

## City of Ithaca/Ithaca Urban Renewal Agency (IURA) 2019 CONSOLIDATED ANNUAL PERFORMANCE EVALUATION REPORT (CAPER)

### CR-05 - Goals and Outcomes

#### **Progress the jurisdiction has made in carrying out its strategic plan and its action plan. 91.520(a)**

This could be an overview that includes major initiatives and highlights that were proposed and executed throughout the program year.

This 2019 CAPER encompasses accomplishments for Year 1 of the City of Ithaca ("City") 2019-2023 Consolidated Plan ("Con. Plan"). The City delegates primary responsibility for administration of both the HOME Investment Partnerships Program (HOME) and Community Development Block Grant (CDBG) Entitlement Program to the Ithaca Urban Renewal Agency (IURA). This CAPER covers the IURA's 2019 Program Year (PY2019): August 1<sup>st</sup>, 2019–July 31<sup>st</sup>, 2020.

While the Ithaca area's economic growth rate increased to 2.0% in 2019, the area lost 800 jobs. Compared to much of New York State, Ithaca had been performing reasonably well, with an average 3.58% unemployment rate<sup>1</sup> from August 2019–March 2020 (compared to 4.0% for New York state), until the COVID-19 pandemic produced an average 9.15% unemployment rate from April–July 2020. The climbing cost of living, though lower than past years (1.1% inflation), and other factors, however, continue to exacerbate the chronic housing affordability crisis for low- and moderate-income households — which has long been the focus of the City's Consolidated Plan and annual Action Plans. Pressure on the local housing market continues to make access to quality low- and moderate-income housing difficult, just as it has in countless communities nationwide. (The number of very low-income households paying more than 50% of their income towards rent, living in sub-standard dwellings, or both, increased 41% nationwide from 2007-2017<sup>2</sup>). According to recent available American Community Survey (ACS) estimates (2013-2017), median gross rent in the City rose by more than 50% since 2000. It is now closer to \$1,086 (compared to \$982 nationwide). Recent estimates also show housing prices continue to rise steadily. ACS 2013-2017 estimates put the median home value in Ithaca at \$233,100, a 41% increase since 2000, although local data provided by the Ithaca Board of Realtors indicate the 2020 median existing home value is currently \$248,000. By comparison, the national median existing home value is \$263,351.

74% of City residents are renters (compared to 31.5% nationally). 56% of Ithaca's renters spend over 30% of their income on housing (including utilities) — the threshold at which renters are considered cost-burdened. Furthermore, 41% of Ithaca's cost-burdened renters are severely cost-burdened, spending more than 50% of their income on housing. Severe housing cost-burden is the predominant housing problem for renters at 0-50% AMI. Several protected-class groups suffer from severe housing cost-burdens at elevated rates, compared to non-Hispanic White households. African American, Hispanic, and Asian renter households face the highest rates of severe housing cost-burden (e.g., 43% of African American renters; 47% of Latinx renters), while only 27% of White renters do. Homeownership in the City of Ithaca is half the 51% New York State average. More than 25% of Ithaca's homeowners are both low-to-moderate income (LMI) and cost-burdened. 7% are LMI and severely cost-burdened<sup>3</sup>. Cost-burdens affect many homeowners' ability to bear other household-related costs, like routine maintenance and repairs necessary to prevent larger problems.

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<sup>1</sup> Ithaca Business Index, Ithaca College, Department of Economics

<sup>2</sup> "Worst Case Housing Needs: 2017 Report To Congress," U.S. Department of Housing & Urban Development, Office of Policy Development & Research, August 2017

<sup>3</sup> HUD Comprehensive Housing Affordability Strategy (CHAS), using data from Census Bureau's 2012-2016 American Community Survey (ACS)

The local housing affordability crisis has only been exacerbated by the emergence of the COVID-19 pandemic in March 2019, although the full impact remains as-yet unquantified.

In PY2019, the City continued to address this crisis with funding for: (1) construction of new affordable housing; (2) housing rehabilitation and mini-repair assistance to LMI homeowners to help them remain in their homes; (3) two Tenant-Based Rental Assistance (TBRA) programs; (4) four job-training/skill-building and job-placement programs; and (5) other programs to help meet the basic needs of low-income households.

The City continued to fund efforts to train and place unemployed/underemployed persons in permanent jobs through its long-standing Hospitality Employment Training Program (HETP), Work Preserve Job Training/Placement Program, Work Preserve Job Training/Job Readiness Program, and Finger Lakes ReUse (FLRU) Job Skills Training Program.

### 2019 Action Plan Amendments

Subsequent to the initial submission of the 2019 Action Plan to HUD, the following amendments were adopted:

AMENDMENT #1: On May 6, 2020, the City approved a 3<sup>rd</sup> amendment to its HUD Entitlement Citizen Participation Plan, in response to the COVID-19 pandemic to expedite approval of funding of activities responding to the COVID-19 pandemic:

- Notice for Public Hearings: Reduce the minimum notice period for public hearing to two (2) days from ten (10) days.
- Public Comment Period on Proposed Uses of Funds: Reduce the minimum time period for opportunity for public comment on proposed uses of funds to five (5) days rather than thirty (30) days as normally required.
- Virtual Public Hearings: A virtual public hearing, rather than an in-person public hearing, will meet public hearing requirements when:
  1. National/local health authorities recommend social distancing and limiting public gatherings for public health reasons, and
  2. Virtual hearings provide reasonable notification and access for citizens to comment in real time, and
  3. A record of comments received, and responses shall be made available for public review within 5 days following the public hearing.

AMENDMENT #2: On June 3, 2020, the City approved a 2019 Annual Action Plan Substantial Amendment for a first allocation of a portion of \$401,624.00 in CARES Act CDBG-CV funding to use \$190,000 for the Emergency Rental Assistance Program (ERAP) to be implemented by Ithaca Neighborhood Housing Services, Inc.

AMENDMENT #3: On July 1, 2020, the City approved a 2019 Annual Action Plan Substantial Amendment for a second allocation of a portion of \$401,624.00 in CARES Act CDBG-CV funding for projects identified as meeting an immediate need related to prevention, relief, or recovery from COVID-19.

### 2019 Action Plan Projects

The City's final amended PY2019 Action Plan included funding for 27 projects/activities (including 7 CDBG-CV projects listed further below), the vast majority of which were proceeding as anticipated and on-schedule prior to the COVID-19 pandemic outbreak. Towards the end of the Program Year, however, it became increasingly apparent a significant number of sub-recipients were experiencing difficulty in one or more aspects of their program operations as a result of the crisis. The Hospitality Employment Training Program (HETP), for example, given its primary focus on training and placing LMI adults with employment barriers into hospitality-related positions, was forced to make numerous adjustments to how it operates, like suspending its internship program and developing a hybrid educational model. Many participants also placed their own matriculation on hold.

## 2019 CDBG-CV Projects

As part of *The Coronavirus Aid, Relief, & Economic Security Act (CARES Act)*, additional CDBG funding (“CDBG-CV”) was awarded to the City of Ithaca from the U.S. Department of Housing and Urban Development (HUD). The City was allocated \$401,624.00, of which \$321,299.20 was available to fund projects. The IURA initially determined it would follow a two-pronged approach to identify recommended uses of CDBG-CV funding:

- Directed activities to address priority needs where a capable sponsor is pre-identified.
- Activities selected through an open competitive process.

The IURA subsequently identified the following COVID-19-related priority community needs:

1. Renter households whose ability to pay rent has been reduced by COVID-19 impacts.
2. COVID-related relief, prevention, or recovery of persons experiencing homelessness.
3. Small businesses adversely impacted by public health mandates and guidelines.
4. Anchor non-profits entities with at least 51% earned-income adversely impacted by public health mandates and guidelines.

### Emergency Rental Assistance Program (ERAP)

The first allocation of CDBG-CV funds was awarded to Ithaca Neighborhood Housing Services (INHS) to assist renter households by providing \$190,000 towards the Emergency Rental Assistance Program (ERAP).

### Call for Funding Proposals

The IURA then issued a Call for Funding Proposals for uses of CDBG-CV funds. On May 26, 2020, it received 17 applications and ultimately approved funding for the following 7 projects:

#	Project	Sponsor	CDBG-CV Funding	Brief Project Summary
1	<b>Laundry &amp; Internet Needs During COVID-19</b>	Opportunities, Alternatives, & Resources (OAR) of Tompkins County	<b>\$11,000</b>	(1) Funding towards laundry and detergent for “Soap & Suds Laundry Program for the Homeless and Housing Insecure” during COVID-19 pandemic. (2) Funding towards internet for 40 students in "College Initiative Upstate Student" remote-learning program during COVID-19 pandemic.
2	<b>Ithaca CARES About Re-Opening Child Care</b>	Child Development Council of Central NY, Inc.	<b>\$10,000</b>	Funding for childcare programs in the City of Ithaca that are re-opening after 5/15/20 towards supplies related to operational changes to ensure health and safety of children in their care.
3	<b>Aid for Immigrants During COVID-19</b>	Catholic Charities of Tompkins/Tioga Counties	<b>\$10,879</b>	Funding towards salary/benefits to extend current Immigrant Services Program (ISP) program assistant position serving immigrant and refugee families/individuals of all ages, including the disabled, who need help accessing services to in response to adverse economic impacts of COVID-19.
4	<b>DICC Child Care Center Re-Opening Assistance</b>	Downtown Ithaca Children's Center (DICC)	<b>\$25,600</b>	Funding for staff wages/salaries to ensure ability to re-open.
5	<b>COVID-19 Emergency Assistance Program</b>	The Salvation Army of Ithaca	<b>\$20,000</b>	Funding for financial assistance (e.g., rent/mortgage assistance; medical prescriptions/outstanding medical bills; transportation expenses; energy/utility payments) to households in need.

6	<b>COVID-19 Testing for Vulnerable Populations</b>	The REACH Project, Inc.	<b>\$20,000</b>	Funding for Registered Nurse and Community Health Worker, over 6 months, to provide regular, rapid, and timely COVID-19 testing for LMI people, people experiencing homelessness, and their front-line service providers.
7	<b>Security Deposits for Safer Housing</b>	Catholic Charities of Tompkins/Tioga Counties	<b>\$25,000</b>	Funding towards security deposits for individuals/families, people currently homeless, and others who are losing current housing due to adverse economic impacts from COVID-19. Priority to households accessing Housing Choice Vouchers.

**Comparison of the proposed versus actual outcomes for each outcome measure submitted with the consolidated plan and explain, if applicable, why progress was not made toward meeting goals and objectives. 91.520(g)**

Categories, priority levels, funding sources and amounts, outcomes/objectives, goal outcome indicators, units of measure, targets, actual outcomes/outputs, and percentage completed for each of the grantee’s program year goals.

**NOTES:**

- Since HUD’s Integrated Disbursement and Information System (IDIS) only generates outcomes for *completed* HOME activities, numeric outcomes for incomplete HOME activities have been entered manually. Similarly, IDIS does not capture all “Actual – Strategic Plan” numeric outcomes in many cases, so some of those have been entered manually.
- Since the City’s first CDBG-CV funding agreement was not executed until June 24, 2020 and no outcome/accomplishments information was available by the end of the Program Year, this report does not include outcomes/accomplishments for CDBG-CV activities.

(continued on following page)

Goal	Category	Activities	Source/Amount	Indicator	Unit of Measure	Expected — Strategic Plan	Actual — Strategic Plan	Percent Complete	Expected — Program Year	Actual — Program Year	Percent Complete
<b>Affirmatively Further Fair Housing (AFH)</b>	Affordable Housing Non-Homeless Special Needs Non-Housing Community Development	Note: Community Development Planner and other staff members' time contributes to progress toward AFH Goals. AFH Goals are embedded within some of the other Goals as articulated in the Con. Plan (e.g., "Improve & Expand Affordable Housing"). When this is the case, funds directed to those activities are only counted under <u>one</u> goal, and, in general, this has not been the AFH goal, but rather a broader Con. Plan goal. No funds were directed toward free-standing AFH funded Activities, though again staff members contribute non-CDBG/HOME administrative hours to such activities and projects.	CDBG: \$0 HOME: \$0	Other	Other	1	1	100.00%	0	0	n/a
<b>AFH Goal #1: Prohibit Discrimination Due to SOI (Source-of-Income)</b>	AFH	In April 2019, New York State amended NYS Human Rights law to prohibit housing discrimination based on lawful sources of income in all communities statewide. This legislative action constitutes attainment of the City of Ithaca's AFH Goal #1.	CDBG: \$0 HOME: \$0	Other	Other	30,000	0	0.00%	0	0	n/a
<b>AFH Goal #2: Increase Affordable Housing</b>	Affordable Housing AFH	Several Activities funded in 2019's Annual Action Plan (AAP) furthered AFH Goal #2, though they are captured under the "Improve & Expand Affordable Housing Options" category to avoid double-counting. Examples include: Immaculate Conception School Acquisition; TBRA (Security Deposits, Housing Scholarships), and more.	CDBG: \$0 HOME: \$0	Other	Other	1	0	0.00%	0	0	n/a

Goal	Category	Activities	Source/Amount	Indicator	Unit of Measure	Expected — Strategic Plan	Actual — Strategic Plan	Percent Complete	Expected — Program Year	Actual — Program Year	Percent Complete
<b>AFH Goal #3: Establish Fair Housing Enforcement</b>	AFH		CDBG: \$0 HOME: \$0	Other	Other	1	0	0.00%	0	0	n/a
<b>AFH Goal #4: Prevent Displacement from Economic Pressure</b>	AFH	In 2019, Community Development Planner (CPD) applied and was accepted into a competitive, statewide program aimed at interrupting displacement. Activities associated with this program will be reported on in 2020 and 2021 CAPERs.	CDBG: \$0 HOME: \$0	Other	Other	1	0	0.00%	0	0	n/a
<b>AFH Goal #5: Create Language Assistance Plan (LAP)</b>	AFH	The City of Ithaca adopted its LAP in November 2017.	CDBG: \$0 HOME: \$0	Other	Other	1	1	100.00%	0	0	n/a
<b>AFH Goal #6: Prevent Displacement from Domestic Violence</b>	AFH	See note at AFH Goal #4. This activity also applies to AFH Goal #6.	CDBG: \$0 HOME: \$0	Other	Other	1	0	0.00%	0	0	n/a
<b>AFH Goal #7: Create AFH Action Plan Criteria</b>	AFH		CDBG: \$0 HOME: \$0	Other	Other	1	0	0.00%	0	0	n/a
<b>Develop Economic &amp; Employment Opportunities</b>	Non-Housing Community Development		CDBG: \$0 HOME: \$0	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	0	0	n/a	0	0	n/a
<b>Develop Economic &amp; Employment Opportunities</b>	Non-Housing Community Development	<ul style="list-style-type: none"> <li>● Finger Lakes ReUse Job Skills Training w/ Job Placements</li> <li>● Work Preserve Job Training: Job Placements</li> <li>● Hospitality Employment Training Program (HETP)</li> <li>● Ithaca ReUse Center Expansion</li> </ul>	CDBG: \$481,151 HOME: \$0	Jobs created/retained	Jobs	32	12	37.50%	40	12	30.00%
<b>Develop Economic &amp; Employment Opportunities</b>	Non-Housing Community Development	<ul style="list-style-type: none"> <li>● COVID-19 Small Business Resiliency Fund (SBRF)</li> </ul>	CDBG: \$140,000 HOME: \$0	Businesses assisted	Businesses Assisted	1	29	2,900.00%	1	29	2,900.00%
<b>Improve &amp; Expand Affordable Housing Options</b>	Affordable Housing	<ul style="list-style-type: none"> <li>● Immaculate Conception School Site Redevelopment</li> </ul>	CDBG: \$0 HOME: \$200,000	Rental units constructed	Household Housing Unit	30	0	0.00%	71	0	0.00%
<b>Improve &amp; Expand Affordable Housing Options</b>	Affordable Housing		CDBG: \$0 HOME: \$0	Homeowner Housing Added	Household Housing Unit	5	0	0.00%	0	0	n/a
<b>Improve &amp; Expand Affordable Housing Options</b>	Affordable Housing	<ul style="list-style-type: none"> <li>● INHS Small Repair</li> <li>● INHS Homeowner Rehab</li> </ul>	CDBG: \$100,094.32 HOME: \$42,152.58	Homeowner Housing Rehabilitated	Household Housing Unit	200	24	12.00%	45	24	53.33%
<b>Improve &amp; Expand Affordable Housing Options</b>	Affordable Housing	<ul style="list-style-type: none"> <li>● Security Deposit Assistance for Vulnerable Households</li> <li>● Housing Scholarship Program</li> </ul>	CDBG: \$0 HOME: \$134,560	Tenant-Based Rental Assistance/Rapid Rehousing	Households Assisted	300	41	13.66%	108	41	37.96%

<b>Meet Essential Needs for Food, Shelter, &amp; Safety</b>	Homeless Non-Homeless Special Needs	<ul style="list-style-type: none"> <li>● Black Girl Alchemists Public Art Mosaic Project</li> <li>● 2-1-1 Information &amp; Referral</li> <li>● Work Preserve Job Training: Job Readiness</li> <li>● Immigrant Services Program</li> <li>● CDBG-CV: Ithaca CARES About Re-Opening Child Care</li> <li>● CDBG-CV: DICCC Child Care Center Re-Opening Assistance</li> <li>● CDBG-CV: Laundry &amp; Internet Needs During COVID-19</li> <li>● CDBG-CV: Aid for Immigrants During COVID-19</li> <li>● CDBG-CV: COVID-19 Testing for Vulnerable Populations</li> </ul>	CDBG: \$67,559 CDBG-CV: \$77,479 HOME: \$0	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	<b>2,120</b>	<b>1,477</b>	<b>69.27%</b>	<b>2,120</b>	<b>1,477</b>	<b>69.66%</b>
<b>Meet Essential Needs for Food, Shelter, &amp; Safety</b>	Homeless Non-Homeless Special Needs		CDBG: \$0 HOME: \$0	Homeless Person Overnight Shelter	Persons Assisted	<b>0</b>	<b>0</b>	<i>n/a</i>	<b>0</b>	<b>0</b>	<i>n/a</i>
<b>Meet Essential Needs for Food, Shelter, &amp; Safety</b>	Homeless Non-Homeless Special Needs	<ul style="list-style-type: none"> <li>● Housing for School Success</li> <li>● A Place to Stay: Night/Weekend Support</li> <li>● CDBG-CV: Emergency Rental Assistance Program (ERAP)</li> <li>● CDBG-CV: COVID-19 Emergency Assistance Program</li> <li>● CDBG-CV: Security Deposits for Safer Housing</li> </ul>	CDBG: \$35,700 CDBG-CV: \$235,000 HOME: \$0	Homelessness Prevention	Persons Assisted	<b>51</b>	<b>25</b>	<b>49.01%</b>	<b>51</b>	<b>25</b>	<b>49.01%</b>
<b>Remove Barriers to Opportunity</b>	Non-Homeless Special Needs Non-Housing Community Development		CDBG: \$0 HOME: \$0	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	<b>100</b>	<b>0</b>	<b>0.00%</b>	<b>0</b>	<b>0</b>	<i>n/a</i>
<b>Remove Barriers to Opportunity</b>	Non-Homeless Special Needs Non-Housing Community Development		CDBG: \$0 HOME: \$0	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	<b>0</b>	<b>0</b>	<i>n/a</i>	<b>0</b>	<b>0</b>	<i>n/a</i>
<b>Remove Barriers to Opportunity</b>	Non-Homeless Special Needs Non-Housing Community Development		CDBG: \$0 HOME: \$0	Other	Other	<b>100</b>	<b>0</b>	<b>0.00%</b>	<b>0</b>	<b>0</b>	<i>n/a</i>
<b>Strengthen Neighborhoods</b>	Non-Housing Community Development		CDBG: \$0 HOME: \$0	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	<b>4,900</b>	<b>0</b>	<b>0.00%</b>	<b>0</b>	<b>0</b>	<i>n/a</i>

Table 1 - Accomplishments – Program Year & Strategic Plan to Date

**Assess how the jurisdiction’s use of funds, particularly CDBG, addresses the priorities and specific objectives identified in the plan, giving special attention to the highest priority activities identified.**

In PY2019, the City allocated funds to projects addressing the following 16 of 33 Priority Needs identified in its 2019-23 Consolidated Plan:

- Assessment of Fair Housing (AFH) Factor: Access to Opportunity
- Assessment of Fair Housing (AFH) Factor: Resident Displacement — Economic Pressure
- Assessment of Fair Housing (AFH) Factor: Accessibility Improvements
- Affordable Housing: Homeowner Rehab/Repair
- Affordable Housing: Permanent Supportive Housing
- Affordable Housing: Production of New Units
- Affordable Housing: Rental Rehab/Energy Efficiency
- Affordable Housing: Tenant-Based Rental Assistance (TBRA)
- Economic Development: Job Creation & Entrepreneurship
- Economic Development: Job Readiness & Placement
- Economic Development/Affordable Housing/Public Facilities: Childcare Centers
- Public Services: Homeless Services Day Programming
- Public Services: Immigrant Services
- Public Services: Information & Referral
- Public Services: Mental Health & Substance Abuse Services
- Public Services: Youth Services

CDBG funds continue to be allocated principally to activities offering LMI individuals more opportunities for upward economic mobility (e.g., job and micro-enterprise creation; entrepreneurship training and technical assistance; career-readiness training, job placement, and skill development).

Ithaca is a highly educated community with a low unemployment rate, which produces a very difficult dynamic for any LMI residents who do not possess specialized skills or higher levels of educational attainment. To address this need, the City employs CDBG funding to: (1) provide direct loans and technical assistance to businesses to create jobs; (2) support entrepreneurship training and technical assistance; and (3) support initiatives providing career-readiness training, job placement, skill development, and on-going post-placement support. Given both the complexity and magnitude of the problem, exacerbated by limited available funding, progress in this area has been incremental. Nonetheless, progress has been made, and the City will continue to fund the most effective existing programs and innovative new programs to address this need.

**Hospitality Employment Training Program (HETP)**

In PY2019, the City maintained its support for the Hospitality Employment Training Program (HETP), operated by Greater Ithaca Activities Center (GIAC), a non-profit Community-Based Development Organization (CBDO). The program employed \$110,725.28 in CDBG funds, to train 18 adults and place 12 adults with employment barriers into permanent unsubsidized hospitality and office/administrative-related positions, giving priority to unemployed and underemployed persons, women, and people of color.

HIGH-PRIORITY NEED(S): Economic Development — Job Readiness & Placement



### **Work Preserve Job Training: Job Placements/Work Preserve Job Training: Job Readiness**

In PY2019, the City continued to fund Historic Ithaca's two complementary Work Preserve Job Training programs, using \$67,500.00 in CDBG funds for job-readiness training and job placements of at least 6 LMI youth and young adults in permanent unsubsidized employment positions. The program focuses on teaching skills used in retail and building trades, operating out of Historic Ithaca's architectural salvage and preservation program. Historic Ithaca's Work Preserve Job Training Job Readiness program used \$20,000.00 in CDBG funds, to provide at least 20 LMI youth and young adults with personalized job-readiness training, workplace evaluations, and other support to assist them in transitioning to other supportive services or employment.

HIGH-PRIORITY NEED(S): Economic Development — Job Readiness & Placement

### **Small Repair Program**

In PY2019, the City maintained its funding commitment for this long-standing INHS program, using \$32,500.00 in CDBG funds to undertake maintenance activities benefiting at least 40 LMI homeowners, thereby allowing them to remain in their homes and keep their properties safe and affordable.

HIGH-PRIORITY NEED(S): Affordable Housing — Homeowner Rehab/Repair

### **Immigrant Services Program (ISP)**

In PY2019, the City awarded \$25,059.00 in CDBG funds to the Immigrant Services Program (ISP), operated by Catholic Charities of Tompkins/Tioga Counties, Inc. ISP provides comprehensive services suited to the unique needs of at least 100 immigrants and refugees, including referrals, arranging translators, legal advocacy, case management, and mentoring and guidance for program participants through a network of volunteers and other local agencies.

HIGH-PRIORITY NEED(S): Public Services — Immigrant Services

### **2-1-1 Information & Referral Program**

In PY2019, the City awarded \$15,000.00 in CDBG funds to the Human Services Coalition (HSC) 2-1-1 Information and Referral program to fund service calls from at least 2,400 low-to-moderate-income (LMI) Tompkins County residents, who benefit from call center referrals and responses. 2-1-1 provides residents with up-to-date, accurate information on available services in the county, 24/7. The Finger Lakes region is the only one in the state that provides 24/7 call coverage. HSC also serves as the Continuum of Care (CoC) Committee lead agency for community-wide planning for homeless housing and services. CoC agencies rely on 2-1-1 to connect clients to services. 2-1-1 also acts as the gateway to the Solutions to End Homelessness Program (STEHP), which helps people remain in (or obtain) permanent housing and provides supportive services, rapid re-housing services, and housing stabilization for the homeless.

HIGH-PRIORITY NEED(S): Public Services — Information & Referral

### **Housing for School Success Program**

In PY2019, the City awarded \$15,700.00 in CDBG funds to the Ithaca City School District (ICSD) Housing for School Success program to provide supportive case management services for 26-30 formerly homeless families at Beverly J. Martin Elementary School (BJM) receiving housing assistance from Ithaca Housing Authority. Conceived in 2015, the program was designed to address the high incidence of homelessness at BJM and its impact on children's educational outcomes. Modeled on an innovative program in Tacoma, Washington, the program improves educational outcomes for homeless children by increasing their housing stability and supporting their families in becoming more self-sufficient. A significant majority of ICSD homeless students attend BJM (e.g., 75% in 2015-16). According to the National Center on Family Homelessness, children without stable homes are more than twice as likely as others to repeat a grade in school, be expelled or suspended, or drop out of high school. Homeless children are also three times as likely to have emotional and behavioral problems, like anxiety, depression, sleep problems, withdrawal, and aggression, all of which negatively impact their academic achievement.

LOW-PRIORITY NEED(S):    Public Services — Homeless Services Day Programming  
   Public Services — Mental Health & Substance Abuse Services

### **Finger Lakes ReUse Job Skills Training Program**

In PY2019, the City awarded \$95,529.00 in CDBG funds to Finger Lakes ReUse, Inc. to train 30 low-to-moderate income (LMI) adults and place at least 19 adults with employment barriers into permanent unsubsidized positions, including stipends for 5 ReUse Skills & Employment Training (ReSET) Program Apprentices and 5 ReSET Re-Entry participants. Applicants are screened to give priority to people with barriers to employment, including unemployed/underemployed persons, youth, disabled persons, formerly incarcerated persons, women, and minorities. Finger Lakes ReUse's programs, including ReSET, are all dedicated to the organizational mission of enhancing the local community, economy, and environment through reuse.

HIGH-PRIORITY NEED(S):    Economic Development — Job Creation & Entrepreneurship  
   Economic Development — Job Readiness & Placement

### **Homeowner Rehab Program**

In PY2019, the City awarded \$67,594.32 in CDBG funds and \$42,151.58 in HOME funds, totaling \$109,745.90, for the INHS Homeowner Rehab program, to provide 5 LMI homeowners with substantial repairs to their homes (e.g., correction of health and safety issues, structural improvements, deferred maintenance, energy conservation). Ithaca's housing stock is very old, with many homes over 100 years old, which have constant maintenance needs. Many low-income homeowners do not have sufficient resources to pay for major repairs, creating deferred maintenance or health/safety problems. INHS markets this program and receives referrals from the Office of the Aging, Department of Social Services, Lifelong (senior center), local churches, and friends and relatives of current program participants. INHS has also adopted green building standards for the program, strongly encouraging adoption of measures to reduce energy and water consumption, promote resident health, and improve neighborhood stability. INHS is often able to provide additional financial resources in the form of grants from other sources, like NYSERDA or local weatherization programs.

HIGH-PRIORITY NEED(S):    Affordable Housing — Homeowner Rehab/Repair

**A Place to Stay: Night/Weekend Support for Women in Transition**

In PY2019, the City funded \$20,000.00 in CDBG funds to Catholic Charities of Tompkins/Tioga Counties to implement A Place to Stay, towards staff salaries and benefits for case-management and related services at a transitional housing unit for 10-12 very low-income women. The program is a multi-year initiative aimed at providing transitional, safe, and stable housing for homeless and imminently homeless women. The program offers vulnerable homeless women a nurturing, safe, and supportive environment, so they can transition to successful independent living arrangements in the community, including: rental stewardship classes; financial education and planning services; vocational and job-seeking skills; personal goal-setting workshops; and community-building and civic engagement.

LOW-PRIORITY NEED(S):   Public Services — Homeless Services Day Programming  
                                  Public Services — Mental Health & Substance Abuse Services

## CR-10 - Racial and Ethnic composition of families assisted

Describe the families assisted (including the racial and ethnic status of families assisted). 91.520(a)

	CDBG	HOME
White	133	104
Black or African American	76	99
Asian	77	5
American Indian or American Native	1	0
Native Hawaiian or Other Pacific Islander	0	0
<b>Total</b>	<b>287</b>	<b>208</b>
Hispanic	27	18
Not Hispanic	260	190

**Table 2 – Table of assistance to racial and ethnic populations by source of funds**

### Narrative

The number of Asian households assisted with CDBG funds is relatively high compared to the percentage of the local Asian population, since the local Southeast Asian immigrant community is a primary user of services offered by the Immigrant Services Program.

## CR-15 - Resources and Investments 91.520(a)

Identify the resources made available

Source of Funds	Source	Resources Made Available	Amount Expended During Program Year*
CDBG	Public — Federal	\$822,184	\$963,840.71
HOME	Public — Federal	\$407,309	\$355,264.36
Other (CDBG-CV)	Public — Federal	\$401,624	\$111,454.57

**Table 3 - Resources Made Available**

\* expenditures include prior-year funds

Identify the geographic distribution and location of investments

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation
Citywide	100%	100%

**Table 4 – Identify the geographic distribution and location of investments**

With the exception of its Priority Business Loan Fund (a Program Income-derived revolving loan fund), which targets the downtown “Density District,” the City of Ithaca does not generally prioritize specific geographic areas for funding allocations. Its geographical area is relatively small — and the most critical problems identified in the City’s market analyses and needs assessments are not limited to any particular geographic area(s). In practice, however, most funded activities tend to be centered in census tracts 1, 7, 9, 10, and 11. Census tracts 2, 3, 4, 6, and 13 are either occupied by educational campuses or have very high concentrations of student housing, making these areas less suitable for development of new affordable housing, job-training programs, or creation of new jobs to benefit Ithaca’s LMI population.

## Leveraging

Explain how federal funds leveraged additional resources (private, state and local funds), including a description of how matching requirements were satisfied, as well as how any publicly owned land or property located within the jurisdiction that were used to address the needs identified in the plan.

In PY2019, the City's \$688,397 CDBG, \$305,972 HOME, and \$401,624 CDBG-CV allocations were matched with \$23,536,698 in other public (e.g., Low-Income Housing Tax Credits) and private funding. If one includes prior-year unexpended resources, PY2019 HOME and CDBG funding totaled \$1,762,196. Based on HUD's FY2019 HOME Match reduction table, per capita income and family poverty rate, the City received a 100% HOME match reduction for 2019.

Fiscal Year Summary – HOME Match	
1. Excess match from prior Federal fiscal year	\$1,519,787.06
2. Match contributed during current Federal fiscal year	\$0.00
3. Total match available for current Federal fiscal year (Line 1 plus Line 2)	\$1,519,787.06
4. Match liability for current Federal fiscal year	\$0.00
5. Excess match carried over to next Federal fiscal year (Line 3 minus Line 4)	\$1,519,787.06

Table 5 – Fiscal Year Summary - HOME Match Report

Match Contribution for Federal Fiscal Year FY2019 (10/1/18-9/30/19)								
Project No. or Other ID	Date of Contribution	Cash (non-Federal sources)	Foregone Taxes, Fees, Charges	Appraised Land/Real Property	Required Infrastructure	Site Preparation, Construction Materials, Donated labor	Bond Financing*	Total Match
n/a	n/a	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
<b>TOTAL:</b>								\$0.0

Table 6 – Match Contribution for the Federal Fiscal Year

## Publicly Owned Land/Property Used to Address Priority Needs

No publicly owned land/property was used to address Priority Needs this Program Year (August 1<sup>st</sup>, 2019–July 31<sup>st</sup>, 2020).

## HOME MBE/WBE Report

Program Income – Enter the program amounts for the reporting period				
Balance on hand at beginning of reporting period	Amount received during reporting period	Total amount expended during reporting period	Amount expended for TBRA	Balance on hand at end of reporting period
\$	\$	\$	\$	\$
\$2,448.76	\$5,047.00	\$4,612.40	\$4,612.40	\$2,883.36

Table 7 – Program Income

**Minority Business Enterprises and Women Business Enterprises** – Indicate the number and dollar value of contracts for HOME projects completed during the reporting period

	Total	Minority Business Enterprises				White Non-Hispanic
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	

Contracts						
Number	0	0	0	0	0	0
Dollar Amount	\$0	\$0	\$0	\$0	\$0	\$0

Sub-Contracts						
Number	0	0	0	0	0	0
Dollar Amount	\$0	\$0	\$0	\$0	\$0	\$0

	Total	Women Business Enterprises	Male
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Contracts			
Number	0	0	0
Dollar Amount	\$0	\$0	\$0

Sub-Contracts			
Number	0	0	0
Dollar Amount	\$0	\$0	\$0

**Table 8 - Minority Business and Women Business Enterprises**

**Minority Owners of Rental Property** – Indicate the number of HOME assisted rental property owners and the total amount of HOME funds in these rental properties assisted

	Total	Minority Property Owners				White Non-Hispanic
		Alaskan Native or	Asian or Pacific	Black Non-	Hispanic	

		<b>American Indian</b>	<b>Islander</b>	<b>Hispanic</b>		
Number	0	0	0	0	0	0
Dollar Amount	\$0	\$0	\$0	\$0	\$0	\$0

**Table 9 – Minority Owners of Rental Property**

**Relocation and Real Property Acquisition** – Indicate the number of persons displaced, the cost of relocation payments, the number of parcels acquired, and the cost of acquisition

Parcels Acquired	0	\$0
Businesses Displaced	0	\$0
Nonprofit Organizations Displaced	0	\$0
Households Temporarily Relocated, not Displaced	0	\$0

<b>Households Displaced</b>	<b>Total</b>	<b>Minority Property Enterprises</b>				<b>White Non-Hispanic</b>
		<b>Alaskan Native or American Indian</b>	<b>Asian or Pacific Islander</b>	<b>Black Non-Hispanic</b>	<b>Hispanic</b>	
Number	0	0	0	0	0	0
Cost	\$0	\$0	\$0	\$0	\$0	\$0

**Table 10 – Relocation and Real Property Acquisition**



## CR-20 - Affordable Housing 91.520(b)

Evaluation of the jurisdiction's progress in providing affordable housing, including the number and types of families served, the number of extremely low-income, low-income, moderate-income, and middle-income persons served.

	<b>One-Year Goal</b>	<b>Actual</b>
Number of Homeless households to be provided affordable housing units	13	11
Number of Non-Homeless households to be provided affordable housing units	201	42
Number of Special-Needs households to be provided affordable housing units	10	0
<b>Total</b>	<b>224</b>	<b>53</b>

**Table 11 – Number of Households**

	<b>One-Year Goal</b>	<b>Actual</b>
Number of households supported through Rental Assistance	108	34
Number of households supported through The Production of New Units	71	0
Number of households supported through Rehab of Existing Units	45	13
Number of households supported through Acquisition of Existing Units	0	0
<b>Total</b>	<b>224</b>	<b>47</b>

**Table 12 – Number of Households Supported**

**Discuss the difference between goals and outcomes and problems encountered in meeting these goals.**

The City of Ithaca allocates CDBG and HOME funds to specific projects to produce accomplishments in the form of one-year goals — however, many programs/projects funded in PY2019 will not have generated some or all of their outcomes until PY2020. (Likewise, some PY2019 outcomes were produced using funds awarded in prior Program Years.)

Housing construction and rehabilitation projects are particularly prone to unanticipated delays, since they depend on a variety of factors to move towards completion (e.g., permitting, environmental reviews, construction schedules, financing, state and Federal regulatory requirements). Some projects also employ Low-Income Housing Tax Credits (LIHTC), which are especially complex to undertake and finance.

**COVID-19:** Effective March 13, 2020, a Federal Emergency Declaration was made by Executive Order of the President, due to the COVID-19 global pandemic. HUD later issued its 'megawaiver' to enable Entitlement Communities to continue their Action Plan development and emergency activities in a virtual environment. The City of Ithaca amended its Citizen Participation Plan accordingly. In the earliest phases of the pandemic, New York's governor issued a stay-at-home order and crafted a multi-phase reopening plan. Many, if not all, organizations funded by the 2019 Annual Action Plan were affected by the global pandemic and the precautionary measures that needed to be taken. Many, if not all organizations, needed to pause operations, then pivot to working in ways to enable social distancing and other safety precautions. Though some funded activities were able to complete on schedule in 2019, the majority are still working towards their goals and deliverables. The IURA Board extended 2019 contract expiration dates to 6/30/21, to ensure these activities could attain their goals; however, the effects of the pandemic are reflected in the Goal Outcome Indicators reported in this CAPER.

#### **Discuss how these outcomes will impact future annual action plans.**

As stated above, the COVID-19 global pandemic necessitated contractual extensions for 2019 funded activities until 6/30/21. Organizations have made numerous different adjustments in order to provide a safe working environment for both staff and beneficiaries during this time. These organizations continue to submit quarterly reports and vouchers in a timely manner. IURA continues to monitor their progress toward goal completion and regulatory compliance.

Contract extensions may affect some sub-recipients' abilities to reach their goals, but at the time of this writing, all funded partners are committed to fulfilling their 2019 contracts as written; nor have they asked for contract modifications. Further contract modifications, however, may be considered, if needed. In terms of future Action Plans, we expect there may be a ripple effect of some organizations being delayed in drawing down 2020 Annual Action Plan (AAP) funds awarded to them, since they still need to complete their 2019 activities and expend associated funding. Some organizations may decide not to pursue the City's Entitlement Funding in the 2021 AAP Cycle. On the other hand, since the economic forecast is at best uncertain, many organizations anticipate diminished revenue (e.g., earned income, donations, availability of other funding streams). As a result, this could attract even more organizations to the 2021 AAP application process.

The City will continue to engage and monitor projects to ensure timely and compliant use of funds, as well as offer technical assistance to funding recipients, when needed.

**Include the number of extremely low-income, low-income, and moderate-income persons served by each activity where information on income by family size is required to determine the eligibility of the activity.**

<b>Number of Households Served</b>	<b>CDBG Actual</b>	<b>HOME Actual</b>
Extremely Low-income	95	45
Low-income	49	48
Moderate-income	16	0
<b>Total</b>	<b>160</b>	<b>93</b>

**Table 13 – Number of Households Served**

### **Narrative Information**

**COVID-19:** As previously noted, many, if not all, organizations funded by the 2019 Annual Action Plan were affected by the global pandemic and the precautionary measures that needed to be taken. Many, if not all organizations, needed to pause operations, then pivot to working in ways to enable social distancing and other safety precautions. Though some funded activities were able to complete on schedule in 2019, the majority are still working towards their goals and deliverables.

## **CR-25 - Homeless and Other Special Needs 91.220(d, e); 91.320(d, e); 91.520(c)**

**Evaluate the jurisdiction's progress in meeting its specific objectives for reducing and ending homelessness through:**

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

### HOUSING SCHOLARSHIP PROGRAM

In PY2019, the City maintained its support for the Learning Web's long-standing Housing Scholarship Program with \$70,560 in HOME Tenant-Based Rental Assistance (TBRA) funding. A rental assistance program for homeless youth, the program also provides one-on-one staff support and life-skills training to help beneficiaries secure and maintain safe/stable housing, as they transition towards self-sufficiency. The program has been highly successful in targeting a sub-population of young homeless Ithacans, who have historically been difficult to reach.

### 2-1-1 INFORMATION & REFERRAL PROGRAM

In PY2019, the City awarded \$15,000.00 in CDBG funds to the Human Services Coalition (HSC) 2-1-1 Information and Referral program towards service calls from at least 2,400 low-to-moderate-income (LMI) Tompkins County residents, who benefit from call center referrals and responses. HSC also serves as the Continuum of Care (CoC) Committee lead agency for community-wide planning for homeless housing and services. CoC agencies rely on 2-1-1 to connect clients to services. 2-1-1 also acts as the gateway to the Solutions to End Homelessness Program (STEHP), which helps people remain in (or obtain) permanent housing and provides supportive services, rapid re-housing services, and housing stabilization for the homeless.

**Addressing the emergency shelter and transitional housing needs of homeless persons.**

### A PLACE TO STAY: NIGHT/WEEKEND SUPPORT FOR WOMEN IN TRANSITION

In PY2019, the City awarded \$20,000.00 in CDBG funds to Catholic Charities of Tompkins/Tioga Counties towards case management and other services for a 4-bed transitional housing unit for very low-income women. The program is a multi-year initiative aimed at providing transitional, safe, and stable housing for homeless and imminently homeless women. The program offered vulnerable homeless women a nurturing, safe, and supportive environment, so they could transition to successful independent living arrangements in the community, including rental stewardship classes; financial education and planning services; vocational and job-seeking skills; personal goal-setting workshops; and community-building and civic engagement.

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

SECURITY DEPOSIT ASSISTANCE PROGRAM

In PY2019, the City continued to fund the long-established Security Deposit Assistance Program, operated by Catholic Charities of Tompkins and Tioga Counties, with \$64,000 in HOME funds to assist at least 100 income-eligible households in Tompkins County with security deposit assistance, so they can more readily access safe and affordable rental housing. The program has proven instrumental in assisting people to transition out of emergency housing shelters. Typically offered as part of a comprehensive assistance package, this program has helped numerous homeless families gain entry into permanent affordable housing. Affording a security deposit is often the final hurdle preventing individuals and families from being able to live in an apartment they can afford. This is particularly true for people emerging from homeless shelters.

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

HOUSING FOR SCHOOL SUCCESS PROGRAM

In PY2019, the City funded the fourth and final year of the Housing for School Success program, designed to address the high incidence of homelessness at Beverly J. Martin Elementary School (BJM) and its impact on children's educational outcomes. Modeled on an innovative program in Tacoma, Washington, Housing for School Success seeks to improve educational outcomes for homeless children by increasing their housing stability and helping their families to become more self-sufficient. \$15,700.00 in CDBG funds were used towards case management services to BJM families. The City also allocated funding in its Security Deposit Assistance Program to assist up to 5 Housing for School Success households with the full amount of their security deposits.

## **CR-30 - Public Housing 91.220(h); 91.320(j)**

### **Actions taken to address the needs of public housing.**

The City cooperates on an as-needed basis with the Ithaca Housing Authority (IHA) in meeting the housing needs of City residents. In addition, as noted in section CR-25, Homeless and Other Special Needs, the City collaborated with IHA to assist in providing public housing and/or Section 8 assistance for the third year of the Housing for School Success Program.

In PY2019, the City engaged in a series of discussions with the Ithaca Housing Authority to investigate the conversion of some IHA properties from Public Housing to the Rental Assistance Demonstration (RAD) program to enable the rehabilitation of Northside Apartments.

### **Actions taken to encourage public housing residents to become more involved in management and participate in homeownership.**

No actions were undertaken by the City of Ithaca. IHA sponsors Tenant Councils for its senior and family sites, as well as a Resident Advisory Board, which serves in an advisory capacity regarding programmatic and policy areas of concern to residents. The Titus Towers Tenant Council and Family Sites Tenant Council both meet monthly. Since 2008, IHA has also offered a Housing Choice Voucher Homeownership Program, which provides current Housing Choice Voucher recipients, who have not previously owned a home, with homeownership counseling and vouchers to assist with their monthly homeownership expenses, in lieu of rental assistance.

### **Actions taken to provide assistance to troubled PHAs.**

Not applicable.

## **CR-35 - Other Actions 91.220(j)-(k); 91.320(i)-(j)**

**Actions taken to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment [91.220 (j); 91.320 (i)].**

Neither the City's 2019-23 Consolidated Plan, nor its Analysis of Impediments to Fair Housing Choice (May 2015) identified specific public policy barriers to the creation of affordable housing. The City's 2017 *Assessment of Fair Housing* report identified the following Contributing Factors that create, contribute to, perpetuate, or increase the severity of one or more fair housing issues.

- Source of Income discrimination
- Lack of clear and effective fair housing enforcement authority
- Lack of local public fair housing enforcement
- Lack of state or local fair housing laws
- Lack of resources for fair housing agencies and organizations
- Displacement of residents due to economic pressure
- Displacement and/or lack of housing support for victims of domestic violence, dating violence, sexual assault, and stalking
- Lack of meaningful language access
- Impediments to mobility
- Insufficient on-campus housing at Cornell University, in combination with growing enrollment, resulting in students outbidding non-student households for off-campus housing
- Location and type of affordable housing
- Lack of access to opportunity due to high housing costs
- Availability of affordable units in a range of sizes
- Lack of affordable in-home or community-based supportive services

Based on the Contributing Factors it identified, the City subsequently generated seven goals, with accompanying metrics, milestones, and timelines for achievement.

In PY2018, the City added the following *Assessment of Fair Housing* Contributing Factors in its 2019-23 Consolidated Plan as stand-alone Priority Needs (not already incorporated in any other Priority Needs):

- Displacement of residents due to economic pressure
- Source of Income discrimination
- Lack of access to opportunity due to high housing costs
- Lack of local public fair housing enforcement
- Displacement and/or lack of housing support for victims of domestic violence, dating violence, sexual assault, and stalking
- Lack of affordable in-home or community-based supportive services

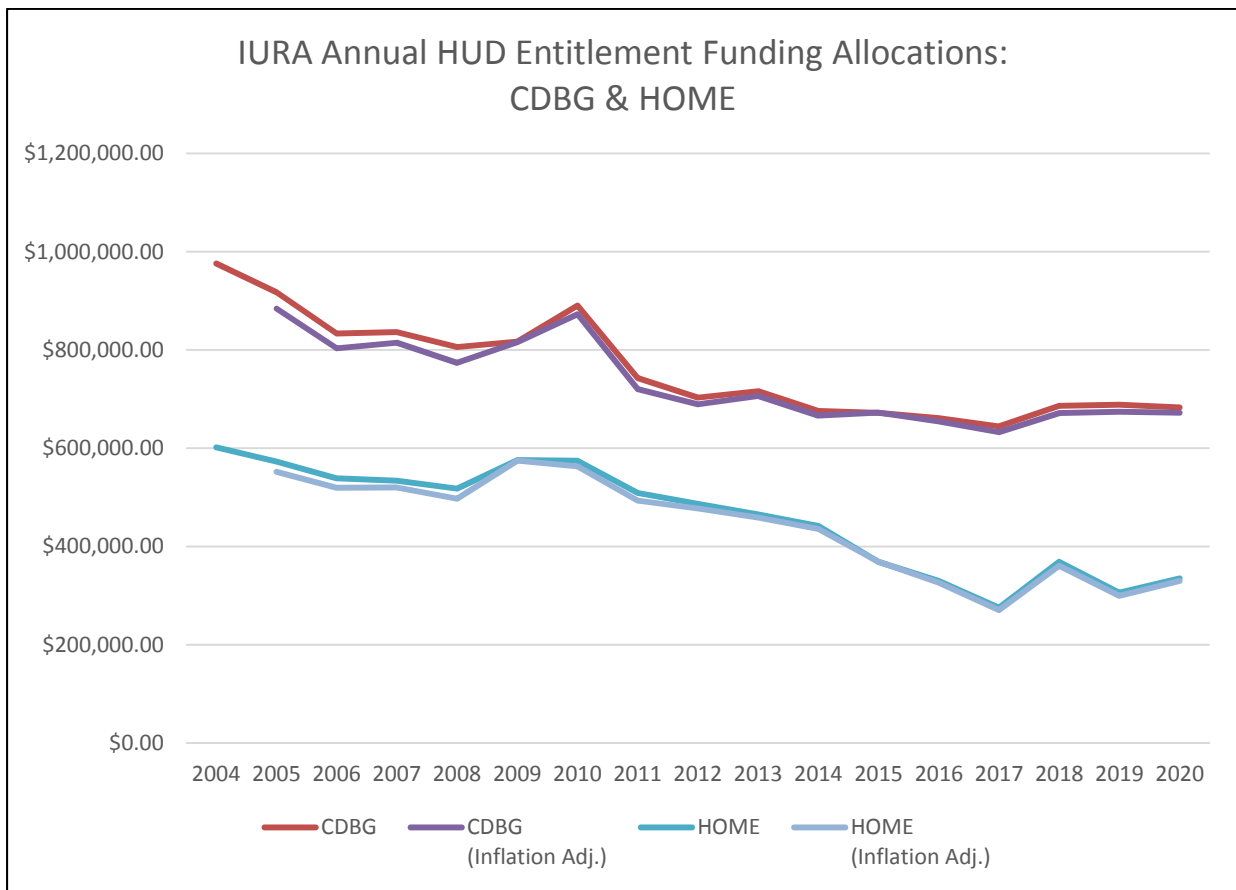
On April 12, 2019, New York State enacted the *Lawful Source of Income Non-Discrimination Act of 2019* to include source-of-income as a "protected class," ensuring landlords and other housing providers in the state cannot discriminate against renters in making housing decisions based on their income from social security, public assistance, or the use of housing vouchers.

In PY2019, the IURA Community Development Planner continued to participate in the Tenant Support Working Group to identify methods to reduce housing barriers to both tenants and potential tenants.

**Actions taken to address obstacles to meeting underserved needs. 91.220(k); 91.320(j).**

Ithaca’s most fragile, underserved, and at-risk populations require public services to meet the most basic human needs for food, shelter, and safety. To address these needs, the City supports programs that prevent homelessness, assist immigrants and youth, improve access to affordable healthcare, increase food security, and/or increase awareness and use of existing community resources.

The primary obstacle to meeting the city’s underserved needs continues to be the long-term trend of declining Federal funding levels for housing, homelessness, non-homeless special needs, and community development, as illustrated in the graph below.



In PY2019, to address obstacles to meeting underserved affordable housing needs, the City funded: Small Repair Program (formerly titled the Mini-Repair Program); Security Deposit Assistance Program; Housing Scholarship Program; and Housing for School Success. The long-standing Small Repair Program provides much-needed assistance with small repairs to LMI homeowners, allowing households to comply with the City Building Code. This program is especially important to LMI seniors needing repairs and accessibility improvements to stay in their homes.

To address obstacles to meeting the need for increased economic opportunities for adults, in PY2019, the City funded four job-training/job-readiness and placement programs: Hospitality Employment Training Program (HETP); Work Preserve Job Training and Placement Program; Work Preserve Job Readiness Program; and Finger Lakes ReUse (FLRU) Job Skills Training Program.



To address obstacles to meeting the need for basic food, shelter, and safety, the City continued to fund the 2-1-1 Information and Referral Service Program and the Immigrant Services Program.

Ithaca is a community of neighborhoods, each with its own identity and each of which requires adequate physical resources and infrastructure to meet the needs of its residents. As a result, the City has historically employed HUD funding for: physical improvements to streets, parks, recreational facilities, public buildings, and transportation systems to benefit LMI neighborhoods; redevelopment of vacant and abandoned properties; and programs that facilitate and support homeownership. Increasing Ithaca's extremely low homeownership rate is an especially high priority for the City, both because of the wider economic benefits owner-occupancy brings to the community and because of the vital stability it provides homeowners.

**Actions taken to reduce lead-based paint hazards. 91.220(k); 91.320(j).**

All of the City's grant and loan recipients are contractually required to comply with HUD's Lead Safe Housing Rule (LSHR) and the *Lead-Based Paint Poisoning Prevention Act*, when applicable, and implementing regulations contained in 24 CFR 570.608, regarding the prohibition against the use of lead-based paint, notification of hazards of lead-based paint poisoning, and elimination of lead-based paint hazards.

**Actions taken to reduce the number of poverty-level families. 91.220(k); 91.320(j).**

To help reduce the number of poverty-level families, in PY2019, the City continued to fund the 2-1-1 Information and Referral Service Program, using \$15,000.00 in CDBG funds to connect people in poverty to local organizations, programs, and services available to assist with a wide variety of basic human needs. The City also funded two TBRA programs to help stabilize people in affordable housing: Security Deposit Assistance Program and Housing Scholarship Program. It also provided \$15,700.00 in CDBG funding for the Housing for School Success Program.

The City's economic development loans also encourage or require employers to pay employees a living wage (regularly indexed by Alternatives Federal Credit Union).

**Actions taken to develop institutional structure. 91.220(k); 91.320(j).**

Not applicable.

**Actions taken to enhance coordination between public and private housing and social service agencies. 91.220(k); 91.320(j).**

The City continues to actively participate in the Ithaca/Tompkins County Continuum of Care (CoC) system (which the IURA Director co-chairs), as well as the Homeless and Housing Task Force (HHTF), both led by the Human Services Coalition (HSC). One CoC objective is to provide and promote collaborative leadership at all levels of government and across all sectors, in order to prevent and end homelessness. HHTF meets six times a year to bring together housing and associated service providers from across the county to discuss topics that educate members on emergency shelters, supplemental food programs, affordable housing, transportation, and other emerging basic needs of homeless individuals or persons at-risk of homelessness.

The IURA Community Development Planner and CoC Coordinator meet at least two times a month to promote projects serving people experiencing homelessness and increase the availability of affordable housing. In PY2019, these meetings accelerated as the global coronavirus pandemic caused immediate need for safe housing. As a result, joint projects included bringing forward emergency rental assistance partners, mobile testing for people experiencing homelessness and people living in affordable housing, collaboration to increase the efficacy of available CDBG-CV and other emergency funding streams.

In PY2019, the IURA Community Development Planner convened a group of five stakeholders (“Team Ithaca”) to work jointly on developing a proposal to prevent displacement of residents from the City of Ithaca due to its high housing costs. Stakeholders included a City Alderperson and four leaders from community-based organizations with expertise on equity, housing, homelessness, and community engagement. Team Ithaca participated in a learning and technical assistance process sponsored by Enterprise Community Partners, in order to assess local needs and formulate a place-based response. At the end of PY2019, Team Ithaca was implementing lessons-learned from the process to craft a proposal for the funder. This process also supported Goals #4 and #6 of the City’s AFH.

City and IURA staff participate in weekly economic development meetings that bring together City staff, elected officials, members of the Business Improvement District, Tompkins County Area Development (TCAD) staff, and other Tompkins County staff to address a variety of issues, including housing, homelessness, public services, and economic development.

The Community Development Housing Fund (CHDF) and Community Housing Trust Program, collectively known as the “Housing Fund,” are a joint effort of Tompkins County, the City of Ithaca, and Cornell University to help communities and organizations throughout the county respond to the diverse affordable housing needs of its residents. Housing Fund projects must include affordable housing units for LMI households. CHDF won an award for its accomplishments at the 2019 Annual Conference of the New York Upstate Chapter of the American Planning Association.

IURA staff is available for consultation and/or technical assistance with private entities wishing to rehabilitate or develop affordable housing units or increase supply through other means, for example, by understanding how to accept Housing Choice Vouchers. Staff also makes appropriate referrals to other programs relevant to private developers, such as Tompkins County’s “missing middle” development workshops.

The City’s continued PY2019 funding of the Housing for School Success Program represents an important step towards enhancing coordination between public/private housing and social service agencies, bringing together several important stakeholders: Ithaca City School District (ICSD); Ithaca Housing Authority (IHA); and Catholic Charities of Tompkins/Tioga Counties. The Advocacy Center, Rescue Mission, Workforce NY, and Alternatives Federal Credit Union have also committed to providing services to the program, as needed.

**Identify actions taken to overcome the effects of any impediments identified in the jurisdictions analysis of impediments to fair housing choice. 91.520(a).**

In PY2019 the City incorporated its Assessment of Fair Housing (AFH) into its five-year Consolidated Plan (2019-2023). By doing so, the City formally documents its AFH Goals and defines the metrics, milestones, and timelines for their achievement. These include:

**Goal #1:** Prohibit discrimination on the basis of source-of-income, by establishing local (jurisdiction and region) law(s) establishing protection, authorizing enforcement entity and creating meaningful protocol.

**Goal #2:** Increase supply and access to affordable housing options, particularly at extremely low, very low, and low income-levels, especially in high-opportunity neighborhoods.

**Goal #3:** Establish clear local authority and meaningful mechanisms for enforcement of fair housing law.

**Goal #4:** Prevent displacement in neighborhoods where there is either an established trendline of displacement or imminent threat of displacement (i.e., adjacent high-value neighborhoods with few for-sale homes). Explore Small Area Fair Market Rents, mini-repair for low-income homeowners, and expansion of Community Housing Land Trust for owner-occupied homes.

**Goal #5:** Address the need for a Language Assistance Plan (LAP) for Limited English Proficient (LEP) individuals.

**Goal #6:** Address policies and practices that result in displacement, eviction of, and/or lack of housing support for victims of domestic violence, sexual assault, and stalking.

**Goal #7:** Create an Affirmatively Furthering Fair Housing-directed goal within the 2019-2023 Consolidated Plan.

In PY2019, the City continued: (1) informing grant and loan recipients of its Affirmatively Furthering Fair Housing (AFFH) goals, Analysis of Impediments to Fair Housing Choice, and Fair Housing Action Plan; (2) distributing fair housing information brochures to landlords and real estate agents; and (3) meeting with various stakeholders to address recurring concerns that landlords are increasingly unwilling to accept Housing Choice Vouchers, thereby reducing housing choice for low-income families.

The prevailing market rent rate varies throughout the County, yet the payment standard for the current Housing Choice Voucher (HCV) program is based on a single countywide rent standard. Rental housing units located in the urbanized area offering close proximity to employment, public transportation, services, and good schools command significantly higher rents than outlying areas in the County. The 2018 HUD Small Area Fair Market Rents analysis by zip code suggest the market rent for a two-bedroom apartment in the City of Ithaca is over \$250 higher than a similar apartment in an outlying area that lacks convenient public transportation, so the HCV program may be overpaying in lower-rent areas and not offering enough rent for HCV holders to secure housing in opportunity neighborhoods with higher rents

In PY2019, the City continued to include a question to its HUD Entitlement Grant Program application form, asking how applicants would address the 14 factors contributing (“Contributing Factors”) to fair housing issues and obstacles in the City. The City also continued employing “Promotion of Fair Housing” as one of its selection criteria listed in its application forms.

In PY2019, the City continued its commitment to the Limited English Proficiency (LEP) Plan it adopted in 2017 to meet the needs of individuals with limited English language skills. Although this has been reported to HUD in the past, it is being reported on in the 2019 CAPER for clarity, since the City completed its AFH and Goal #5 of the AFH before both were formally adopted into the Consolidated Plan, which begins in 2019.

## **CR-40 - Monitoring 91.220 and 91.230**

**Describe the standards and procedures used to monitor activities carried out in furtherance of the plan and used to ensure long-term compliance with requirements of the programs involved, including minority business outreach and the comprehensive planning requirements**

The City's program monitoring program is administered by the Ithaca Urban Renewal Agency (IURA), which employs one full-time employee primarily tasked with ensuring all HUD-assisted programs comply with HUD and other Federal regulations. All HUD Entitlement Program funding applicants are required to identify how their projects comply with the City's 2019-23 Consolidated Plan as part of their project proposals.

The City enters into contract agreements with sub-recipients (community-based organizations or loan recipients implementing CDBG-funded activities) to implement activities it does not implement itself. Grant and loan agreements both typically contain: scope of work; budget; record-keeping and reporting requirements; enumeration of non-compliance consequences; applicable Federal regulations; and administrative and other requirements. The City requires newly-funded sub-recipients to meet with IURA staff to review contractual and programmatic requirements in order to ensure better compliance and increase program effectiveness. Sub-recipients implementing projects with a regulatory or affordability period are also required to submit annual reports to show proof of compliance with contractual obligations. Four attorneys, including a former HUD employee specializing in community development consulting services, are under contract to review the City's contracts and other legal documents.

Sub-recipient performance and regulatory compliance are monitored through Quarterly Reports, Annual Reports, Final Reports, Program Income Reports, and financial statements, as well as ongoing communication, informal contacts, and site visits. Frequency of monitoring activities depends on the complexity of a given project and/or a sub-recipient's performance history or organizational capacity. Each project is assigned a risk level, with riskier projects receiving technical assistance, site visits, and greater monitoring attention. Ongoing monitoring for compliance with HUD regulations, as well as local objectives and requirements, includes outreach practices and program guidelines, all of which are designed to deliver inclusive projects reaching all populations, particularly the City's Focus Populations. IURA staff also periodically offers further assistance or training to improve program effectiveness and/or compliance.

In addition, staff conducts ongoing performance reviews of each project through desk monitoring, review of submitted documents, telephonic follow-ups, and documentation of expenses submitted with each voucher request for payment of project expenses.

IURA staff reports monthly to the IURA Board on progress with ongoing activities, and solicits the Board's questions and comments. Numerous monitoring reports are made available for public review in compliance with the Citizen Participation Plan.

Staff conducts an annual review of the grant application process to check for compliance with the Citizen Participation Plan. The City's loan portfolio is also reviewed annually, with monthly monitoring of loan payments.

**Citizen Participation Plan 91.105(d); 91.115(d)**

**Describe the efforts to provide citizens with reasonable notice and an opportunity to comment on performance reports.**

This CAPER was made available to the public for review and comment from January 12, 2021- January 27, 2021, following the publication of a legal notice in the local newspaper (*The Ithaca Journal*) on January 12, 2021, with an electronic copy posted to the IURA website. The public was invited to submit its comments to the IURA and informed any public comments would be submitted with the CAPER to HUD. As of the date of this submission, no public comments were received.

**CR-45 - CDBG 91.520(c)**

**Specify the nature of, and reasons for, any changes in the jurisdiction's program objectives and indications of how the jurisdiction would change its programs as a result of its experiences.**

There has been no change to CDBG program objectives.

**Does this Jurisdiction have any open Brownfields Economic Development Initiative (BEDI) grants?**

No.

**[BEDI grantees] Describe accomplishments and program outcomes during the last year.**

Not applicable.

## **CR-50 - HOME 91.520(d)**

### **Include the results of on-site inspections of affordable rental housing assisted under the program to determine compliance with housing codes and other applicable regulations**

Please list those projects that should have been inspected on-site this program year based upon the schedule in §92.504(d). Indicate which of these were inspected and a summary of issues that were detected during the inspection. For those that were not inspected, please indicate the reason and how you will remedy the situation.

As previously indicated in the 2018 CAPER, the following HOME-assisted units were inspected in PY2016, and were originally scheduled for inspection again in PY2019. The City had not yet conducted the inspections by the time the COVID-19 pandemic emerged in March 2020, when it placed the inspections on hold, in compliance with HUD's on-site inspection waiver through December 31, 2020.

356 FLORAL AVE. (1 UNIT)

Inspection Date: 8/23/16

Inspection Results: HUD requires tri-annual inspections of a "statistically valid sample" of HOME-funded rental units. An inspection was conducted on August 23, 2016. IURA staff determined a statistically significant sample to be 20% of the 7 HOME-funded units. Unit #3 was inspected, as well as building exterior, building systems, and common areas. No deficiencies were found.

306-320 FLORAL AVE., CEDAR CREEK (6 UNITS)

Inspection Date: 8/23/16

Inspection Results: No deficiencies were found.

401-403 ADAMS ST. (3 UNITS)

Inspection Date: 8/29/16

Inspection Results: Units 401-A, 401-B, and 403-A all passed inspection. The property as a whole appears to be well maintained and notably improved since the last inspection in 2013.

634-638 SPENCER RD. (4 UNITS)

Inspection Date: 8/29/16

Inspection Results: The properties appeared to have experienced significant decline since the 2013 inspections. 3 units failed to pass inspections for the following deficiencies: 634-B, front window screen missing, and basement utility room being used as a bedroom; 636-B, upstairs bathroom fan not working; 638-A, smoke detectors missing in living room and an upstairs bedroom. In addition, carpeting in some units was filthy and many interior walls needed repainting. Landscaping at the three units was non-existent and property entry was in disrepair. Although these were not safety issues, they were a concern to the IURA, since they may become exacerbated if left unaddressed. The property owner subsequently corrected all aforementioned deficiencies and provided documentary and photographic evidence on 9/30/16. Since the Contracts Monitor determined all the deficiencies to be minor in nature, no re-inspection was conducted.

519 CLINTON ST.

Inspection Date: 9/14/16

Inspection Results: No deficiencies were found.



407 ELM ST.

Inspection Date: 9/14/16

Inspection Results: No deficiencies were found.

100-108 W. SENECA ST., BRECKENRIDGE PLACE (6 UNITS)

Inspection Date: 8/23/16

Inspection Results: No deficiencies were found.

400 SPENCER RD., STONE QUARRY APARTMENTS (6 UNITS)

Inspection Date: 8/23/16

Inspection Results: No deficiencies were found.

**Provide an assessment of the jurisdiction's affirmative marketing actions for HOME units. 92.351(b).**

On October 22, 2015, the City adopted a HOME Affirmative Marketing Policy, in compliance with the provisions of §92.351 of the 2013 HOME Final Rule, which the City's HOME funding recipients have agreed to employ. The demographics of occupied HOME units include higher percentages of minority populations than the jurisdiction as a whole.

In May 2019, the City produced an Affirmative Fair Housing Marketing Form, which it has started to employ for its housing projects. The form is designed to more effectively understand and document the extent to which City funding recipients implement each of the components of the Affirmative Marketing Policy (e.g., non-discrimination and accessibility; fair housing training; marketing and outreach; race and ethnic data collection; compliance assessment).

**Refer to IDIS reports to describe the amount and use of program income for projects, including the number of projects and owner and tenant characteristics.**

In PY2019, the City employed \$4,612.40 in HOME Program Income for the following two TBRA projects:

- \$3,161.40 towards the Housing Scholarship Program (IDIS #388) for TBRA payments benefiting four single Black/African American youth (three earning 0-30% AMI, one earning 30-50% AMI); and
- \$1,451 towards the Security Deposit Assistance Program (IDIS #413) for TBRA payments benefiting: (1) one two-parent Black/African American 4-person household, earning 0-30% AMI, and; (2) one single-parent Black/African American 4-person household, earning 0-30% AMI.

**Describe other actions taken to foster and maintain affordable housing. 91.220(k) (STATES ONLY: Including the coordination of LIHTC with the development of affordable housing). 91.320(j)**

As noted previously, there is an acute shortage of affordable housing in the City of Ithaca. To address this need, the City supports projects that increase the total supply of affordable units of all types, increase the affordability of existing units, and improve the condition of existing affordable units. Progress towards goals in this area is slow due to the enormity of the problem; however, each year

additional affordable units are added to the local inventory, the condition of existing units is improved, and access to existing units is increased with the use of City entitlement funds. The City will continue to prioritize its efforts in these areas.

#### Community Housing Development Fund (CHDF)

Since 2009, the City has annually contributed \$100,000 to the Community Housing Development Fund (CHDF) that awards up to \$600,000 a year for housing projects that increase or preserve affordable housing. Other funders include Cornell University and Tompkins County. To date, 607 housing units have been created, using \$4,603,125 in funding assistance.

#### Neighborhood Housing Initiative (NHI)

Since 2002, the City has also used bond financing to implement its Neighborhood Housing Initiative (NHI). NHI is a program of the City and IURA to competitively award grants to not-for-profit housing developers undertaking projects to create quality, affordable, owner-occupied housing for households earning  $\leq 80\%$  of AMI, in order to expand affordable homeownership opportunities. The City has provided a total of \$820,277.82 in funding assistance for rehabilitation or construction of 16 housing units.



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PART I: SUMMARY OF CDBG RESOURCES

01 UNEXPENDED CDBG FUNDS AT END OF PREVIOUS PROGRAM YEAR	833,326.50
02 ENTITLEMENT GRANT	688,397.00
03 SURPLUS URBAN RENEWAL	0.00
04 SECTION 108 GUARANTEED LOAN FUNDS	0.00
05 CURRENT YEAR PROGRAM INCOME	137,502.09
05a CURRENT YEAR SECTION 108 PROGRAM INCOME (FOR SI TYPE)	0.00
06 FUNDS RETURNED TO THE LINE-OF-CREDIT	0.00
06a FUNDS RETURNED TO THE LOCAL CDBG ACCOUNT	0.00
07 ADJUSTMENT TO COMPUTE TOTAL AVAILABLE	(23,079.69)
08 TOTAL AVAILABLE (SUM, LINES 01-07)	1,636,145.90

PART II: SUMMARY OF CDBG EXPENDITURES

09 DISBURSEMENTS OTHER THAN SECTION 108 REPAYMENTS AND PLANNING/ADMINISTRATION	855,676.21
10 ADJUSTMENT TO COMPUTE TOTAL AMOUNT SUBJECT TO LOW/MOD BENEFIT	(17,520.09)
11 AMOUNT SUBJECT TO LOW/MOD BENEFIT (LINE 09 + LINE 10)	838,156.12
12 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION	146,363.18
13 DISBURSED IN IDIS FOR SECTION 108 REPAYMENTS	0.00
14 ADJUSTMENT TO COMPUTE TOTAL EXPENDITURES	0.00
15 TOTAL EXPENDITURES (SUM, LINES 11-14)	984,519.30
16 UNEXPENDED BALANCE (LINE 08 - LINE 15)	651,626.60

PART III: LOW/MOD BENEFIT THIS REPORTING PERIOD

17 EXPENDED FOR LOW/MOD HOUSING IN SPECIAL AREAS	0.00
18 EXPENDED FOR LOW/MOD MULTI-UNIT HOUSING	0.00
19 DISBURSED FOR OTHER LOW/MOD ACTIVITIES	855,676.21
20 ADJUSTMENT TO COMPUTE TOTAL LOW/MOD CREDIT	(17,520.09)
21 TOTAL LOW/MOD CREDIT (SUM, LINES 17-20)	838,156.12
22 PERCENT LOW/MOD CREDIT (LINE 21/LINE 11)	100.00%

LOW/MOD BENEFIT FOR MULTI-YEAR CERTIFICATIONS

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

PART IV: PUBLIC SERVICE (PS) CAP CALCULATIONS

27 DISBURSED IN IDIS FOR PUBLIC SERVICES	283,347.27
28 PS UNLIQUIDATED OBLIGATIONS AT END OF CURRENT PROGRAM YEAR	57,858.68
29 PS UNLIQUIDATED OBLIGATIONS AT END OF PREVIOUS PROGRAM YEAR	54,505.00
30 ADJUSTMENT TO COMPUTE TOTAL PS OBLIGATIONS	(183,441.95)
31 TOTAL PS OBLIGATIONS (LINE 27 + LINE 28 - LINE 29 + LINE 30)	103,259.00
32 ENTITLEMENT GRANT	688,397.00
33 PRIOR YEAR PROGRAM INCOME	214,476.51
34 ADJUSTMENT TO COMPUTE TOTAL SUBJECT TO PS CAP	31,162.58
35 TOTAL SUBJECT TO PS CAP (SUM, LINES 32-34)	934,036.09
36 PERCENT FUNDS OBLIGATED FOR PS ACTIVITIES (LINE 31/LINE 35)	11.06%



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PART V: PLANNING AND ADMINISTRATION (PA) CAP	
37 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION	146,363.18
38 PA UNLIQUIDATED OBLIGATIONS AT END OF CURRENT PROGRAM YEAR	43,077.06
39 PA UNLIQUIDATED OBLIGATIONS AT END OF PREVIOUS PROGRAM YEAR	51,760.84
40 ADJUSTMENT TO COMPUTE TOTAL PA OBLIGATIONS	0.00
41 TOTAL PA OBLIGATIONS (LINE 37 + LINE 38 - LINE 39 +LINE 40)	137,679.40
42 ENTITLEMENT GRANT	688,397.00
43 CURRENT YEAR PROGRAM INCOME	137,502.09
44 ADJUSTMENT TO COMPUTE TOTAL SUBJECT TO PA CAP	(23,079.69)
45 TOTAL SUBJECT TO PA CAP (SUM, LINES 42-44)	802,819.40
46 PERCENT FUNDS OBLIGATED FOR PA ACTIVITIES (LINE 41/LINE 45)	17.15%



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LINE 17 DETAIL: ACTIVITIES TO CONSIDER IN DETERMINING THE AMOUNT TO ENTER ON LINE 17  
 Report returned no data.

LINE 18 DETAIL: ACTIVITIES TO CONSIDER IN DETERMINING THE AMOUNT TO ENTER ON LINE 18  
 Report returned no data.

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

Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2019	6	417	6314026	Ithaca ReUse Center Acquisition	01	LMJ	\$100,000.00
					01	Matrix Code	\$100,000.00
2017	7	371	6337786	Urban Bus Stop Signage & Amenities Upgrade	03Z	LMA	\$4,176.76
2018	10	397	6368163	Targeted Urban Bus Stop Upgrades	03Z	LMA	\$6,794.50
2018	10	399	6375731	Domestic Violence Shelter Renovation	03Z	LMC	\$7,859.00
2018	10	399	6396789	Domestic Violence Shelter Renovation	03Z	LMC	\$500.00
					03Z	Matrix Code	\$19,330.26
2018	1	391	6368163	Ramp Loan Program	05B	LMC	\$5,729.56
					05B	Matrix Code	\$5,729.56
2018	9	393	6295712	Hospitality Employment Training Program (HETP)	05H	LMCSV	\$1,931.77
2018	9	393	6300026	Hospitality Employment Training Program (HETP)	05H	LMCSV	\$2,364.30
2018	9	393	6308627	Hospitality Employment Training Program (HETP)	05H	LMCSV	\$20,862.76
2018	9	393	6314026	Hospitality Employment Training Program (HETP)	05H	LMCSV	\$1,892.56
2018	9	393	6317259	Hospitality Employment Training Program (HETP)	05H	LMCSV	\$12,024.74
2018	9	393	6321828	Hospitality Employment Training Program (HETP)	05H	LMCSV	\$64.25
2018	9	393	6325810	Hospitality Employment Training Program (HETP)	05H	LMCSV	\$96.96
2018	9	393	6329615	Hospitality Employment Training Program (HETP)	05H	LMCSV	\$1,088.20
2018	9	393	6337786	Hospitality Employment Training Program (HETP)	05H	LMCSV	\$117.50
2018	9	393	6342086	Hospitality Employment Training Program (HETP)	05H	LMCSV	\$4,683.37
2018	9	395	6322909	Volunteer Worker & Job Skills Training	05H	LMCSV	\$17,194.73
2018	9	395	6329615	Volunteer Worker & Job Skills Training	05H	LMCSV	\$10,924.56
2018	9	395	6336562	Volunteer Worker & Job Skills Training	05H	LMCSV	\$2,098.35
2018	9	395	6346673	Volunteer Worker & Job Skills Training	05H	LMCSV	\$14,084.22
2018	9	395	6379493	Volunteer Worker & Job Skills Training	05H	LMCSV	\$15,291.22
2018	9	396	6295710	Work Preserve Job Training: Job Placements	05H	LMCSV	\$2,607.89
2018	9	396	6295712	Work Preserve Job Training: Job Placements	05H	LMCSV	\$748.79
2018	9	396	6303981	Work Preserve Job Training: Job Placements	05H	LMCSV	\$3,216.73
2018	9	396	6308627	Work Preserve Job Training: Job Placements	05H	LMCSV	\$2,751.95
2018	9	396	6314026	Work Preserve Job Training: Job Placements	05H	LMCSV	\$6,355.14
2018	9	396	6329615	Work Preserve Job Training: Job Placements	05H	LMCSV	\$9,982.30
2018	9	396	6342086	Work Preserve Job Training: Job Placements	05H	LMCSV	\$3,465.97
2018	9	396	6350775	Work Preserve Job Training: Job Placements	05H	LMCSV	\$6,588.22
2018	9	396	6355383	Work Preserve Job Training: Job Placements	05H	LMCSV	\$3,160.92
2018	9	396	6364569	Work Preserve Job Training: Job Placements	05H	LMCSV	\$3,166.02



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Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2018	9	396	6368163	Work Preserve Job Training: Job Placements	05H	LMCSV	\$3,046.98
2018	9	396	6379493	Work Preserve Job Training: Job Placements	05H	LMCSV	\$103.85
2019	6	414	6395177	Finger Lakes ReUse Job Skills Training	05H	LMCSV	\$24,495.44
2019	6	415	6389010	Work Preserve Job Training: Job Placements	05H	LMCSV	\$3,302.70
					05H	Matrix Code	\$177,712.39
2018	11	400	6295712	Immigrant Services Program (ISP)	05Z	LMC	\$2,500.00
2018	11	400	6308627	Immigrant Services Program (ISP)	05Z	LMC	\$2,500.00
2018	11	400	6317259	Immigrant Services Program (ISP)	05Z	LMC	\$2,500.00
2018	11	401	6295712	Work Preserve Job Training: Job Readiness	05Z	LMCSV	\$3,129.78
2018	11	401	6300026	Work Preserve Job Training: Job Readiness	05Z	LMCSV	\$3,386.66
2018	11	401	6321828	Work Preserve Job Training: Job Readiness	05Z	LMCSV	\$3,249.08
2018	11	401	6337786	Work Preserve Job Training: Job Readiness	05Z	LMCSV	\$3,320.67
2018	11	401	6359758	Work Preserve Job Training: Job Readiness	05Z	LMCSV	\$3,406.37
2018	11	401	6364569	Work Preserve Job Training: Job Readiness	05Z	LMCSV	\$3,478.18
2018	11	401	6379493	Work Preserve Job Training: Job Readiness	05Z	LMCSV	\$29.26
2018	12	403	6314026	Housing for School Success: Year #3	05Z	LMC	\$27,005.00
2019	7	418	6395177	Black Girl Alchemists Public Art Mosaic Project	05Z	LMC	\$1,066.46
2019	7	420	6337786	2-1-1 Information & Referral	05Z	LMC	\$8,751.40
2019	7	420	6346673	2-1-1 Information & Referral	05Z	LMC	\$6,248.60
2019	7	423	6329615	Immigrant Services Program (ISP)	05Z	LMC	\$2,088.25
2019	7	423	6337786	Immigrant Services Program (ISP)	05Z	LMC	\$2,088.25
2019	7	423	6355383	Immigrant Services Program (ISP)	05Z	LMC	\$2,088.25
2019	7	423	6364569	Immigrant Services Program (ISP)	05Z	LMC	\$4,176.50
2019	7	423	6375726	Immigrant Services Program (ISP)	05Z	LMC	\$2,088.25
2019	7	423	6386778	Immigrant Services Program (ISP)	05Z	LMC	\$4,176.50
2019	8	419	6375726	Housing for School Success	05Z	LMC	\$6,574.81
2019	8	419	6382770	Housing for School Success	05Z	LMC	\$6,053.05
					05Z	Matrix Code	\$99,905.32
2019	6	430	6336561	GreenStar Cooperative Market Expansion Project (PB-LF #11)	08	LMJ	\$200,000.00
2019	6	430	6346673	GreenStar Cooperative Market Expansion Project (PB-LF #11)	08	LMJ	\$26,448.99
2019	6	430	6371715	GreenStar Cooperative Market Expansion Project (PB-LF #11)	08	LMJ	\$173,551.01
					08	Matrix Code	\$400,000.00
2018	8	385	6371778	Neighbor to Neighbor Home Rehabilitation	14A	LMH	\$10,247.00
2018	8	392	6317259	Mini-Repair Program	14A	LMH	\$9,968.26
2018	8	392	6337786	Mini-Repair Program	14A	LMH	\$2,802.34
2019	2	410	6364569	Small Repair Program	14A	LMH	\$9,917.72
					14A	Matrix Code	\$32,935.32
2007	21	66	6323022	IURA RLF ADMIN & DELIVERY	18B	LMJ	\$2,808.26
2007	21	66	6336563	IURA RLF ADMIN & DELIVERY	18B	LMJ	\$9,298.43
2007	21	66	6371716	IURA RLF ADMIN & DELIVERY	18B	LMJ	\$2,362.51
2007	21	66	6396846	IURA RLF ADMIN & DELIVERY	18B	LMJ	\$5,594.16
					18B	Matrix Code	\$20,063.36
Total							\$855,676.21



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LINE 27 DETAIL: ACTIVITIES INCLUDED IN THE COMPUTATION OF LINE 27

Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity to prevent, prepare for, and respond to Coronavirus	Activity Name	Grant Number	Fund Type	Matrix Code	National Objective	Drawn Amount
2018	1	391	6368163	No	Ramp Loan Program	B18MC360018	EN	05B	LMC	\$5,729.56
								05B	Matrix Code	\$5,729.56
2018	9	393	6295712	No	Hospitality Employment Training Program (HETP)	B18MC360018	EN	05H	LMCSV	\$1,931.77
2018	9	393	6300026	No	Hospitality Employment Training Program (HETP)	B18MC360018	EN	05H	LMCSV	\$2,364.30
2018	9	393	6308627	No	Hospitality Employment Training Program (HETP)	B18MC360018	EN	05H	LMCSV	\$20,862.76
2018	9	393	6314026	No	Hospitality Employment Training Program (HETP)	B18MC360018	EN	05H	LMCSV	\$1,892.56
2018	9	393	6317259	No	Hospitality Employment Training Program (HETP)	B18MC360018	EN	05H	LMCSV	\$12,024.74
2018	9	393	6321828	No	Hospitality Employment Training Program (HETP)	B18MC360018	EN	05H	LMCSV	\$64.25
2018	9	393	6325810	No	Hospitality Employment Training Program (HETP)	B18MC360018	EN	05H	LMCSV	\$96.96
2018	9	393	6329615	No	Hospitality Employment Training Program (HETP)	B18MC360018	EN	05H	LMCSV	\$1,088.20
2018	9	393	6337786	No	Hospitality Employment Training Program (HETP)	B18MC360018	EN	05H	LMCSV	\$117.50
2018	9	393	6342086	No	Hospitality Employment Training Program (HETP)	B18MC360018	EN	05H	LMCSV	\$4,683.37
2018	9	395	6322909	No	Volunteer Worker & Job Skills Training	B16MC360018	RL	05H	LMCSV	\$17,194.73
2018	9	395	6329615	No	Volunteer Worker & Job Skills Training	B18MC360018	EN	05H	LMCSV	\$10,924.56
2018	9	395	6336562	No	Volunteer Worker & Job Skills Training	B17MC360018	RL	05H	LMCSV	\$2,098.35
2018	9	395	6346673	No	Volunteer Worker & Job Skills Training	B18MC360018	EN	05H	LMCSV	\$14,084.22
2018	9	395	6379493	No	Volunteer Worker & Job Skills Training	B18MC360018	EN	05H	LMCSV	\$15,291.22
2018	9	396	6295710	No	Work Preserve Job Training: Job Placements	B18MC360018	PI	05H	LMCSV	\$2,607.89
2018	9	396	6295712	No	Work Preserve Job Training: Job Placements	B18MC360018	EN	05H	LMCSV	\$748.79
2018	9	396	6303981	No	Work Preserve Job Training: Job Placements	B18MC360018	EN	05H	LMCSV	\$3,216.73
2018	9	396	6308627	No	Work Preserve Job Training: Job Placements	B18MC360018	EN	05H	LMCSV	\$2,751.95
2018	9	396	6314026	No	Work Preserve Job Training: Job Placements	B18MC360018	EN	05H	LMCSV	\$6,355.14
2018	9	396	6329615	No	Work Preserve Job Training: Job Placements	B18MC360018	EN	05H	LMCSV	\$9,982.30
2018	9	396	6342086	No	Work Preserve Job Training: Job Placements	B18MC360018	EN	05H	LMCSV	\$3,465.97
2018	9	396	6350775	No	Work Preserve Job Training: Job Placements	B18MC360018	EN	05H	LMCSV	\$6,588.22
2018	9	396	6355383	No	Work Preserve Job Training: Job Placements	B18MC360018	EN	05H	LMCSV	\$3,160.92
2018	9	396	6364569	No	Work Preserve Job Training: Job Placements	B18MC360018	EN	05H	LMCSV	\$3,166.02
2018	9	396	6368163	No	Work Preserve Job Training: Job Placements	B18MC360018	EN	05H	LMCSV	\$3,046.98
2018	9	396	6379493	No	Work Preserve Job Training: Job Placements	B18MC360018	EN	05H	LMCSV	\$103.85
2019	6	414	6395177	No	Finger Lakes ReUse Job Skills Training	B19MC360018	EN	05H	LMCSV	\$24,495.44
2019	6	415	6389010	No	Work Preserve Job Training: Job Placements	B19MC360018	EN	05H	LMCSV	\$3,302.70
								05H	Matrix Code	\$177,712.39
2018	11	400	6295712	No	Immigrant Services Program (ISP)	B18MC360018	EN	05Z	LMC	\$2,500.00
2018	11	400	6308627	No	Immigrant Services Program (ISP)	B18MC360018	EN	05Z	LMC	\$2,500.00
2018	11	400	6317259	No	Immigrant Services Program (ISP)	B18MC360018	EN	05Z	LMC	\$2,500.00
2018	11	401	6295712	No	Work Preserve Job Training: Job Readiness	B18MC360018	EN	05Z	LMCSV	\$3,129.78
2018	11	401	6300026	No	Work Preserve Job Training: Job Readiness	B18MC360018	EN	05Z	LMCSV	\$3,386.66
2018	11	401	6321828	No	Work Preserve Job Training: Job Readiness	B18MC360018	EN	05Z	LMCSV	\$3,249.08



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Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity to prevent, prepare for, and respond to Coronavirus	Activity Name	Grant Number	Fund Type	Matrix Code	National Objective	Drawn Amount
2018	11	401	6337786	No	Work Preserve Job Training: Job Readiness	B18MC360018	EN	05Z	LMCSV	\$3,320.67
2018	11	401	6359758	No	Work Preserve Job Training: Job Readiness	B18MC360018	EN	05Z	LMCSV	\$3,406.37
2018	11	401	6364569	No	Work Preserve Job Training: Job Readiness	B18MC360018	EN	05Z	LMCSV	\$3,478.18
2018	11	401	6379493	No	Work Preserve Job Training: Job Readiness	B18MC360018	EN	05Z	LMCSV	\$29.26
2018	12	403	6314026	No	Housing for School Success: Year #3	B18MC360018	EN	05Z	LMC	\$27,005.00
2019	7	418	6395177	No	Black Girl Alchemists Public Art Mosaic Project	B19MC360018	EN	05Z	LMC	\$1,066.46
2019	7	420	6337786	No	2-1-1 Information & Referral	B17MC360018	EN	05Z	LMC	\$8,751.40
2019	7	420	6346673	No	2-1-1 Information & Referral	B17MC360018	EN	05Z	LMC	\$2,496.31
2019	7	420	6346673	No	2-1-1 Information & Referral	B18MC360018	EN	05Z	LMC	\$3,752.29
2019	7	423	6329615	No	Immigrant Services Program (ISP)	B19MC360018	EN	05Z	LMC	\$2,088.25
2019	7	423	6337786	No	Immigrant Services Program (ISP)	B19MC360018	EN	05Z	LMC	\$2,088.25
2019	7	423	6355383	No	Immigrant Services Program (ISP)	B19MC360018	EN	05Z	LMC	\$2,088.25
2019	7	423	6364569	No	Immigrant Services Program (ISP)	B19MC360018	EN	05Z	LMC	\$4,176.50
2019	7	423	6375726	No	Immigrant Services Program (ISP)	B19MC360018	EN	05Z	LMC	\$2,088.25
2019	7	423	6386778	No	Immigrant Services Program (ISP)	B19MC360018	EN	05Z	LMC	\$4,176.50
2019	8	419	6375726	No	Housing for School Success	B19MC360018	EN	05Z	LMC	\$6,574.81
2019	8	419	6382770	No	Housing for School Success	B19MC360018	EN	05Z	LMC	\$6,053.05
									Matrix Code	\$99,905.32
										<u>\$283,347.27</u>
Total										\$283,347.27

LINE 37 DETAIL: ACTIVITIES INCLUDED IN THE COMPUTATION OF LINE 37

Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2018	5	405	6295712	CDBG Administration	21A		\$10,285.80
2018	5	405	6300026	CDBG Administration	21A		\$5,551.12
2018	5	405	6303981	CDBG Administration	21A		\$4,968.77
2018	5	405	6308627	CDBG Administration	21A		\$8,493.47
2018	5	405	6314026	CDBG Administration	21A		\$5,844.72
2018	5	405	6317259	CDBG Administration	21A		\$8,392.71
2018	5	405	6321828	CDBG Administration	21A		\$5,710.93
2018	5	405	6325810	CDBG Administration	21A		\$2,513.32
2019	9	424	6337786	CDBG Administration	21A		\$4,823.13
2019	9	424	6342086	CDBG Administration	21A		\$4,468.96
2019	9	424	6346673	CDBG Administration	21A		\$6,658.51
2019	9	424	6350775	CDBG Administration	21A		\$4,890.73
2019	9	424	6355383	CDBG Administration	21A		\$5,993.83
2019	9	424	6359758	CDBG Administration	21A		\$4,809.14
2019	9	424	6364569	CDBG Administration	21A		\$6,645.16





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 U.S. Department of Housing and Urban Development  
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Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2019	9	424	6368163	CDBG Administration	21A		\$7,909.57
2019	9	424	6371778	CDBG Administration	21A		\$8,265.13
2019	9	424	6375726	CDBG Administration	21A		\$6,192.02
2019	9	424	6379493	CDBG Administration	21A		\$9,415.14
2019	9	424	6382770	CDBG Administration	21A		\$5,233.65
2019	9	424	6386778	CDBG Administration	21A		\$5,607.73
2019	9	424	6389010	CDBG Administration	21A		\$2,962.28
2019	9	424	6395177	CDBG Administration	21A		\$10,727.36
						21A	
Total						Matrix Code	\$146,363.18
							\$146,363.18

## **Ithaca Urban Renewal Agency/City of Ithaca, NY**

### **Explanation of Adjustments to 2019 Program Year PR-26, CDBG Financial Summary Report**

#### **Line 7 & 44 – A timing issue**

-Line 5 (Current Year Program Income) listed as \$137,502.09. This represents IDIS entries for the following time frame, 8/19-12/19, 1/20-6/20 and July 2020, which were inputted in IDIS for the 2019 program year. The actual program income was \$114,422.40 for the period 8/19 – 7/20. As a result, (\$23,079.69) was included on Line 7 to adjust Current Year Program to \$114,422.40.

#### **Line 10 – A timing issue**

-Line 11 was \$855,676.21 but should be \$838,156.12.

The \$838,156.12 includes:

CDBG Disbursements (Excluding Admin) 8/19 – 7/20 \$439,660.87

RL Program Income Disbursements 8/19 – 7/20 \$5,206.24

Loans Disbursed 8/19 – 7/20 \$373,551.01

CD-RLF Admin 8/19 – 7/20 \$19,738.00

The \$855,676.21 needed to be adjusted by (\$17,520.09), which is made up of:

- Current Program Year (July 2020) CD-RLF Administration Expenses #66 in the amount of \$639.84 were disbursed in Current Program Year but not reported in IDIS until after Current Program Year ended; therefore is not included when it should be (Timing Issue).
- Payment to Finger Lakes ReUse, Inc. for \$17,194.73 was disbursed in the Prior Year Program Year (July 2019) but reported in IDIS in the Current Program year; therefore is included when it should not be (Timing Issue).
- Prior Program Year (July 2019) CD-RLF Administration Expenses #66 in the amount of \$965.20 were reported in Current Program Year and are included when they should not be (Timing Issue).

#### **Line 21 & 20 – Timing and Coding issues**

Line 21 was \$855,676.21 but should be \$838,156.12.

-Line 20 needed same adjustment as noted for Line 10 above.

#### **Line 30**

-Line 27 was \$283,347.27 but should be \$99,905.32. The adjustment of (\$183,441.95) represents amounts included in Line 27 for the following activities:

Deletion of HUD #391 – not a PS activities (\$5,729.56) Special Activity by CBDO

Deletion of HUD #393 – not a PS activities (\$45,126.41) Special Activity by CBDO

Deletion of HUD #415 – not a PS activities (\$3,302.70) Special Activity by CBDO

Deletion of HUD #414– not a PS activities (\$24,495.44) Special Activity by CBDO

Deletion of HUD #395– not a PS activities (\$59,593.08) Special Activity by CBDO

Deletion of HUD #396– not a PS activities (\$45,194.76) Special Activity by CBDO

#### **Line 34 – A timing issue**

-Same adjustment of 31,162.58 is needed as Line 44 of the 2018 CAPER. 2018 Program Income was listed as \$214,476.51 but was actually \$245,639.09. This is a timing issue as the program amount of \$183,578.99 did not included July 2019 income of \$31,338.00 reported in IDIS after the end of 2018 program year and included \$175.42 of 2017 program income reported in the 2018 program year.