purpose of the grants is to enable INHS to procure, repair, and recycle housing for low-income individuals and families. The Community Development Block Grant reflects rent monies received from housing previously restored by federal grant money.
I. Summary of auditors’ results

a. The type of report issued on financial statements of auditee was unmodified.

b. Significant deficiencies in internal control were not disclosed by the audit of the financial statements.

c. The audit of the financial statements disclosed no noncompliance that is material to the financial statements of the auditee.

d. No significant deficiencies in internal control over major programs were disclosed by the audit.

e. The type of report issued on compliance for major programs was unmodified.

f. No audit findings under Uniform Guidance §200.516(a) were disclosed.

g. Major programs are as follows:

   U.S. Department of Treasury:
   NeighborWorks® America CFDA #21.000

h. The dollar threshold used is $750,000 to distinguish between Type A and Type B programs.

i. The auditee qualified as a low-risk auditee.

II. Findings required to be reported under GAGAS

   None

III. Findings required to be reported under Uniform Guidance

   None
Proposed Resolution
IURA Neighborhood Investment Committee
April 8, 2022

2022 Designation of Ithaca Neighborhood Housing Services, Inc. (INHS) as a Community Housing Development Organization (CHDO) and as a Community Based Development Organization (CBDO)

WHEREAS, the Ithaca Urban Renewal Agency (IURA) has been designated by the City of Ithaca as the Lead Agency to develop, administer and implement the HUD Entitlement Grant program, including funds received through the HOME Investment Partnerships (HOME) program, and

WHEREAS, grant recipients under the HOME program are termed Participating Jurisdictions (PJs), and

WHEREAS, PJs must reserve not less than 15% of their HOME allocation for investment in housing to be developed, sponsored, or owned by Community Housing Development Organizations (CHDOs), and

WHEREAS, each PJ must annually identify CHDOs that are capable of carrying out projects to address priority housing needs identified in the Consolidated Plan, and

WHEREAS, a CHDO is a specific type of community-based non-profit organization as defined in 24 CFR §92.2, and

WHEREAS, on October 1, 2021, Ithaca Neighborhood Housing Services, Inc. (INHS) submitted materials documenting its qualifications and requested renewal of its designation as a CHDO by the IURA, and

WHEREAS, on March 14, 2022, IURA Staff completed a point-in-time review of said documents, and

WHEREAS, at its April 8, 2022 meeting, the Neighborhood Investment Committee of the Ithaca Urban Renewal Agency compared the submitted materials against CHDO criteria and recommends the following; now, therefore be it

RESOLVED, that the IURA, acting in its capacity as the Lead Agency for the Participating Jurisdiction of the City of Ithaca, hereby renews its designation of Ithaca Neighborhood Housing Services, Inc. as a CHDO for the 2022 Action Plan, and be it further

RESOLVED, that the IURA, acting in its capacity as the Lead Agency for the Participating Jurisdiction of the City of Ithaca, and pursuant to 24 CFR §570.204(c)(2)(iii) hereby renews its designation of Ithaca Neighborhood Housing Services, Inc. as a Community Based Development Organization (CBDO) for the 2022 Action Plan, pending input from HUD.
# IURA Recommended Draft 2022 Action Plan, City of Ithaca, NY

## March 24th, 2022

### FUNDING ALLOCATIONS

<table>
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<tr>
<th>Project Summary</th>
<th>CDBG</th>
<th>HOME</th>
<th>TOTAL</th>
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<td>$788,601.96</td>
<td>$343,515.40</td>
<td>$1,132,117.36</td>
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</tbody>
</table>

### PUBLIC FACILITIES/INFRASTRUCTURE

1. **HOUSING**
   - **215 Cleveland Ave. Rehab**
     - **Sponsor:** Ithaca Neighborhood Housing Services
     - **Funding Request:** $30,000.00
     - **Total Project Cost:** $280,471.00
     - **Funding:** $59,000.00
     - Funding towards rehabilitation of single-family house to become a permanently affordable for-sale Community Housing Trust home for LMI households.
   - **Homeowner Rehab**
     - **Sponsor:** Ithaca Neighborhood Housing Services
     - **Funding Request:** $195,000.00
     - **Total Project Cost:** $276,846.89
     - **Funding:** $136,123.31
     - Assistance to LMI homeowners with maintenance and rehabilitation projects that improve condition, performance, accessibility, and safety of their homes.
   - **Minor Repair Program**
     - **Sponsor:** Ithaca Neighborhood Housing Services
     - **Funding Request:** $40,000.00
     - **Total Project Cost:** $233,243.00
     - **Funding:** $40,000.00
     - Funding towards salary/benefits to provide at least 40 LMI homeowners with maintenance and repairs focused on health/safety issues, accessibility, and providing links to other programs and services.
   - **Aurora St. & Morris Ave. Revitalization**
     - **Sponsor:** Habitat for Humanity
     - **Funding Request:** $70,000.00
     - **Total Project Cost:** $270,000.00
     - **Funding:** $70,000.00
     - Funding to rehabilitate 2 homes, creating 2 units of owner-occupied affordable housing for first-time LMI homeowners.
   - **Sears St. Development**
     - **Sponsor:** Ithaca Neighborhood Housing Services
     - **Funding Request:** $200,000.00
     - **Total Project Cost:** $1,700,000.00
     - **Funding:** $92,140.40
     - Funding to construct 2 new permanently affordable for-sale Community Housing Trust homes.
   - **Security Deposit Assistance for Vulnerable Households**
     - **Sponsor:** Catholic Charities of Tompkins/Tioga Counties
     - **Funding Request:** $74,000.00
     - **Total Project Cost:** $101,106.00
     - **Funding:** $74,000.00
     - Funding towards security deposits for 65 LMI households (incl. elderly, disabled, single parents) at risk of homelessness to access affordable housing and avoid homeless situations, including 5 deposits for Housing for School Success program families/children.
   - **Security Deposit Assistance Delivery**
     - **Sponsor:** Catholic Charities of Tompkins/Tioga Counties
     - **Funding Request:** $2,500.00
     - **Total Project Cost:** $2,500.00
     - **Funding:** $2,500.00
     - Project-delivery for security deposit assistance program.
   - **Housing Subtotal:** $631,500.00
     - **Total Project Cost:** $2,864,166.68
     - **Funding:** $1,782,331.00

### ECONOMIC DEVELOPMENT

2. **Green Job Opportunities Through Reuse Training**
   - **Sponsor:** Finger Lakes ReUse, Inc.
   - **Funding Request:** $61,934.65
   - **Total Project Cost:** $164,365.32
   - **Funding:** $61,934.65
   - Funding towards job training for LMI populations and placement at at least 8 LMI adults with employment barriers into permanent unsubsidized positions.
3. **Work Preserve Job Training: Job Placements**
   - **Sponsor:** Historic Ithaca, Inc.
   - **Funding Request:** $67,500.00
   - **Total Project Cost:** $202,617.00
   - **Funding:** $67,500.00
   - Funding for staff salaries and participant stipends leading to job placements of 5 LMI individuals (e.g., youth, adults, homeless, formerly incarcerated, people with disabilities/mental illness/barriers to employment, new entrants to workforce), following job-readiness training.
4. **Housing Employment Training Program (HETP)**
   - **Sponsor:** Greater Ithaca Activities Center, Inc. (GIAC)
   - **Funding Request:** $100,000.00
   - **Total Project Cost:** $142,000.00
   - **Funding:** $50,000.00
   - Staff salaries, stipends, and professional fees to train 10 and place 8 LMI adults with employment barriers (e.g., people with disabilities, formerly incarcerated, homeless, recovering addicts, single parents) into hospitality and office/administrative positions.
5. **Economic Development Loan Fund**
   - **Sponsor:** IURA
   - **Funding Request:** $130,000.00
   - **Total Project Cost:** $306,000.00
   - **Funding:** $50,000.00
   - Capitalize loan fund for business loans resulting in job creation (including underwriting and delivery).
   - **Economic Development Subtotal:** $349,434.65
     - **Total Project Cost:** $809,182.52
     - **Funding:** $229,434.65
     - $0.00
     - **Total Project Funding:** $229,434.65

### PUBLIC SERVICES

6. **Catholic Charities Building**
   - **Sponsor:** Ithaca Neighborhood Housing Services
   - **Funding Request:** $93,744.00
   - **Total Project Cost:** $221,344.00
   - **Funding:** $89,744.00
   - Funding for planning, administration, and monitoring for HOME program.
7. **West End Pedestrian Improvements**
   - **Sponsor:** City of Ithaca
   - **Funding Request:** $205,000.00
   - **Total Project Cost:** $370,000.00
   - **Funding:** $55,000.00
   - Funding to construct ADA curb ramps, sidewalks, and crosswalks at Elm St/Chestnut St. to benefit 1,035 LMI residents.
   - **Public Services Subtotal:** $298,744.00
     - **Total Project Cost:** $591,344.00
     - **Funding:** $144,744.00
     - $0.00
     - **Total Project Funding:** $144,744.00

### ADMINISTRATION

8. **CDGB Administration (20%)**
   - **Sponsor:** IURA
   - **Funding Request:** $133,600.00
   - **Total Project Cost:** $133,600.00
   - **Funding:** $133,600.00
   - Planning, administration, and monitoring for CDBG program.
9. **HOME Administration (15%)**
   - **Sponsor:** IURA
   - **Funding Request:** $33,000.00
   - **Total Project Cost:** $33,000.00
   - **Funding:** $33,000.00
   - Planning, administration, and monitoring for HOME program.
   - **Administration Subtotal:** $166,600.00
     - **Total Project Cost:** $166,600.00
     - **Funding:** $133,600.00
     - $33,000.00
     - **Total Project Funding:** $136,600.00

### TOTALS

- **Total Project Funding:** $1,608,568.65
- **Total Project Cost:** $5,201,418.18
- **Funding:** $788,601.96
- **Planning:** $343,515.40
- **Total:** $1,132,117.36

**ACRONYMS:**
- R/U = Recaptured/Unallocated (from prior years)
- LMI = Low & Moderate Income (80% or less of AMI)
- AMI = Area Median Income (Tompkins County)
- FTE = Full-Time Equivalent
- PI = Program Income

*CHDO Set-Aside Eligible Projects: 2

Minimum Required Set-Aside of HOME Funds for CHDO Activities (15%): $49,500.00

Partial funding to support updating a technology lab with 12 new computer stations, scanner/printer, overhead projector, and updated software.

Staffing to provide 100 refugees and immigrants with direct services and referrals so they can better integrate into the community.

Funding for staff salaries to provide 5 LMI youth and adults with job-readiness training, workplace evaluations, and support in transitioning to other services or employment.

Staffing to provide 100 refugees and immigrants with direct services and referrals so they can better integrate into the community.

Funding to support updating a technology lab with 12 new computer stations, scanner/printer, overhead projector, and updated software, which will improve the accessibility and ability of 80 LMI individuals (schoolchildren/job-seekers).

Funding to deliver curriculum and support for 5 LMI individuals into hospitality and office/administrative positions.

Funding to two instructors to deliver curriculum necessary to prepare participants for apprenticeship programs in the trades. Total enrollment for 12 months is expected to be 30 LMI individuals, with 20 reaching course completion, and 10 reaching placement.

Funding to support weekly food bank (free food distributions) at the Latino Multicultural Center reaching at least 180 unduplicated LMI individuals.

**Planning, administration, and monitoring for CDBG program.**
Adopted Resolution
Ithaca Urban Renewal Agency
March 24, 2022

Draft 2022 Action Plan: City of Ithaca HUD Entitlement Program

WHEREAS, the City of Ithaca (City) is eligible to receive an annual formula allocation of funds to address community development needs through the U.S. Department of Housing & Urban Development (HUD) Entitlement program from the Community Development Block Grant (CDBG) program and the Home Investment Partnerships (HOME) program funding sources, and

WHEREAS, the City has contracted with the Ithaca Urban Renewal Agency (IURA) to administer, implement and monitor the City’s HUD Entitlement program in compliance with all applicable regulations, and

WHEREAS, on an annual basis an Action Plan must be submitted to HUD to access HUD Entitlement program funding allocated to the City, and

WHEREAS, the 2022 Action Plan identifies a specific list of budgeted community development activities to be funded from the 2022 HUD Entitlement program allocation and associated funds administered by the IURA, and

WHEREAS, the IURA utilized an open and competitive project selection process for development of the 2022 Action Plan in accordance with the City of Ithaca Citizen Participation Plan, now, therefore, be it

WHEREAS, as of March 15, 2022, the U.S. Department of Housing and Urban Development (HUD) had not officially notified Entitlement Communities of 2022 CDBG or HOME allocations, and

WHEREAS, funding available to be allocated through the 2022 Action Plan funding process is anticipated to include the following:

- $668,000.00 CDBG 2022 allocation
- $120,000.00 CDBG 2022 projected Program Income
- $601.96 CDBG recaptured/unallocated funds
- $330,000.00 HOME 2022 allocation
- $13,515.40 HOME recaptured/unallocated funds
- **$1,132,117.36 Total**, and

WHEREAS, the IURA Recommended Action Plan includes contingencies to accommodate the possibility that actual HUD allocations may differ than the anticipated allocations, specifically:

Should the City’s 2022 HOME allocation be *greater* than anticipated, funding for the following recommended activities will be increased:

1. Project #2: Homeowner Rehabilitation Project, Ithaca Neighborhood Housing Services (INHS)
2. Project #6: Sears Street Development Project, Ithaca Neighborhood Housing Services (INHS)
Should the City’s 2022 HOME allocation be less than anticipated, funding for the following recommended activities will be decreased:

1. Project #2: Homeowner Rehabilitation Project, Ithaca Neighborhood Housing Services (INHS) — Deduct up to $24,375.00
2. Project #6: Sears Street Development Project, Ithaca Neighborhood Housing Services (INHS)

Should the City’s 2022 CDBG allocation be greater than anticipated, funding for the following recommended activities will be increased:

1. Project #13: Bus Stops & Shelters, Tompkins Consolidated Area Transit, Inc. (TCAT) — Funding for fully functional component(s); but not less than $10,000.00.
2. Project #19: GIAC Computer Lab, Greater Ithaca Activities Center, Inc. (GIAC) — Full funding for additional computer station (subject to Public Services cap).
3. Economic Development Loan Fund (ED-LF)

Should the City’s 2022 CDBG allocation be less than anticipated, funding for the following recommended activities will be decreased:

1. Project #12: Catholic Charities Building, Ithaca Neighborhood Housing Services, Inc. (INHS)
2. Project #21: Latino Multicultural Center, No Más Lágrimas — $1,400.00 | Project #19: GIAC Computer Lab, Greater Ithaca Activities Center, Inc. (GIAC) — $1,896.00/station;

now, therefore, be it

RESOLVED, the IURA hereby adopts the attached summary table titled “IURA Recommended Draft 2022 Action Plan, City of Ithaca, NY,” dated March 24th, 2022, and forwards it to the City of Ithaca Common Council for review, and recommends its approval for allocating the 2022 HUD Entitlement Program award along with associated funds listed above, and be it further

RESOLVED, that the Urban Renewal Plan shall be amended to include activities funded in the adopted 2022 Action Plan.
### 2019 CDBG Activities

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<tr>
<th>ON</th>
<th>SCHEDULE</th>
<th>HUD ENTITLEMENT ACTIVITIES</th>
<th>SPONSOR</th>
<th>TOTAL BUDGET</th>
<th>TOTAL SPENT</th>
<th>TOTAL ENTITLEMENT FUNDS</th>
<th>TOTAL UNEXPENDED</th>
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Total: 822,785.94, 819,682.51, 3,103.48, 0.00, 0.00, 100%

### 2019 HOME Activities

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<th>ON</th>
<th>SCHEDULE</th>
<th>HUD ENTITLEMENT ACTIVITIES</th>
<th>SPONSOR</th>
<th>TOTAL BUDGET</th>
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<td>1.0 Homemaker Rehab&lt;sup&gt;7&lt;/sup&gt;</td>
<td>INHS</td>
<td>42,151.58</td>
<td>0.00</td>
<td>42,151.58</td>
<td>0.00</td>
<td>0.00</td>
<td>100%</td>
</tr>
<tr>
<td>8012</td>
<td>ok</td>
<td>3.0 Founders Way Rental</td>
<td>INHS</td>
<td>199,900.00</td>
<td>0.00</td>
<td>174,900.00</td>
<td>25,000.00</td>
<td>0.00</td>
<td>87%</td>
</tr>
<tr>
<td>8013</td>
<td>complete</td>
<td>4.0 Housing Scholarship Program</td>
<td>The Learning Web</td>
<td>70,560.00</td>
<td>0.00</td>
<td>70,560.00</td>
<td>0.00</td>
<td>0.00</td>
<td>100%</td>
</tr>
<tr>
<td>8014</td>
<td>ok</td>
<td>5.0 Security Deposit Assistance-Vulnerable Households&lt;sup&gt;6, 11, 38&lt;/sup&gt;</td>
<td>Catholic Charities</td>
<td>64,000.00</td>
<td>0.00</td>
<td>63,134.30</td>
<td>865.70</td>
<td>0.00</td>
<td>99%</td>
</tr>
<tr>
<td>8015</td>
<td>complete</td>
<td>18.0 HOME Admin</td>
<td>KJRA</td>
<td>30,597.20</td>
<td>0.00</td>
<td>30,597.20</td>
<td>0.00</td>
<td>0.00</td>
<td>100%</td>
</tr>
<tr>
<td>8016</td>
<td>complete</td>
<td>19.0 Income Eligibility</td>
<td>KJRA</td>
<td>849.60</td>
<td>0.00</td>
<td>849.60</td>
<td>0.00</td>
<td>0.00</td>
<td>100%</td>
</tr>
</tbody>
</table>

Total: 425,295.78, 381,348.08, 37,922.10, 0.00, 0.00, 91%
## HUD Entitlement Activities

<table>
<thead>
<tr>
<th>#</th>
<th>Schedule</th>
<th>PI TOTAL Entitlement Funds</th>
<th>Expended</th>
<th>Unexpended</th>
<th>% Spent</th>
</tr>
</thead>
<tbody>
<tr>
<td>6080</td>
<td></td>
<td>891,452.26</td>
<td>17,918.18</td>
<td>713,534.08</td>
<td>2%</td>
</tr>
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</table>

### 2021 HOME Activities

<table>
<thead>
<tr>
<th>#</th>
<th>Sponsor</th>
<th>BUDGET</th>
<th>Expended</th>
<th>Unexpended</th>
<th>% Spent</th>
</tr>
</thead>
<tbody>
<tr>
<td>8026</td>
<td>INHS</td>
<td>24,999.00</td>
<td>19,257.00</td>
<td>5,742.00</td>
<td>77%</td>
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<tr>
<td>8027</td>
<td>INHS</td>
<td>57,170.80</td>
<td>0.00</td>
<td>57,170.80</td>
<td>0%</td>
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<tr>
<td>8028</td>
<td>INHS</td>
<td>77,850.00</td>
<td>0.00</td>
<td>77,850.00</td>
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</tr>
<tr>
<td>8029</td>
<td>The Learning Web</td>
<td>75,600.00</td>
<td>0.00</td>
<td>75,600.00</td>
<td>0%</td>
</tr>
<tr>
<td>8030</td>
<td>Catholic Charities</td>
<td>74,000.00</td>
<td>0.00</td>
<td>74,000.00</td>
<td>0%</td>
</tr>
<tr>
<td>8031</td>
<td>IURA</td>
<td>33,471.50</td>
<td>8,814.09</td>
<td>24,657.41</td>
<td>26%</td>
</tr>
</tbody>
</table>

### Total Unexpended Funds

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Unexpended CDBG Entitlement Funds (Excludes CDBG-CV Funds)</td>
<td>1,072,076.96</td>
</tr>
<tr>
<td>Unexpended CDBG Program Income Committed to Action Plan Activities</td>
<td>230,186.95</td>
</tr>
<tr>
<td>CDBG Revolving Loan Fund Balance (RD2 Bank Balance excluding Interest)</td>
<td>211,248.93</td>
</tr>
<tr>
<td>Unexpended HOME Entitlement Funds</td>
<td>588,859.20</td>
</tr>
<tr>
<td>Unexpended HOME Program Income</td>
<td>0.00</td>
</tr>
<tr>
<td>HOME Program Income Unassigned</td>
<td>0.00</td>
</tr>
<tr>
<td>Total Unexpended HUD Funds</td>
<td>1,872,185.09</td>
</tr>
<tr>
<td>Unexpended CDBG-CV Funds</td>
<td>403,801.80</td>
</tr>
<tr>
<td>Unexpended CDBG-CV Program Income</td>
<td>29,200.00</td>
</tr>
<tr>
<td>Total Unexpended COVID-19 Funds</td>
<td>433,001.80</td>
</tr>
<tr>
<td>Total Unexpended HUD Funds</td>
<td>2,275,986.89</td>
</tr>
</tbody>
</table>

### 1.5 CDBG Spend Down Ratio Analysis (must be less than 1.5 by June 1st of each year)

- **CDBG Spend Down Ratio** = total unexpended CDBG funds/most recent annual CDBG award
- **Most Recent Annual CDBG Award**: 690,793
- **1.5 x Most Recent CDBG Award**: 1,036,190
- **Current Unexpended CDBG Funds**: 1,283,325.89
- **Current CDBG Spend Down Ratio**: 1.8578
- **Compliance With 1.5 CDBG Spend Down Ratio**: No
- **Amount Required to be Expended by 6/1 to Meet CDBG Spend Down Ratio**: 247,136.39