

City of Ithaca/Ithaca Urban Renewal Agency (IURA) 2018 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 2018 CAPER encompasses accomplishments for Year 5 of the City of Ithaca ("City") 2014-2018 Consolidated 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 2018 Program Year (PY2018), which goes from August 1st, 2017-July 31st, 2018

Although the Ithaca area's economic growth rate slowed to 1.1% in 2018, Ithaca continues to perform well economically by most measures, with a robust 10.0% growth in retail sales (compared to 4.9% for New York state and 4.6% nationally) and a 3.6% unemployment rate¹ (compared to 4.1% for New York state and 3.9% nationally). The climbing cost of living (2.1% 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 2007-2017²). According to the most recent available American Community Survey (ACS) estimates (2013-2017), median gross rent in the City has risen by 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 2018 median home value was actually \$266,770. By comparison, the national median home value is \$193,500 (ACS 2013-2017).

Just under 75% of City residents are renters (compared to 31.5% nationally). Fifty-six percent of Ithaca's renters spend over 30% of their income for housing (including utilities): the threshold at which renters are considered cost-burdened. Forty-one percent of Ithaca's renters are severely cost-burdened, spending at least 50% of their income for housing. Severe housing cost-burden is the predominant housing problem for renters at 0-50% AMI. Several protected-class groups experience severe housing cost-burdens at elevated rates, compared to white, non-Hispanic households. African American, Hispanic, and Asian renter households face the highest rates of severe housing cost-burden. More than 25% of Ithaca's homeowners are both low-to-moderate income (LMI) and cost-burdened. 7% are LMI and severely cost-burdened³. Cost-burdens affect many homeowners' ability to bear other household-related costs, like routine maintenance and repairs necessary to prevent larger problems.

In PY2018, the City sought 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) three job-training/skill-building and job-placement programs; and (5) other programs to help meet the basic needs of low-income households.

¹ Ithaca Business Index, Ithaca College, Department of Economics

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

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

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 and Placement Program, and Work Preserve Job Training and Job Readiness Program. In PY2018, the City also funded the new Volunteer Worker and Job Skills Training Program, using \$71,800.00 in CDBG funding towards job training for at least 20 LMI people, 54 volunteer workers, and job placements for 17 individuals.

2018 Action Plan Amendments

Subsequent to the initial submission of the 2018 Action Plan to HUD on June 29th, 2018, the following four amendments were adopted:

2018 ACTION PLAN AMENDMENT #1: On September 7, 2018, as a result of an unanticipated \$52,071.00 increase in its CDBG funding award, the City approved the following adjustments to its funding allocations:

Project Name	Sponsor	Funding Change	Final Funding
Hospitality Employment Training Program (HETP)	Greater Ithaca Activities Center (GIAC), Inc.	Increase: \$10,000.00	\$110,000.00
Housing for School Success	Ithaca City School District (ICSD)	Increase: \$6,705.00	\$27,005.00
Ramp Loan Program	Finger Lakes Independence Center (FLIC)	Increase: \$982.00	\$25,000.00
CDBG Administration (20% of award)	IURA	Increase: \$10,414.20	\$137,214.20
Economic Development Loan Fund	IURA	Decrease: \$17,687.00	\$23,969.80

2018 ACTION PLAN AMENDMENT #2: On September 27, 2018, the City approved changes to the location and use of funds from new rental housing construction to reconstruction/rehabilitation of existing rental units for the Ithaca Neighborhood Housing Services (INHS) Scattered Site 2 project (subsequently renamed “Cayuga Flats”).

2018 ACTION PLAN AMENDMENT #3: On October 25, 2018, the City approved \$3,643.64 in HOME funding for the INHS 202 Hancock St. Townhouses project (PY2016) and concomitant decrease in the 2018 CHDO Reserve Activity, due to unanticipated additional incurred bond issuance legal costs and the resulting shortfall in the City’s Neighborhood Housing Initiative (NHI) Bond program.

2018 ACTION PLAN AMENDMENT #4: On April 18, 2019, the City approved a plan to modify a funding source for Tompkins Community Action’s Chartwell House, replacing \$125,000 in CDBG Program Income (PI) with \$125,000 HODAG funds, and moving the \$125,000 CDBG PI to the Economic Development Loan Fund.

Status of 2018 Action Plan Projects

The City’s PY2018 Action Plan included funding for 21 projects, which generally proceeded as anticipated and on schedule, with the following exceptions:

Delayed Projects:

NEIGHBOR TO NEIGHBOR HOME REHABILITATION PROJECT: Awarded \$40,000.00 in CDBG funds to provide critically needed home repairs to at least 4 homeowners with incomes below ≤60% of Area Median Income (AMI), project implementation was delayed due to the organization’s turn-over in leadership and its dependence on volunteers.

DOMESTIC VIOLENCE SHELTER RENOVATION PROJECT: Awarded \$9,960.72 in CDBG funds for much-needed renovations to its shelter, the Advocacy Center of Tompkins County project was set back due to a delay in funding from the Dormitory Authority of the State of New York (DASNY).

TARGETED URBAN BUS STOP UPGRADES PROJECT: Awarded \$13,500.00 in CDBG funds for improvements to a bus shelter, the project was set back due to a delay in a separate infrastructure improvement project necessary for completion.

402 S. CAYUGA ST. PROJECT: Awarded \$150,000.00 in HOME funds for construction of 4 new for-sale housing units, including 2 affordable units to households earning $\leq 80\%$ of AMI, the project was set back due to a delay in the conveyance of the property to Ithaca Neighborhood Housing Services (INHS).

CAYUGA FLATS PROJECT (formerly "Scattered Site Phase 2"): Awarded \$100,000.00 in HOME funds for redevelopment of 29 existing rental units on 5 sites, this complex project was delayed due to several unanticipated changes to its scope and schedule, primarily related to New York State's funding and application timeline requirements.

Canceled Projects:

The following two projects originally included in the 2018 Action Plan were canceled:

ITHACA REUSE CENTER EXPANSION PROJECT: Awarded \$100,000.00 in CDBG loan funds for expansion of property at 214 Elmira Rd., this project was canceled due to a delay in identifying and securing a primary lender. (Finger Lakes ReUse, Inc. was subsequently awarded and received funding for acquisition of the property in the 2019 Action Plan.)

FOOD ENTREPRENEURSHIP 2.0 PROJECT: On September 20, 2018, Cornell Cooperative Extension of Tompkins County declined \$25,000.00 in CDBG funding for the project, when the organization began major restructuring of its micro-enterprise assistance programs and strategic partnerships.

New York State- CDBG Program Income Allocations

Although not a part of the formal 2018 Action Plan submitted to HUD, in PY2018 (due to a New York State requirement that State-administered CDBG Program Income be committed to CDBG-eligible uses by March 31, 2019 or be returned to the State), the City allocated \$561,000.00 in State-administered CDBG funds to the two following City projects, as approved by the New York State Office of Community Renewal:

- S. AURORA ST. SIDEWALK EXTENSION PROJECT (\$386,583.00): Used for in-fill construction of approximately 1,200 linear feet of missing sidewalks along South Aurora Street from the City line to Hillview Place.
- FORMER IMMACULATE CONCEPTION SCHOOL GYMNASIUM ACQUISITION (\$175,000.00): Used towards acquisition of a 9,156-square-foot gymnasium building for the Greater Ithaca Activities Center (GIAC) programming.

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.

NOTE: Since HUD's Integrated Disbursement and Information System (IDIS) only generates outcomes for *completed* HOME projects, numeric outcomes for incomplete HOME projects have been entered manually. Also, IDIS does not seem to capture total "Actual – Strategic Plan" numeric outcomes accurately in many cases, some of those have been entered manually.

Goal	Category	Projects	Source / Amount	Indicator	Unit of Measure	Expected – Strategic Plan	Actual – Strategic Plan	% Complete	Expected – Program Year	Actual – Program Year	% Complete
Expand Economic & Employment Opportunities	Non-Housing Community Development	<ul style="list-style-type: none"> Ithaca ReUse Center Expansion [CANCELED] Volunteer Worker & Job Skills Training 	CDBG: \$42,210.00	Jobs created/retained	Jobs	40	35	87.50%	4	1	25.00%
Expand Economic & Employment Opportunities	Non-Housing Community Development	<ul style="list-style-type: none"> Food Entrepreneurship 2.0 [CANCELED] 	CDBG: \$0.00	Businesses assisted	Businesses Assisted	3	13	433.33%	5	0	0.00%
Improve & Expand Affordable Housing Options	Affordable Housing	<ul style="list-style-type: none"> Cayuga Flats (form. Scattered Site Phase 2) 	HOME: \$100,000.00	Rental units constructed	Household Housing Unit	35	22	62.85%	40	0	0.00%
Improve & Expand Affordable Housing Options	Affordable Housing	<ul style="list-style-type: none"> Chartwell House 	CDBG: \$200,000.00	Rental units rehabilitated	Household Housing Unit	0	12	n/a	12	12	100.00%
Improve & Expand Affordable Housing Options	Affordable Housing	<ul style="list-style-type: none"> 402 S. Cayuga St. 	HOME: \$150,000.00	Homeowner Housing Added	Household Housing Unit	10	9	90.00%	2	0	0.00%
Improve & Expand Affordable Housing Options	Affordable Housing	<ul style="list-style-type: none"> Neighbor to Neighbor Home Rehabilitation PY2017 & PY2018 Mini-Repair Program Homeowner Rehab: 103 Second St., 502 S. Albany St., 725 Hudson St., & 948 Cliff St. 	CDBG: \$156,256.00 HOME: \$9,309.08	Homeowner Housing Rehabilitated	Household Housing Unit	250	218	87.20%	44	49	111.36%
Improve & Expand Affordable Housing Options	Affordable Housing		\$0.00	Direct Financial Assistance to Homebuyers	Households Assisted	5	1	20.00%	0	0	0.00%
Improve & Expand Affordable Housing Options	Affordable Housing	<ul style="list-style-type: none"> Housing Scholarship Program Security Deposit Assistance 	HOME: \$116,342.00	Tenant-based rental assistance / Rapid Rehousing	Households Assisted	250	412	164.80%	84	84	100.00%
Improve & Expand Affordable Housing Options	Affordable Housing		\$0.00	Overnight/Emergency Shelter/Transitional Housing Beds added	Beds	25	0	0.00%	0	0	0.00%
Increase Physical & Economic Mobility	Non-Homeless Special Needs Non-Housing Community Development	<ul style="list-style-type: none"> Work Preserve Job Training: Job Readiness Ramp Loan Program 	CDBG: \$45,000.00	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	75	153	200.04%	26	16	61.53%
Increase Physical & Economic Mobility	Non-Homeless Special Needs Non-Housing Community Development	<ul style="list-style-type: none"> Hospitality Employment Training Program (HETP) Volunteer Worker & Job Skills Training Work Preserve Job Training: Job Placements 	CDBG: \$207,090.00	Jobs created/retained	Jobs	0	48	n/a	35	19	54.28%

Goal	Category	Projects	Source / Amount	Indicator	Unit of Measure	Expected – Strategic Plan	Actual – Strategic Plan	% Complete	Expected – Program Year	Actual – Program Year	% Complete
Meet Essential Needs for Food, Shelter & Safety	Homeless Non-Homeless Special Needs Non-Housing Community Development	<ul style="list-style-type: none"> Immigrant Services Program 2-1-1 Information & Referral Service 	CDBG: \$50,000.00	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	2,925	3,846	131.48%	2,500	1,529	61.16%
Meet Essential Needs for Food, Shelter & Safety	Homeless Non-Homeless Special Needs Non-Housing Community Development	<ul style="list-style-type: none"> Housing for School Success: Year #3 	CDBG: \$27,005.00	Homelessness Prevention	Persons Assisted	0	25	n/a	12	15	125.00%
Strengthen Neighborhoods	Non-Housing Community Development	<ul style="list-style-type: none"> Targeted Urban Bus Stop Upgrades PY2016 Wading Pool Expansion Project Domestic Violence Shelter Renovation 	CDBG: \$208,496.72	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	5,026	32,398	6,446.08%	1,065	32,190	3,022.54%
Strengthen Neighborhoods	Non-Housing Community Development	<ul style="list-style-type: none"> Final Phase Compliance for Heating & Roofing 	CDBG: \$29,300.00	Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit	Households Assisted	0	85	n/a	85	85	n/a

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.

2014-18 Consolidated Plan: High-Priority Needs

- Affordable Housing — Accessibility Improvements
- Affordable Housing — Homeowner Purchase Assistance
- Affordable Housing — Homeowner Rehab/Repair
- Affordable Housing — Permanent Supportive Housing
- Affordable Housing — Production of New Units
- Affordable Housing — Tenant-Based Rental Assistance (TBRA)
- Affordable Housing — Transitional Housing
- Economic Development — Job Creation & Entrepreneurship
- Economic Development — Job Readiness & Placement
- Public Infrastructure — Blight Removal
- Public Infrastructure — Public Infrastructure
- Planning — Affirmatively Furthering Fair Housing (AFFH)
- Public Services — Immigrant Services
- Public Services — Information & Referral
- Public Services — Transportation Services
- Public Services — Youth Services
- Public Facilities

2014-18 Consolidated Plan: Low-Priority Needs

- Affordable Housing — Rental Rehab/Energy Efficiency
- Affordable Housing — Emergency Shelter
- Public Facilities — Childcare Centers
- Public Facilities — Domestic Violence Shelter
- Public Facilities — Health Facilities
- Public Facilities — Police Substations
- Public Facilities — Community Gardens
- Public Services — Homeless Services Day Programming
- Public Services — Senior Services
- Public Services — Mental Health & Substance Abuse Services
- Public Services — Domestic Violence Services
- Public Services — Crime Awareness/Prevention

In PY2018, the City allocated funds to projects addressing 11 of the 17 High-Priority Needs identified in its 2014-18 Consolidated Plan. CDBG funds continue to be principally allocated 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). The City also continued to fund improvements to public facilities and infrastructure.

Ithaca is a highly educated community with a low unemployment rate, which produces a very difficult dynamic for LMI residents with no 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 PY2018, the City continued to fund the Hospitality Employment Training Program (HETP), operated by Greater Ithaca Activities Center (GIAC), a non-profit Community-Based Development Organization (CBDO). The program employed \$110,000.00 in CDBG funds, to train 14 adults and place 14 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 PY2018, the City maintained its funding commitment for Historic Ithaca's Work Preserve Job Training and Job Placements program, 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 the retail and building trades, operating out of Historic Ithaca's architectural salvage and preservation program. In PY2018, the City also funded Historic Ithaca's Work Preserve Job Training and Job Readiness program, using \$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 services or employment.

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

Mini-Repair Program

In PY2018, the City increased funding for the long-standing INHS Mini-Repair 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 in a safe and affordable manner.

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

Neighbor to Neighbor Home Rehabilitation Project

In PY2018, the City awarded \$40,000.00 in CDBG funds for the Neighbor to Neighbor Home Rehabilitation project to provide critically needed home repairs to at least 4 homeowners with incomes below 60% of Area Median Income (AMI).

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

Chartwell House

In PY2018, the City awarded \$200,000.00 in CDBG funds to Tompkins Community Action's (TCAAction) Chartwell House project, for completion of heating/air-conditioning system upgrades; and rehabilitation of bathrooms, kitchen, and other living spaces to improve safety/quality of permanent housing for homeless men with disabilities. Chartwell House residents must be homeless upon entry with an income of $\leq 30\%$ AMI. Priority is given to chronically homeless applicants. TCAAction collaborates with Ithaca/Tompkins Continuum of Care's Coordinated Assessment System to fill all vacancies, thus serving the most vulnerable men in need of housing and ensuring chronically homeless individuals are housed as quickly as possible.

LOW-PRIORITY NEED(S): Affordable Housing — Rental Rehab/Energy Efficiency

Ramp Loan Program

In PY2018, the City awarded \$25,000.00 in CDBG funds to Finger Lakes Independence Center (FLIC) to purchase at least 6 modular ramp units, providing at least 6 LMI persons with temporary ramps for their homes. Over the past 15 years, FLIC has provided more than 140 people with disabilities temporary ramps to assist them in accessing their homes.

HIGH-PRIORITY NEED(S): Affordable Housing — Accessibility Improvements

Targeted Urban Bus Stop Upgrades Project

In PY2018, the City awarded \$13,500.00 in CDBG funds to the Tompkins Consolidated Area Transit, Inc. (TCAT) Urban Bus Stop project to upgrade 1 bus shelter/stop, as part of a strategy to improve the comprehensibility and usability of the TCAT system for low- and moderate- income (LMI) neighborhood residents. CDBG funding was an important component of the project, since most Federal Transit Administration (FTA) funding is designed to fund much larger capital improvement projects, bus facility improvements, or operations. TCAT provides vital transit services to Ithaca's LMI residents, enabling them to get to work, healthcare services, or run errands. 47% of the City's households earning under \$25,000/year and 40% of households earning under \$40,000/year do not own a vehicle. Improvements to the TCAT system directly benefit LMI residents, since they are most dependent on public transit. By prioritizing bus stop upgrades in low-income areas, the project assists people who depend the most on public transit.

HIGH-PRIORITY NEED(s): Public Facilities
Public Infrastructure — Public Infrastructure

Final Phase Compliance for Heating & Roofing Project

In PY2018, the City awarded \$29,300.00 in CDBG funds to the Downtown Ithaca Children's Center (DICC) Final Phase Compliance for Heating & Roofing project for direct costs to complete final phase of heating/roofing renovation project at a childcare facility serving LMI children, thereby ensuring the safety of both children and staff, and compliance with New York State Office of Children and Family Services (OCFS) regulations. DICC has a long-standing mission to provide access to quality childcare and education for children who need it the most, particularly those living in poverty.

HIGH-PRIORITY NEED(s): Public Facilities
Public Infrastructure — Public Infrastructure

Domestic Violence Shelter Renovation Project

In PY2018, the City awarded \$9,960.72 in CDBG funds to replace the aging roof as part of the Advocacy Center of Tompkins County's Domestic Violence Shelter Renovation project. The 9-bed shelter is the only domestic violence shelter in Tompkins County. In 2017, it provided 2,573 bed nights of emergency shelter for 107 adults and 44 children, a 41% increase from 2016. The vast majority of clients using the shelter are low-income or very low-income. 90% of victims who use the shelter are ≤80% AMI. A significant percentage of shelter clients also have a disability (25-60%).

HIGH-PRIORITY NEED(s): Public Facilities
Public Infrastructure — Public Infrastructure

Immigrant Services Program (ISP)

In PY2018, the City awarded \$30,000.00 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 PY2018, the City awarded \$20,000.00 in CDBG funds to the Human Services Coalition (HSC) 2-1-1 Information and Referral program towards service calls to 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 PY2018, the City awarded \$27,005.00 in CDBG funds to the Ithaca City School District (ICSD) Housing for School Success program to provide supportive case management services for 13-15 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

Volunteer Worker & Job Skills Training Program

In PY2018, the City awarded \$71,800.00 in CDBG funds to the Finger Lakes ReUse, Inc. Volunteer Worker and Job Skills Training Program, for job training of at least 20 LMI people, 54 volunteer workers, and job placements for 17 individuals with employment barriers. Applicants are screened, so priority is given to people with barriers to employment, including unemployed/underemployed persons, youth, disabled persons, formerly incarcerated persons, women, and minorities.

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

Spencer Road Sidewalks Project

In PY2018, the City funded and completed a project, originally awarded \$100,000.00 in CDBG funds in PY2015, for installation of a complete pedestrian connection (e.g., standard-width sidewalk, curb, gutter) connecting the 400-block of Spencer Road with the existing pedestrian system on Old Elmira Road, via South Meadow Street. Pedestrian improvements were installed on the north side of Spencer Road, and on both the east and west sides of South Meadow Street.

HIGH-PRIORITY NEED(S): Public Infrastructure — Public Infrastructure

Wading Pool Expansion Project

In PY2018, the City funded the final installment for completion of a project originally awarded \$185,000.00 in CDBG funds in PY2016 for the Greater Ithaca Activities Center (GIAC) Wading Pool Expansion project, to renovate and expand the existing wading pool at the Alex Haley Municipal Pool. Since it opened, the pool has had an average 300 unduplicated individual bathers, representing 70 families each pool season. Of those bathers, 80% identify as LMI and request scholarships/discounts for pool passes. Over the pool season, in addition to GIAC summer camp, several neighborhood summer programs use the pool. Most program participants identify as receiving free or reduced-cost meals at school, putting most family income at approximately 30% AMI. The goal for the project is to provide access to a safe, affordable recreational facility that improves the quality of life of families, who otherwise could not afford to access such a facility.

HIGH-PRIORITY NEED(S): Public Facilities

Homeowner Rehab Project

In PY2018, the City funded completion of the INHS Homeowner Rehab project, originally awarded \$75,000.00 in CDBG funds in PY2017, to provide 3 LMI homeowners (948 Cliff St., 502 S. Albany St., 725 Hudson St.) 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 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. These standards strongly encourage adoption of measures that reduce energy and water consumption, and promote resident health and improve neighborhood stability. Often, INHS is able to provide additional financial resources in the form of grants from other sources such as NYSERDA or local weatherization programs.

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

A Place to Stay: Supportive Services Program

In PY2018, the City funded the last of the \$15,925.00 in PY2017 CDBG funds awarded 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 was 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.

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

402 S. Cayuga St. Project

In PY2018, the City awarded \$150,000.00 in HOME funds to INHS for construction of 4 new for-sale housing units, including 2 affordable units to households earning $\leq 80\%$ of AMI. The homes will be LEED for HOMES, EnergyStar, and IndoorairPlus certified. All four units will become part of the Community Housing Trust to retain affordability levels for future prospective homebuyers.

HIGH-PRIORITY NEED(S): Affordable Housing — Production of New Units

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	143	147
Black or African American	72	61
Asian	54	17
American Indian or American Native	1	1
Native Hawaiian or Other Pacific Islander	0	0
Total	270	226
Hispanic	30	16
Not Hispanic	240	210

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

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	CDBG	\$884,831.72	\$932,838.02
HOME	HOME	\$504,819.16	\$131,765.94
Tax Exempt Bond Proceeds	Tax Exempt Bond Proceeds	\$215,874.96	\$215,874.96

Table 3 - Resources Made Available

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 PY2018, the City’s \$686,071 CDBG and \$368,803 HOME allocations were matched with \$21,089,469 in other public and private funding. If one includes prior-year unexpended resources, PY2018 HOME and CDBG funding totaled \$1,462,428.50. Based on FY2018 HOME Match reduction table, per capita income and family poverty rate, the City of Ithaca received a 100% HOME match reduction for 2018.

Fiscal Year Summary FY2018 (10/1/17-9/30/18) – HOME Match	
1. Excess match from prior Federal fiscal year	\$1,303,912.10
2. Match contributed during current Federal fiscal year	\$215,874.96
3. Total match available for current Federal fiscal year (Line	\$1,519,787.06
4. Match liability for current Federal fiscal year	\$0.00
5. Excess match carried over to next Federal fiscal year	\$1,519,787.06

Table 5 – Fiscal Year Summary - HOME Match Report

NOTE: The table above is based on the Federal Fiscal Year (Oct. 1-Sept. 30), immediately preceding the end of the City’s Program Year (July 31st).

Match Contribution for Federal Fiscal Year FY2018 (10/1/17-9/30/18)								
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
330	2/5/18	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$30,839.28	\$30,839.28
331	2/5/18	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$30,839.28	\$30,839.28
332	2/5/18	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$30,839.28	\$30,839.28
333	2/5/18	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$30,839.28	\$30,839.28
334	2/5/18	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$30,839.28	\$30,839.28
335	2/5/18	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$30,839.28	\$30,839.28
336	2/5/18	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$30,839.28	\$30,839.28
TOTAL:								\$215,874.96

Table 6 – Match Contribution for the Federal Fiscal Year

* NOTE: Bond financing is implemented through the Neighborhood Housing Initiative (NHI) Program. NHI is a program of the City and Ithaca Urban Renewal Agency (IURA) to competitively award grants to not-for-profit housing developers undertaking projects to create quality, affordable, owner-occupied housing to be occupied by households earning no more than 80% of Area Median Income (AMI), in order to expand affordable homeownership opportunities.

HOME Program Income – Enter the program income 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
\$19,348.00	\$28,796.66	\$43,478.60	\$29,860.44	\$2,448.76

Table 7 – Program Income

Publicly Owned Land/Property Used to Address Priority Needs

402 S. CAYUGA ST. PROJECT: Awarded \$150,000.00 in PY2018 HOME funds for construction of 4 new for-sale housing units, including 2 affordable units to households earning $\leq 80\%$ of AMI, this property was conveyed to Ithaca Neighborhood Housing Services (INHS) by the City.

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			
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 American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	
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		
Households Displaced	Total	Minority Property Enterprises				White Non-Hispanic
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	
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 jurisdiction's progress in providing affordable housing, including number and types of families served, number of extremely low-income, low-income, moderate-income, and middle-income persons served.

	One-Year Goal	Actual
Number of Homeless households to be provided affordable housing units	26	15
Number of Non-Homeless households to be provided affordable housing units	144	110
Number of Special-Needs households to be provided affordable housing units	18	16
Total	188	141

Table 11 – Number of Households

	One-Year Goal	Actual
Number of households supported through Rental Assistance	84	84
Number of households supported through The Production of New Units	42	0
Number of households supported through Rehab of Existing Units	56	53
Number of households supported through Acquisition of Existing Units	0	0
Total	182	137

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 PY2018 will not have generated some or all of their outcomes until PY2019. (Likewise, some PY2018 outcomes were produced using funds awarded in prior Program Years.)

Housing construction and rehabilitation projects can be 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. In PY2018, unanticipated delays were experienced with the following three projects:

402 S. CAYUGA ST. PROJECT: Awarded \$150,000.00 in HOME funds for construction of 4 new for-sale housing units, including 2 affordable units to households earning $\leq 80\%$ of AMI, the project was set back due to a delay in the conveyance of the property to Ithaca Neighborhood Housing Services (INHS).

CAYUGA FLATS PROJECT (previously titled “Scattered Site Phase 2” and “150 N. Albany St.”): Awarded \$100,000.00 in HOME funds for redevelopment of 29 existing rental units on 5 sites, including 14 set-aside units for homeless individuals, this complex project was delayed due to several unanticipated changes to its scope and schedule, primarily related to New York State’s funding and application timeline requirements.

NEIGHBOR TO NEIGHBOR HOME REHABILITATION PROJECT: Awarded \$40,000.00 in CDBG funds to provide critically needed home repairs to at least 4 homeowners with incomes below $\leq 60\%$ of AMI, project implementation was delayed due to the organization’s turn-over in leadership and its dependence on volunteers.

Discuss how these outcomes will impact future annual action plans.

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.

Number of Households Served	CDBG Actual	HOME Actual
Extremely Low-income	26	63
Low-income	15	18
Moderate-income	8	5
Total	49	86

Table 13 – Number of Households Served

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 PY2018, the City maintained its support for the Learning Web's long-standing Housing Scholarship Program with \$65,592 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 PY2018, the City awarded \$20,000.00 in CDBG funds to the Human Services Coalition (HSC) 2-1-1 Information and Referral program towards service calls to 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**

DOMESTIC VIOLENCE SHELTER RENOVATION PROJECT

In PY2018, the City awarded \$9,960.72 in CDBG funds to replace the aging roof as part of the Advocacy Center of Tompkins County's Domestic Violence Shelter Renovation project. The 9-bed shelter is the only domestic violence shelter in Tompkins County. In 2017, it provided 2,573 bed nights of emergency shelter for 107 adults and 44 children, a 41% increase from 2016. The vast majority of clients using the shelter are low-income or very low-income. 90% of victims who use the shelter are \leq 80% AMI. A significant percentage of shelter clients also have a disability (25-60%).

A PLACE TO STAY: SUPPORTIVE SERVICES PROGRAM

In PY2018, the City funded the last of the \$15,925.00 in PY2017 CDBG funds awarded 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 was 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 PY2018, the City continued to fund the long-established Security Deposit Assistance Program, operated by Catholic Charities of Tompkins and Tioga Counties, with \$48,250 in HOME funds to assist at least 77 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 PY2018, the City continued to fund 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. \$27,005.00 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.

CHARTWELL HOUSE

In PY2018, the City awarded \$200,000.00 in CDBG funds to Tompkins Community Action's (TCAAction) Chartwell House project, for completion of heating/air-conditioning system upgrade; and rehabilitation of bathrooms, kitchen, and other living spaces to improve safety/quality of permanent housing for homeless men with disabilities. Chartwell House residents must be homeless upon entry with an income of $\leq 30\%$ AMI, and priority is given to chronically homeless applicants. TCAAction collaborates with the Ithaca/Tompkins Continuum of Care's Coordinated Assessment System to fill all vacancies, thus serving the most vulnerable men in need of housing and ensuring chronically homeless individuals are housed as quickly as possible.

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.

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 2014-18 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.

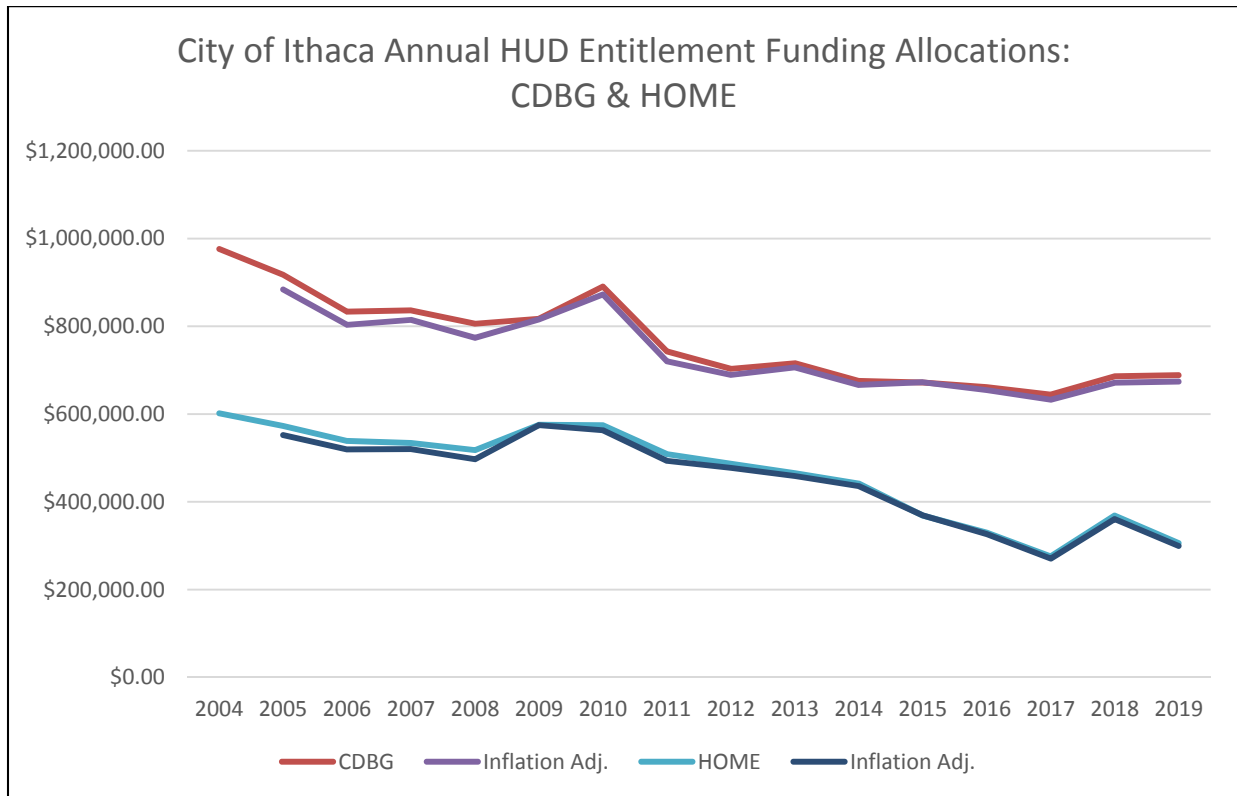
In PY2018, the IURA Community Development Planner assisted in the production of a Cornell Institute for Public Affairs report, *Source of Income Discrimination in Housing: Lessons from Other Communities for Tompkins County*, describing best practices of other municipal governments to assist Tompkins County in developing a source of income anti-discrimination law or other mechanisms to address barriers to housing for low-income renters.

In PY2018, the IURA Community Development Planner participated 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 PY2018, to address obstacles to meeting underserved affordable housing needs, the City funded: Mini-Repair Program; Security Deposit Assistance Program; Neighbor to Neighbor Home Rehabilitation Program; Chartwell House; 402 S. Cayuga Street; Cayuga Flats Project (originally “Scattered Site Phase 2”); Ramp Loan Program; Housing Scholarship Program; and Housing for School Success. The long-standing Mini-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. In PY2018, the previously delayed PY2017 Homeowner Rehab project was completed, resulting in the rehabilitation of 502 S. Albany St., 725 Hudson St., and 948 Cliff St. In addition, the City used \$9,309.08 in Program Income to fund a fourth Homeowner Rehab project at 103 Second St.

To address obstacles to meeting the need for increased economic opportunities for adults, in PY2018, 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 Volunteer Worker and 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.

In PY2018, the City funded the Downtown Ithaca Children's Center (DICC) Final Phase Compliance for Heating & Roofing project with \$29,300.00 in CDBG funding, for direct costs associated with completing upgrades to the heating/cooling system and a roof-replacement project. DICC provides childcare and education to 82 children, half of whom qualify for free/reduced lunch according to Federal guidelines. DICC has a long-standing mission to provide access to quality childcare and education for children who need it the most, particularly those living in poverty.

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 PY2018, the City continued to fund the 2-1-1 Information and Referral Service Program, using \$20,000.00 of 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 \$13,280.00 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.

City and IURA staff members participate in weekly economic development meetings that bring together City staff and 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.

The City's continued PY2018 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 PY2018, 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 PY2018, the City added 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 added "Promotion of Fair Housing" to its selection criteria listed in the application. The City added six new Priority Needs based on the Contributing Factors contained in its 2017 *Assessment of Fair Housing* to its 2019-23 Consolidated Plan.

In PY2018, 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. In September 2018, the City mailed a Language Assistance Plan (LAP) Survey to its PY2018 funding recipients to identify how each organization assists people with limited english proficiency, and what formal or informal practices they have adopted for serving people with limited english proficiency.

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 2014-18 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 October 14-29, 2019, following the publication of a legal notice in the local newspaper (*The Ithaca Journal*) on October 11, 2019. A hardcopy of the CAPER was also made available at both IURA offices (City Hall) and the Tompkins County Public Library, 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 in 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 2017 CAPER, the following HOME-assisted units were inspected in PY2016, and will be inspected again in PY2019.

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 a Affirmative Fair Housing Marketing Form, which it has started to employ for its housing projects. The form is designed 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 PY2018, the City employed employed \$9,309.08 in HOME Program Income funds received from Ithaca Neighborhood Housing Services (INHS) for the 103 Second St. Homeowner Rehab Project to provide substantial repairs (e.g., flooring, bathroom renovation, steps, painting) for a 6-person, two-parent, white household earning >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, 457 housing units have been created, using \$3,823,125 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 ≤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	838,607.75
02 ENTITLEMENT GRANT	686,071.00
03 SURPLUS URBAN RENEWAL	0.00
04 SECTION 108 GUARANTEED LOAN FUNDS	0.00
05 CURRENT YEAR PROGRAM INCOME	214,476.51
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	31,162.58
08 TOTAL AVAILABLE (SUM, LINES 01-07)	1,770,317.84

PART II: SUMMARY OF CDBG EXPENDITURES

09 DISBURSEMENTS OTHER THAN SECTION 108 REPAYMENTS AND PLANNING/ADMINISTRATION	819,779.87
10 ADJUSTMENT TO COMPUTE TOTAL AMOUNT SUBJECT TO LOW/MOD BENEFIT	4,153.32
11 AMOUNT SUBJECT TO LOW/MOD BENEFIT (LINE 09 + LINE 10)	823,933.19
12 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION	113,058.15
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)	936,991.34
16 UNEXPENDED BALANCE (LINE 08 - LINE 15)	833,326.50

PART III: LOWMOD BENEFIT THIS REPORTING PERIOD

17 EXPENDED FOR LOW/MOD HOUSING IN SPECIAL AREAS	0.00
18 EXPENDED FOR LOW/MOD MULTI-UNIT HOUSING	75,000.00
19 DISBURSED FOR OTHER LOW/MOD ACTIVITIES	744,779.87
20 ADJUSTMENT TO COMPUTE TOTAL LOW/MOD CREDIT	4,153.32
21 TOTAL LOW/MOD CREDIT (SUM, LINES 17-20)	823,933.19
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	262,192.91
28 PS UNLIQUIDATED OBLIGATIONS AT END OF CURRENT PROGRAM YEAR	54,505.00
29 PS UNLIQUIDATED OBLIGATIONS AT END OF PREVIOUS PROGRAM YEAR	45,218.66
30 ADJUSTMENT TO COMPUTE TOTAL PS OBLIGATIONS	(174,474.25)
31 TOTAL PS OBLIGATIONS (LINE 27 + LINE 28 - LINE 29 + LINE 30)	97,005.00
32 ENTITLEMENT GRANT	686,071.00
33 PRIOR YEAR PROGRAM INCOME	183,578.99
34 ADJUSTMENT TO COMPUTE TOTAL SUBJECT TO PS CAP	(59,211.08)
35 TOTAL SUBJECT TO PS CAP (SUM, LINES 32-34)	810,438.91
36 PERCENT FUNDS OBLIGATED FOR PS ACTIVITIES (LINE 31/LINE 35)	11.97%

PART V: PLANNING AND ADMINISTRATION (PA) CAP

37 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION	113,058.15
38 PA UNLIQUIDATED OBLIGATIONS AT END OF CURRENT PROGRAM YEAR	51,760.84
39 PA UNLIQUIDATED OBLIGATIONS AT END OF PREVIOUS PROGRAM YEAR	27,604.99
40 ADJUSTMENT TO COMPUTE TOTAL PA OBLIGATIONS	0.00
41 TOTAL PA OBLIGATIONS (LINE 37 + LINE 38 - LINE 39 +LINE 40)	137,214.00
42 ENTITLEMENT GRANT	686,071.00
43 CURRENT YEAR PROGRAM INCOME	214,476.51
44 ADJUSTMENT TO COMPUTE TOTAL SUBJECT TO PA CAP	31,162.58
45 TOTAL SUBJECT TO PA CAP (SUM, LINES 42-44)	931,710.09
46 PERCENT FUNDS OBLIGATED FOR PA ACTIVITIES (LINE 41/LINE 45)	14.73%



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

Report returned no data.

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

Plan Year	IDIS Project	IDIS Activity	Activity Name	Matrix Code	National Objective	Drawn Amount
2018	13	386	Chartwell House	14B	LMH	\$75,000.00
				14B	Matrix Code	\$75,000.00
Total						\$75,000.00

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

Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2016	5	343	6190028	Greater Ithaca Activities Center (GIAC) Wading Pool	03F	LMA	\$150,026.00
					03F	Matrix Code	\$150,026.00
2015	10	307	6259151	Spencer Road Sidewalks	03L	LMA	\$71,893.50
					03L	Matrix Code	\$71,893.50
2018	10	398	6226690	Final Phase Compliance for Heating & Roofing	03M	LMC	\$15,000.00
2018	10	398	6240199	Final Phase Compliance for Heating & Roofing	03M	LMC	\$14,300.00
					03M	Matrix Code	\$29,300.00
2017	9	376	6190028	A Place to Stay: Supportive Services	03T	LMC	\$3,981.00
2017	9	376	6202715	A Place to Stay: Supportive Services	03T	LMC	\$2,512.70
2017	9	376	6212215	A Place to Stay: Supportive Services	03T	LMC	\$3,981.25
2017	9	376	6214625	A Place to Stay: Supportive Services	03T	LMC	\$1,468.80
					03T	Matrix Code	\$11,943.75
2017	7	358	6259151	Chartwell House	03Z	LMC	\$14,305.00
2017	7	358	6288678	Chartwell House	03Z	LMC	\$7,695.00
2017	7	371	6249914	Urban Bus Stop Signage & Amenities Upgrade	03Z	LMA	\$6,773.00
2017	7	371	6254354	Urban Bus Stop Signage & Amenities Upgrade	03Z	LMA	\$4,334.00
2017	7	371	6259151	Urban Bus Stop Signage & Amenities Upgrade	03Z	LMA	\$1,494.00
2017	7	371	6264072	Urban Bus Stop Signage & Amenities Upgrade	03Z	LMA	\$3,384.00
2017	7	371	6268308	Urban Bus Stop Signage & Amenities Upgrade	03Z	LMA	\$943.91
2017	7	371	6282485	Urban Bus Stop Signage & Amenities Upgrade	03Z	LMA	\$3,894.33
					03Z	Matrix Code	\$42,823.24
2018	1	391	6226690	Ramp Loan Program	05B	LMC	\$17,010.44
2018	1	391	6254108	Ramp Loan Program	05B	LMC	\$2,260.00
					05B	Matrix Code	\$19,270.44
2017	6	366	6186334	Hospitality Employment Training Program (HETP)	05H	LMCSV	\$1,224.01
2017	6	366	6194764	Hospitality Employment Training Program (HETP)	05H	LMCSV	\$1,650.00
2017	6	366	6202715	Hospitality Employment Training Program (HETP)	05H	LMCSV	\$91.39
2017	6	366	6214625	Hospitality Employment Training Program (HETP)	05H	LMCSV	\$1,154.55
2017	6	369	6186334	Work Preserve Job Training: Job Placements	05H	LMCSV	\$3,353.74
2017	6	369	6190028	Work Preserve Job Training: Job Placements	05H	LMCSV	\$3,413.71
2017	6	369	6198749	Work Preserve Job Training: Job Placements	05H	LMCSV	\$3,188.82
2017	6	369	6202715	Work Preserve Job Training: Job Placements	05H	LMCSV	\$3,253.79
2017	6	369	6208814	Work Preserve Job Training: Job Placements	05H	LMCSV	\$3,228.80
2017	6	369	6212215	Work Preserve Job Training: Job Placements	05H	LMCSV	\$3,278.78
2017	6	369	6219765	Work Preserve Job Training: Job Placements	05H	LMCSV	\$9,423.11
2017	6	369	6222656	Work Preserve Job Training: Job Placements	05H	LMCSV	\$4,755.20
2017	6	369	6236474	Work Preserve Job Training: Job Placements	05H	LMCSV	\$9,145.38
2017	6	369	6244954	Work Preserve Job Training: Job Placements	05H	LMCSV	\$7,110.21
2017	6	369	6268308	Work Preserve Job Training: Job Placements	05H	LMCSV	\$1,546.57
2018	9	393	6236474	Hospitality Employment Training Program (HETP)	05H	LMCSV	\$40,982.23
2018	9	393	6254354	Hospitality Employment Training Program (HETP)	05H	LMCSV	\$2,000.00
2018	9	393	6259151	Hospitality Employment Training Program (HETP)	05H	LMCSV	\$21,331.22



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Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2018	9	393	6273005	Hospitality Employment Training Program (HETP)	05H	LMCSV	\$560.14
2018	9	395	6288683	Volunteer Worker & Job Skills Training	05H	LMCSV	\$12,206.92
2018	9	396	6273005	Work Preserve Job Training: Job Placements	05H	LMCSV	\$5,623.51
2018	9	396	6277230	Work Preserve Job Training: Job Placements	05H	LMCSV	\$9,575.24
2018	9	396	6282485	Work Preserve Job Training: Job Placements	05H	LMCSV	\$3,236.72
2018	9	396	6286564	Work Preserve Job Training: Job Placements	05H	LMCSV	\$3,129.77
2018	9	396	6288685	Work Preserve Job Training: Job Placements	05H	LMCSV	\$740.00
					05H	Matrix Code	\$155,203.81
2017	8	373	6182137	Immigrant Services Program (ISP)	05Z	LMC	\$2,500.00
2017	8	373	6186334	Immigrant Services Program (ISP)	05Z	LMC	\$2,500.00
2017	8	373	6202715	Immigrant Services Program (ISP)	05Z	LMC	\$5,000.00
2017	8	374	6186334	Work Preserve Job Training: Job Readiness	05Z	LMCSV	\$6,607.54
2017	8	374	6198749	Work Preserve Job Training: Job Readiness	05Z	LMCSV	\$3,203.81
2017	8	374	6214625	Work Preserve Job Training: Job Readiness	05Z	LMCSV	\$3,208.81
2017	8	374	6226690	Work Preserve Job Training: Job Readiness	05Z	LMCSV	\$4,536.25
2017	8	374	6254354	Work Preserve Job Training: Job Readiness	05Z	LMCSV	\$2,443.59
2017	9	377	6202715	Housing for School Success	05Z	LMC	\$3,013.37
2017	9	377	6222656	Housing for School Success	05Z	LMC	\$261.54
2018	11	400	6214625	Immigrant Services Program (ISP)	05Z	LMC	\$2,500.00
2018	11	400	6219765	Immigrant Services Program (ISP)	05Z	LMC	\$2,500.00
2018	11	400	6231054	Immigrant Services Program (ISP)	05Z	LMC	\$2,500.00
2018	11	400	6240199	Immigrant Services Program (ISP)	05Z	LMC	\$2,500.00
2018	11	400	6249914	Immigrant Services Program (ISP)	05Z	LMC	\$2,500.00
2018	11	400	6259151	Immigrant Services Program (ISP)	05Z	LMC	\$2,500.00
2018	11	400	6268308	Immigrant Services Program (ISP)	05Z	LMC	\$2,500.00
2018	11	400	6282485	Immigrant Services Program (ISP)	05Z	LMC	\$2,500.00
2018	11	400	6286564	Immigrant Services Program (ISP)	05Z	LMC	\$2,500.00
2018	11	402	6212215	2-1-1 Information & Referral Service	05Z	LMC	\$8,483.60
2018	11	402	6226690	2-1-1 Information & Referral Service	05Z	LMC	\$11,516.40
					05Z	Matrix Code	\$75,774.91
2017	3	381	6211953	CD-RLF #44: Tompkins Community Action Relocation	08	LMJ	\$12,748.00
2017	3	381	6221361	CD-RLF #44: Tompkins Community Action Relocation	08	LMJ	\$11,582.00
2017	3	381	6254110	CD-RLF #44: Tompkins Community Action Relocation	08	LMJ	\$15,887.00
					08	Matrix Code	\$40,217.00
2017	4	361	6182137	Mini-Repair (INHS)	14A	LMH	\$3,691.44
2017	4	361	6194764	Mini-Repair (INHS)	14A	LMH	\$4,921.92
2017	4	361	6202715	Mini-Repair (INHS)	14A	LMH	\$3,691.44
2017	4	361	6219765	Mini-Repair (INHS)	14A	LMH	\$3,691.44
2017	4	361	6226690	Mini-Repair (INHS)	14A	LMH	\$2,409.56
2017	4	362	6231054	Homeowner Rehab #1 (INHS): 502 S. Albany St.	14A	LMH	\$5,614.00
2017	4	362	6264072	Homeowner Rehab #1 (INHS): 502 S. Albany St.	14A	LMH	\$22,306.67
2017	4	362	6273005	Homeowner Rehab #1 (INHS): 502 S. Albany St.	14A	LMH	\$413.98
2017	4	363	6231054	Homeowner Rehab #2 (INHS): 725 Hudson St.	14A	LMH	\$29,166.50
2017	4	363	6264072	Homeowner Rehab #2 (INHS): 725 Hudson St.	14A	LMH	\$250.00
2017	4	363	6273005	Homeowner Rehab #2 (INHS): 725 Hudson St.	14A	LMH	\$12,074.75
2017	4	364	6231054	Homeowner Rehab #3 (INHS): 948 Cliff St.	14A	LMH	\$775.00
2017	4	364	6264072	Homeowner Rehab #3 (INHS): 948 Cliff St.	14A	LMH	\$4,149.10
2017	4	364	6273005	Homeowner Rehab #3 (INHS): 948 Cliff St.	14A	LMH	\$250.00
2018	8	392	6240199	Mini-Repair Program	14A	LMH	\$6,228.00
2018	8	392	6277230	Mini-Repair Program	14A	LMH	\$10,771.20
2018	8	392	6286564	Mini-Repair Program	14A	LMH	\$2,730.20
					14A	Matrix Code	\$113,135.20
2007	21	66	6207184	IURA RLF ADMIN & DELIVERY	18B	LMJ	\$2,310.77
2007	21	66	6221363	IURA RLF ADMIN & DELIVERY	18B	LMJ	\$7,234.16
2007	21	66	6254105	IURA RLF ADMIN & DELIVERY	18B	LMJ	\$5,345.99
2007	21	66	6288712	IURA RLF ADMIN & DELIVERY	18B	LMJ	\$3,034.30



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					18B	Matrix Code	\$17,925.22
2017	3	370	6198749	Food Entrepreneurship Program	18C	LMCMC	\$7,281.68
2017	3	370	6222656	Food Entrepreneurship Program	18C	LMCMC	\$9,985.12
					18C	Matrix Code	\$17,266.80
Total							\$744,779.87

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

Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2017	9	376	6190028	A Place to Stay: Supportive Services	03T	LMC	\$3,981.00
2017	9	376	6202715	A Place to Stay: Supportive Services	03T	LMC	\$2,512.70
2017	9	376	6212215	A Place to Stay: Supportive Services	03T	LMC	\$3,981.25
2017	9	376	6214625	A Place to Stay: Supportive Services	03T	LMC	\$1,468.80
					03T	Matrix Code	\$11,943.75
2018	1	391	6226690	Ramp Loan Program	05B	LMC	\$17,010.44
2018	1	391	6254108	Ramp Loan Program	05B	LMC	\$2,260.00
					05B	Matrix Code	\$19,270.44
2017	6	366	6186334	Hospitality Employment Training Program (HETP)	05H	LMCSV	\$1,224.01
2017	6	366	6194764	Hospitality Employment Training Program (HETP)	05H	LMCSV	\$1,650.00
2017	6	366	6202715	Hospitality Employment Training Program (HETP)	05H	LMCSV	\$91.39
2017	6	366	6214625	Hospitality Employment Training Program (HETP)	05H	LMCSV	\$1,154.55
2017	6	369	6186334	Work Preserve Job Training: Job Placements	05H	LMCSV	\$3,353.74
2017	6	369	6190028	Work Preserve Job Training: Job Placements	05H	LMCSV	\$3,413.71
2017	6	369	6198749	Work Preserve Job Training: Job Placements	05H	LMCSV	\$3,188.82
2017	6	369	6202715	Work Preserve Job Training: Job Placements	05H	LMCSV	\$3,253.79
2017	6	369	6208814	Work Preserve Job Training: Job Placements	05H	LMCSV	\$3,228.80
2017	6	369	6212215	Work Preserve Job Training: Job Placements	05H	LMCSV	\$3,278.78
2017	6	369	6219765	Work Preserve Job Training: Job Placements	05H	LMCSV	\$9,423.11
2017	6	369	6222656	Work Preserve Job Training: Job Placements	05H	LMCSV	\$4,755.20
2017	6	369	6236474	Work Preserve Job Training: Job Placements	05H	LMCSV	\$9,145.38
2017	6	369	6244954	Work Preserve Job Training: Job Placements	05H	LMCSV	\$7,110.21
2017	6	369	6268308	Work Preserve Job Training: Job Placements	05H	LMCSV	\$1,546.57
2018	9	393	6236474	Hospitality Employment Training Program (HETP)	05H	LMCSV	\$40,982.23
2018	9	393	6254354	Hospitality Employment Training Program (HETP)	05H	LMCSV	\$2,000.00
2018	9	393	6259151	Hospitality Employment Training Program (HETP)	05H	LMCSV	\$21,331.22
2018	9	393	6273005	Hospitality Employment Training Program (HETP)	05H	LMCSV	\$560.14
2018	9	395	6288683	Volunteer Worker & Job Skills Training	05H	LMCSV	\$12,206.92
2018	9	396	6273005	Work Preserve Job Training: Job Placements	05H	LMCSV	\$5,623.51
2018	9	396	6277230	Work Preserve Job Training: Job Placements	05H	LMCSV	\$9,575.24
2018	9	396	6282485	Work Preserve Job Training: Job Placements	05H	LMCSV	\$3,236.72
2018	9	396	6286564	Work Preserve Job Training: Job Placements	05H	LMCSV	\$3,129.77
2018	9	396	6288685	Work Preserve Job Training: Job Placements	05H	LMCSV	\$740.00
					05H	Matrix Code	\$155,203.81
2017	8	373	6182137	Immigrant Services Program (ISP)	05Z	LMC	\$2,500.00
2017	8	373	6186334	Immigrant Services Program (ISP)	05Z	LMC	\$2,500.00
2017	8	373	6202715	Immigrant Services Program (ISP)	05Z	LMC	\$5,000.00
2017	8	374	6186334	Work Preserve Job Training: Job Readiness	05Z	LMCSV	\$6,607.54
2017	8	374	6198749	Work Preserve Job Training: Job Readiness	05Z	LMCSV	\$3,203.81
2017	8	374	6214625	Work Preserve Job Training: Job Readiness	05Z	LMCSV	\$3,208.81
2017	8	374	6226690	Work Preserve Job Training: Job Readiness	05Z	LMCSV	\$4,536.25
2017	8	374	6254354	Work Preserve Job Training: Job Readiness	05Z	LMCSV	\$2,443.59
2017	9	377	6202715	Housing for School Success	05Z	LMC	\$3,013.37
2017	9	377	6222656	Housing for School Success	05Z	LMC	\$261.54
2018	11	400	6214625	Immigrant Services Program (ISP)	05Z	LMC	\$2,500.00
2018	11	400	6219765	Immigrant Services Program (ISP)	05Z	LMC	\$2,500.00



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Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount	
2018	11	400	6231054	Immigrant Services Program (ISP)	05Z	LMC	\$2,500.00	
2018	11	400	6240199	Immigrant Services Program (ISP)	05Z	LMC	\$2,500.00	
2018	11	400	6249914	Immigrant Services Program (ISP)	05Z	LMC	\$2,500.00	
2018	11	400	6259151	Immigrant Services Program (ISP)	05Z	LMC	\$2,500.00	
2018	11	400	6268308	Immigrant Services Program (ISP)	05Z	LMC	\$2,500.00	
2018	11	400	6282485	Immigrant Services Program (ISP)	05Z	LMC	\$2,500.00	
2018	11	400	6286564	Immigrant Services Program (ISP)	05Z	LMC	\$2,500.00	
2018	11	402	6212215	2-1-1 Information & Referral Service	05Z	LMC	\$8,483.60	
2018	11	402	6226690	2-1-1 Information & Referral Service	05Z	LMC	\$11,516.40	
						05Z	Matrix Code	\$75,774.91
Total								\$262,192.91

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	
2017	11	378	6182137	CDBG Administration	21A		\$8,885.71	
2017	11	378	6186334	CDBG Administration	21A		\$6,710.38	
2017	11	378	6190028	CDBG Administration	21A		\$4,055.55	
2017	11	378	6194764	CDBG Administration	21A		\$5,113.80	
2017	11	378	6198749	CDBG Administration	21A		\$1,374.83	
2017	11	378	6202715	CDBG Administration	21A		\$1,439.61	
2017	11	378	6212215	CDBG Administration	21A		\$25.11	
2018	5	405	6222656	CDBG Administration	21A		\$4,231.24	
2018	5	405	6226690	CDBG Administration	21A		\$4,782.05	
2018	5	405	6231054	CDBG Administration	21A		\$6,770.05	
2018	5	405	6236474	CDBG Administration	21A		\$5,447.59	
2018	5	405	6240199	CDBG Administration	21A		\$6,347.98	
2018	5	405	6244954	CDBG Administration	21A		\$4,782.71	
2018	5	405	6249914	CDBG Administration	21A		\$9,934.52	
2018	5	405	6254354	CDBG Administration	21A		\$4,941.85	
2018	5	405	6259151	CDBG Administration	21A		\$6,181.71	
2018	5	405	6264072	CDBG Administration	21A		\$4,814.86	
2018	5	405	6268308	CDBG Administration	21A		\$6,902.51	
2018	5	405	6273005	CDBG Administration	21A		\$4,611.06	
2018	5	405	6277230	CDBG Administration	21A		\$7,723.75	
2018	5	405	6282485	CDBG Administration	21A		\$3,739.05	
2018	5	405	6286564	CDBG Administration	21A		\$4,242.23	
						21A	Matrix Code	\$113,058.15
Total								\$113,058.15

Ithaca Urban Renewal Agency/City of Ithaca, NY

Explanation of Adjustments to 2018 Program Year PR-26, CDBG Financial Summary Report

Line 7 & 44 – A timing issue

-Line 5 (Current Year Program Income) listed as \$214,476.51. This represents IDIS entries for the following time frame, 8/18-12/18, 1/19-6/19 and July 2019, which were inputted in IDIS for the 2018 program year. The actual program income was \$245,639.09 for the period 8/18 – 7/19. As a result, \$31,162.58 was included on Line 7 to adjust Current Year Program to \$245,639.09.

Line 10 – A timing issue

-Line 11 was \$819,779.87 but should be \$823,933.19.

The \$823,933.19 includes:

CDBG Disbursements 8/18 – 7/19 \$738,735.73

RL Program Income Disbursements 8/18 – 7/19 \$40,096.65

Loans Disbursed 8/18 – 7/19 \$27,469.00

CD-RLF Admin 8/18 – 7/19 \$17,631.81

The \$819,779.87 needed to be adjusted by \$4,153.32, which is made up of:

-Payment to Finger Lakes ReUse, Inc. for \$17,194.73 was disbursed in the Current Program Year (July 2019) but not reported in IDIS until after the Current Program Year ended; therefore is not included when it should be (Timing Issue).

-Current Program Year (July 2019) CD-RLF Administration Expenses #66 in the amount of \$965.20 were not reported in IDIS until after the Current Program Year ended; therefore they are not included when they should (Timing Issue).

- The Tompkins Community Action Relocation Loan for \$12,748.00 was disbursed in the Prior Program Year (July 2018) but reported in IDIS in the Current Program Year; therefore it is included when it should not be (Timing Issue).

-Prior Program Year (July 2018) CD-RLF Administration Expenses #66 in the amount of \$1,258.61 were reported in Current Program Year and are included when they should not be (Timing Issue).

Line 18 & 20 – Timing and Coding issues

Line 21 was \$744,779.87 but should be \$823,933.19.

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

- Disbursement to Tompkins Community Action, Inc. for #2/2018 Entitlement Project Chartwell House in the amount of \$75,000.00 was not included in Line 18 and should have been.

Line 30

-Line 27 was \$262,192.91 but should be \$87,718.66. The adjustment of (\$174,474.25) represents amounts included in Line 27 for the following activities:

Deletion of HUD #391 – not a PS activities (\$19,270.44) Special Activity by CBDO

Deletion of HUD #393 – not a PS activities (\$64,873.59) Special Activity by CBDO

Deletion of HUD #366 – not a PS activities (\$4,119.95) Special Activity by CBDO

Deletion of HUD #369– not a PS activities (\$51,698.11) Special Activity by CBDO

Deletion of HUD #395– not a PS activities (\$12,206.92) Special Activity by CBDO

Deletion of HUD #396– not a PS activities (\$22,305.24) Special Activity by CBDO

Line 34 – A timing issue

-Same adjustment of (\$59,211.08) is needed as Line 44 of the 2017 CAPER. 2017 Program Income was listed as \$183,578.99 but was actually \$124,367.91. This is a timing issue since the \$183,578.99 included 7/17 – 9/17 income of \$59,386.50 (not part of 2017 Income) and did not include 7/18 income of \$175.42 (should be 2017 Income).