

Program Year 2018 Consolidated Annual Performance & Evaluation Report (CAPER) for period 6/1/18 – 5/31/19

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Community Development Block Grant & HOME Investment Partnership Programs



The Honorable Dennis Tyler, Mayor

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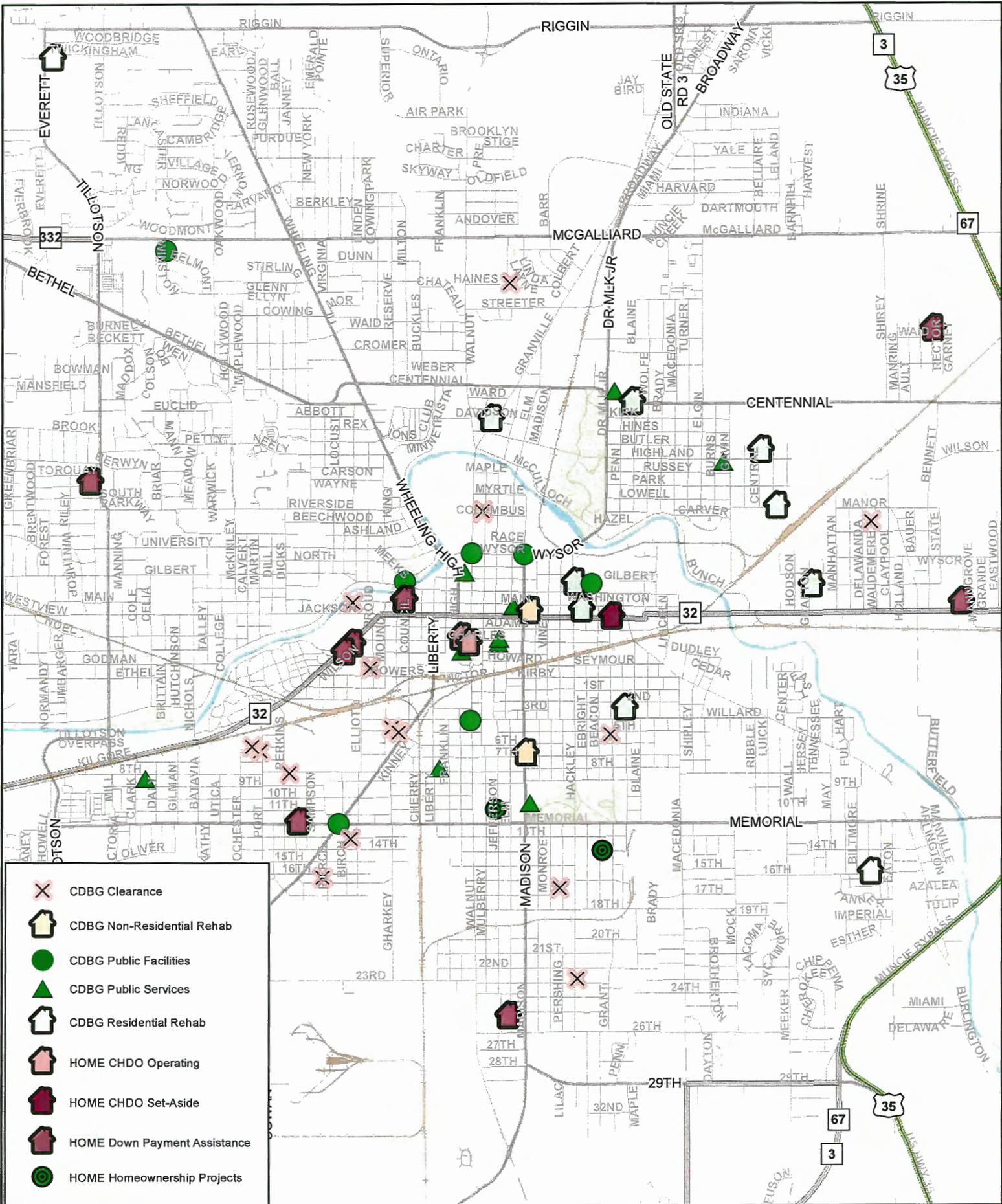
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FY2018 CAPER CDBG Projects



Map Published: 8/8/2019



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.

The Consolidated Annual Performance and Evaluation Report (CAPER) describes activities undertaken during the Program Year 2018 (PY2018) period of June 1, 2018 through May 31, 2019, utilizing Community Development Block Grant (CDBG) and Home Investment Partnerships Program (HOME) funds from the U.S. Department of Housing and Urban Development (HUD). As required by HUD regulations, most of the activities benefited low- to moderate-income (low/mod) residents of the city, some via direct assistance to low- to moderate-income persons and some via projects in areas with high concentrations of low/mod persons. Other activities removed slum and blight.

Major highlights utilizing CDBG funds in PY 2018 included the following:

- Twelve (12) homeowners were assisted through the Holistic NIP Program by subrecipient PathStone (using PY 2016 funds)
- Replaced gymnasium floor at East Washington Academy
- Provided Street and Sidewalk Improvements in low- to moderate-income neighborhoods throughout the city
- Funded neighborhood signage in partnership with Muncie Action Plan and boarded blighted homes in partnership with Muncie Delaware Clean & Beautiful
- Seventeen (17) houses were demolished with Clearance & Blight funds (expending PY2016 funds)
- Back to School Teachers Store and MadJax received HVAC upgrades
- Thirteen (13) subrecipients received Public Service allocations (A Better Way, AIM (Boys & Girls Clubs and Roy C. Buley Center), Bridges Community Services, Christian Ministries, Motivate Our Minds, Muncie-Delaware Senior Center, PathStone, TeenWorks, Unity Community Center, Urban Light Community Garden, Victim Advocates, Whitely Community Council and YWCA)

Major highlights utilizing HOME funds in PY 2018 included the following:

- Completion of new construction utilizing the work of students at the Muncie Area Career Center in partnership with Community

Development Housing Organization (CHDO) Muncie Home Ownership & Revitalization (formerly Muncie Homeownership & Development Center) at 1200 E. Jackson Street

- One (1) Sustainable Housing Rehabilitation project done by ecoREHAB at 1801 S. Jefferson (using PY 2016 funds)
- One (1) Housing Rehabilitation projects done by Habitat for Humanity (Beacon Street) and on New Build done by Habitat for Humanity (Jefferson Street)
- Five (5) income eligible first-time homebuyers supported through Down-Payment Assistance

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.

Goal	Category	Source / Amount	Indicator	Unit of Measure	Expected – Strategic Plan	Actual – Strategic Plan	Percent Complete	Expected – Program Year	Actual – Program Year	Percent Complete
CDBG Program Administration	Administration	CDBG: \$	Other	Other	4	0	0.00%	5	0	0.00%
CHDO Administration	CHDO Admin	HOME: \$	Homeowner Housing Rehabilitated	Household Housing Unit	0	0		2	0	0.00%
CHDO Administration	CHDO Admin	HOME: \$	Other	Other	4	0	0.00%			
CHDO Set-Aside	Affordable Housing	CDBG: \$195000 / HOME: \$	Rental units constructed	Household Housing Unit	0	1		0	1	

CHDO Set-Aside	Affordable Housing	CDBG: \$195000 / HOME: \$	Rental units rehabilitated	Household Housing Unit	0	2		0	2	
CHDO Set-Aside	Affordable Housing	CDBG: \$195000 / HOME: \$	Homeowner Housing Added	Household Housing Unit	0	0		1	0	0.00%
CHDO Set-Aside	Affordable Housing	CDBG: \$195000 / HOME: \$	Homeowner Housing Rehabilitated	Household Housing Unit	0	0		1	0	0.00%
CHDO Set-Aside	Affordable Housing	CDBG: \$195000 / HOME: \$	Other	Other	5	0	0.00%			
Childcare Centers	Childcare Centers	CDBG: \$	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	150	0	0.00%			
Clearance Program	Clearance and Blight	CDBG: \$	Buildings Demolished	Buildings	50	0	0.00%	15	0	0.00%
Clearance Program	Clearance and Blight	CDBG: \$	Housing Code Enforcement/Foreclosed Property Care	Household Housing Unit	0	0		40	0	0.00%
Down Payment Assistance	Affordable Housing	HOME: \$	Homeowner Housing Added	Household Housing Unit	0	1		0	1	

Down Payment Assistance	Affordable Housing	HOME: \$	Direct Financial Assistance to Homebuyers	Households Assisted	40	0	0.00%	5	0	0.00%
HOME Program Administration	HOME Admin	CDBG: \$54219 / HOME: \$	Other	Other	0	0		1	0	0.00%
Housing Rehabilitation	Affordable Housing	CDBG: \$ / HOME: \$60000	Homeowner Housing Added	Household Housing Unit	0	1		2	1	50.00%
Housing Rehabilitation	Affordable Housing	CDBG: \$ / HOME: \$60000	Homeowner Housing Rehabilitated	Household Housing Unit	80	0	0.00%	13	0	0.00%
Infrastructure	Non-Housing Community Development	CDBG: \$	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	5000	0	0.00%	1000	0	0.00%
Non-Residential Rehabilitation	Homeless	CDBG: \$	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	0	0		4600	0	0.00%
Non-Residential Rehabilitation	Homeless	CDBG: \$	Homelessness Prevention	Persons Assisted	500	0	0.00%			

Public Facilities	Non-Housing Community Development	CDBG: \$	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	2500	0	0.00%	600	0	0.00%
Public Service Agencies	Non-Housing Community Development	CDBG: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	40000	78480	196.20%	30000	78480	261.60%
Public Service Agencies	Non-Housing Community Development	CDBG: \$	Homeless Person Overnight Shelter	Persons Assisted	0	0		0	0	
Public Service Agencies	Non-Housing Community Development	CDBG: \$	Overnight/Emergency Shelter/Transitional Housing Beds added	Beds	0	0		0	0	
Rental Development Program	Affordable Housing	HOME: \$	Rental units rehabilitated	Household Housing Unit	1	0	0.00%			

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.

The PY 2018 Annual Action Plan identified the following priority needs that provided the programming focus of the past year which include:

1. Maintaining, improving and expanding the quality of existing affordable housing
2. Addressing homelessness issues
3. Improving public facilities serving low- to moderate-income (LMI) neighborhoods

4. Improving streets and sidewalks (Infrastructure) in LMI areas
5. Providing Muncie's special needs and low-income residents with services to improve their self-sufficiency
6. Removing slum and blight in residential neighborhoods

Funds were distributed to address these priorities and specific objectives as stated at the beginning of this section.

Clearance and Demolition: The demolition was somewhat slowed in PY 2018 because the CD Department had some turn over in staff. The City completed seventeen (17) demolitions in PY 2018, expending PY 2017 funds. The process for demolitions utilizing PY2018 funds will be completed in Fall 2018.

Public Facilities Improvements: The gymnasium floor was replaced at East Washington Academy. Street and Sidewalk Improvements were done in low- to moderate-income neighborhoods throughout the city. Neighborhood signage was funded in partnership with Muncie Action Plan and boarded blighted homes in partnership with Muncie Delaware Clean & Beautiful. Seventeen (17) houses were demolished with Clearance & Blight funds (expending PY2016 funds). Back to School Teachers Store and MadJax received HVAC upgrades.

Public Services: As shown in the Tables, most of the thirteen (13) subrecipients exceeded goals, some served fewer due to reduction in revenue. The number of subrecipients has been consistent with previous years because of the increased need for and the increased existence of quality services for Muncie residents. Subrecipients include: A Better Way, AIM (Boys & Girls Clubs and Roy C. Buley Center), Bridges Community Services, Christian Ministries, Motivate Our Minds, Muncie-Delaware Senior Center, PathStone, TeenWorks, Unity Community Center, Urban Light, Victim Advocates, Whitely Community Council and YWCA.

Rehab: Single-unit Residential: CDBG-funded affordable housing activities included twelve (12) emergency minor home repairs coordinated by PathStone with ecoREHAB, Habitat for Humanity and HomeSavers as partners.

According the 2010 U.S. Census, the City of Muncie has 51.5% people living at a low- to moderate-income. While this is not something to celebrate, it allows the City to focus HUD dollars throughout its community to enhance the quality of life and quality of place for its residents. By focusing on citywide efforts, the city will better reach its primary objectives of providing decent housing and an suitable living environment, and

general outcomes of availability/accessibility, affordability and sustainability.

In PY 2018, the CD Director and Planners attended meetings of the Homeless Prevention Network (HPN), regularly reassessing needs of the chronically homeless, special needs populations, and re-entering offenders, identifying housing and service delivery priorities and gaps, and determining the appropriate type and level of CDBG and HOME funds that could be leveraged with other funds to expand existing programs as needed to meet increased demand. In addition, the CD Director serves as a member of the Muncie Funders Forum, which includes business and civic leaders from private, public and federally-funded institutions. In these quarterly meetings, community needs are addressed, which include providing support for low- to moderate-income individuals/families and the homeless.

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	3,466	14
Black or African American	1,097	6
Asian	12	0
American Indian or American Native	15	0
Native Hawaiian or Other Pacific Islander	1	0
Total	4,591	20
Hispanic	50	0
Not Hispanic	4,541	20

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

Narrative

Muncie's population during the 2000 Census was 67,430 persons. The City has seen a slight increase in its population, noting 70,085 persons during the 2010 Census. Much of this increase is the result of annexation of additional areas during the decade. Muncie is the largest city in Delaware County. Although predominantly white, the City is becoming increasingly diverse. The minority population makes up approximately 16% of the total population of Muncie. African Americans comprise of nearly 13% of the City's makeup, while those with Hispanic or Latino heritage comprise of only 2.3% of the total population. While, according to the 2010 Census, Muncie's Asian and Pacific Islander population is small, Ball State University attracts nearly 4,000 ethnic minority students encompassing 11% of the student population. In addition, international business owners, medical professionals, and educators also make up the fabric of the community that is affectionately called "Middletown."

Within the City of Muncie, at least 51.5% live with a low- to moderate-income. Thus, Muncie does not show a disproportionately greater housing need for any particular segment of the population - these housing problems affect all races and ethnicities within these income categories.

The need for affordable, quality housing is the most prevalent problem affecting low- to moderate-income households in Muncie. In reference to ethnic minorities, Black/African American households are greatly impacted by housing and public service burdens. Affordable housing issues affect owner and renter LMI households.

Whitely and Industry Neighborhoods (Census Tracts 3 and 12) are where there is a "concentration" or predominance of ethnic minorities (eg., predominantly African American communities). According to

the 2010 Census, minorities comprised 15.8% of the Muncie population. The Whitely community (Census Tract 12) has a 38.7% minority population.

Industry neighborhood is home to Muncie Public Housing Authority's Millennium Place and Howard Square housing developments. Whitely neighborhood is home to Centennial Place and an affordable housing development called Daley Apartments. The Industry neighborhood lost 14.6 percent of its population between 2000 and 2010, and 45% of building permits in the past three years have been issued for demolitions.

CR-15 - Resources and Investments 91.520(a)

Identify the resources made available

Source of Funds	Source	Resources Made Available	Amount Expended During Program Year
CDBG	public - federal	1,249,907	884,233
HOME	public - federal	542,195	382,017

Table 3 - Resources Made Available

Narrative

Identify the geographic distribution and location of investments

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description
City Wide	100		100 percent of funds were dispersed within the City limits.
Gilbert/McKinley Neighborhoods			

Table 4 – Identify the geographic distribution and location of investments

Narrative

All funds were dispersed within City limits.

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.

The current process for applying for CDBG funds does not use a rating system that rewards potential subgrantees for the amount of funds anticipated from other sources. However, most subrecipient agencies must have other funding sources in order to administer their programs, given the limited funds provided by CDBG grants.

The City of Muncie received a 100% HOME match reduction for 2018.

For rehabilitation of existing units, non-profits and Community Housing and Development Organizations (CHDO) must contribute at least 25% of the total cost, and for-profit entities must contribute at least 50% of the total cost. For new construction projects, all entities must contribute at least 50% of the total project cost. However, on a case-by-case basis, guidelines may be waived or amended as needed to allow for increased cost of historic renovations and difficulty in obtaining private financing.

Non-profit organizations administering CDBG public service activities often have other programs that are funded by a variety of sources. In order to provide a fair picture of leveraging for CDBG activities, the table below reports only the funds from other sources that are in support of the CDBG-funded activities, rather than the organizations' entire budgets for all programs they administer.

In PY2018, there was no publicly owned land or property located within Muncie used to address the needs identified in this year's Action Plan.

Fiscal Year Summary – HOME Match	
1. Excess match from prior Federal fiscal year	0
2. Match contributed during current Federal fiscal year	0
3. Total match available for current Federal fiscal year (Line 1 plus Line 2)	0
4. Match liability for current Federal fiscal year	0
5. Excess match carried over to next Federal fiscal year (Line 3 minus Line 4)	0

Table 5 – Fiscal Year Summary - HOME Match Report

Match Contribution for the Federal Fiscal Year								
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

Table 6 – Match Contribution for the Federal Fiscal Year

HOME MBE/WBE report

Program Income – Enter the program amounts for the reporting period				
Balance on hand at beginning of reporting period \$	Amount received during reporting period \$	Total amount expended during reporting period \$	Amount expended for TBRA \$	Balance on hand at end of reporting period \$
0	0	0	0	0

Table 7 – Program Income

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

	Total	Minority Business Enterprises				White Non-Hispanic
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	
Contracts						
Dollar Amount	0	0	0	0	0	0
Number	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						
Dollar Amount	0	0	0			
Number	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 the jurisdiction's progress in providing affordable housing, including the number and types of families served, the number of extremely low-income, low-income, moderate-income, and middle-income persons served.

	One-Year Goal	Actual
Number of Homeless households to be provided affordable housing units	0	0
Number of Non-Homeless households to be provided affordable housing units	22	21
Number of Special-Needs households to be provided affordable housing units	0	0
Total	22	21

Table 11 – Number of Households

	One-Year Goal	Actual
Number of households supported through Rental Assistance	0	0
Number of households supported through The Production of New Units	2	2
Number of households supported through Rehab of Existing Units	15	14
Number of households supported through Acquisition of Existing Units	5	5
Total	22	21

Table 12 – Number of Households Supported

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

In PY2018 there were TWENTY ONE (21) actual non-homeless households that were provided affordable housing units.

FIVE (5) non-homeless households were served through the HOME Down-Payment Assistance program in PY2017:

1. 1013 W. Kilgore
2. 1004 N. Alden
3. 2012 N. New York
4. 1908 Milton
5. 101 S. Mangrove

TWO (2) non-homeless households were served through Rehabilitation of the existing unit at 1801 S. Jefferson Street and ___ Beacon Street through the HOME Homebuyer program.

TWO (2) non-homeless households were served through the construction of new HOME units in PY2018:

1. ___ Jefferson Street
2. 1200 E. Jackson Street

In PY2018 there were TWELVE (12) non-homeless households served through the rehabilitation of existing units through the CDBG Holistic Rehab Program.

The City of Muncie, Office of Community Development continues to work closely with CHDOs, subrecipients, and potential subrecipients by providing technical assistance to keep projects moving forward wherever possible. The difference between the goals and outcomes is due to the types of projects proposed during the application period for the project year, and the responses received to any requests for proposals. However, each of the projects undertaken in a given project year are consistent with the priorities and needs outlined in the Consolidated plan.

Discuss how these outcomes will impact future annual action plans.

The City of Muncie will continue to focus more on using existing HOME Investment Partnership funds to provide affordable housing and rehabilitation of existing units. PY2018 HOME funds were used for five (5) down payment assistance contracts through PathStone and Muncie Home Ownership & Revitalization.

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	0	0
Low-income	0	0
Moderate-income	0	0
Total	0	0

Table 13 – Number of Households Served

Narrative Information

According to the community's Muncie Action Plan (MAP) Conditions and Trends component, "...many of the small cities near Indianapolis, including Muncie, are also among the more affordable housing markets in the United States." Wells Fargo listed Muncie as the #1 most affordable metropolitan housing market ('metro') in 2002. Muncie's overall affordability has remained relatively constant over time, with a 'housing opportunity' score holding steady around 89. In 2007, the city was rated by Coldwell Banker as 'most affordable college town' in America.

Given the region's relative affordability in a national context, it is somewhat ironic that there is likely a need for affordable housing in Muncie. Affordability is a relative term, and most rankings are based on area median incomes and median or average housing prices. There will always be a population below the median income that may struggle to afford housing within a particular market. This is especially true in an area like Muncie that has seen a shift in the employment and wage structure resulting in an imbalance in the housing market.

"Almost two-thirds of Muncie homeowners have a mortgage, yet 40% of Muncie's homeowners pay more than 30% of their income towards housing costs. More than 30% of homeowners pay at least 35% of income towards housing. Based on a simple assessment of affordability applied to for-sale housing, about 2,880 or 24% of Muncie families would not be able to afford to purchase housing at the median price (using 2010 Census estimates of income coupled with housing sales data from the Mid-Eastern Indiana Association of Realtors)."

Homeowners with limited income, particularly elderly and disabled persons, often cannot complete simple repairs that are essential in preserving a home, which could be considered a barrier to affordable housing. In order to assist low- to moderate-income homeowners to maintain and retain their homes, the City has continued CDBG-funding of a holistic home repair program through a collaborative partnership led by PathStone, Inc. Other agencies include: ecoREHAB, Habitat for Humanity and Home Savers.

Another barrier to affordable housing is an insufficient supply of decent, safe, and sanitary housing. HOME funds supported non-profits in their efforts to increase the supply of affordable housing, provide down payment assistance, and address issues associated with access to credit. Muncie Home Ownership and Revitalization and PathStone, Inc. provided HOME-assisted down payment assistance to low/mod households, and both agencies provided homeownership education and counseling, which includes financial literacy, avoiding predatory lenders, and credit repair. PathStone was assisted in this effort with CDBG funding.

Also according to MAP, "About 10% of Muncie renters pay more than 30% of their incomes towards housing, a much healthier statistic than that for homeowners. Nearly 45% of renters are paying less than 20% of their incomes in rent. In general, the city's middle income renters are paying less than they can afford for housing." Thus, affordability of rental units may not be a major barrier; however, a limited

supply of good quality rental units can be a barrier to affordable housing. Therefore, CD continues to focus on rental development with HOME funds.

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

The Region 6 Homeless Prevention Network (HPN) was very active, ensuring that a comprehensive network of services was available to the homeless population. The strategy included components of prevention, outreach, intake assessment, emergency shelter, transitional shelter, permanent housing, and supportive services. The HPN includes: A Better Way, Bridges Community Services, Christian Ministries, Meridian Services, Muncie Mission, Faith Builders, and Muncie YWCA. The Community Development Office, Social Security Administration, Center Township Trustee, United Way of Muncie-Delaware County, and Muncie Housing Authority also attend these meetings. The CD Director serves on the Advisory Board. These agencies address housing, health, social services, victim services, employment, and/or education needs of very low- to moderate-income individual and families, youth, and other persons with special needs.

According to the January 2018 National Point In Time Count, the official homeless population in Muncie-Delaware-County was **129**, is very consistent with the number in 2017 (131). According to local social service providers; however, that figure does not come close to the real number of people in the area in need of homeless services, because there are unsheltered homeless people residing in places not meant for human habitation: such as cars, parks, sidewalks, abandoned buildings, streets, parks, etc. It is believed that a significant number of individuals and families have found temporary housing with friends or family members. While these individuals are not homeless, and do not meet the definition for being at risk of homelessness, they are nonetheless often in an over-crowded situation that may not be sustainable long-term. None of these individuals were included in the local Point in Time Count, which means appropriate funding is not allocated to assist with the greater problem. Our stance is that if one person is homeless, that is one person too many.

The City of Muncie's priority homeless objectives for PY2018 were to support emergency shelter and transitional housing services through local nonprofit organizations and social service agencies, and to support services to assist homeless persons and families make the transition to permanent housing and independent living.

While not directly focused on prevention of homelessness, much of the proposed funding in PY2018 had a positive impact in keeping people from becoming homeless. Public Service funding for several programs for children – the Roy C. Buley Center, Motivate our Minds, and the Unity Center made it easier for families to be fully employed without undue childcare expenses. Public Service funding for the elderly at the Alpha Center gave seniors opportunities for socialization and helped them to remain on their own or their family's homes. Aging-in-place is the most cost effective way for seniors to avoid

homelessness.

PathStone's Neighborhood Improvement Program (NIP) - in partnership with ecoREHAB, Habitat for Humanity and Home Savers - provided emergency repairs for low-income homeowners. These programs kept people in their existing homes by providing critical fixes that the owners could not otherwise afford. Funding for housing counseling through Muncie Home Ownership & Revitalization (formerly Muncie Home Ownership & Development Center) and PathStone helped families move successfully into home ownership, the most stable housing solution.

Addressing the emergency shelter and transitional housing needs of homeless persons

PY 2018, CDBG funds assisted various shelters in maintaining services for homeless persons. Bridges Community Services received \$34,250 to assist in providing supportive housing services.

Other solutions that were funded to address emergency shelter and transitional housing included the following:

- Public Service dollars to A Better Way Domestic Violence Shelter (\$21,000), YWCA (\$17,250), and Bridges Community Services (\$34,250) to continue their work with vulnerable populations and give them temporary shelter and services.
- Public Service dollars to local community centers for families who may be in emergency shelters or permanent supportive housing so that children and youth can receive quality social, recreational and emotional outlets: Roy C. Buley Center (\$7,700), Unity Community Center (\$8,500), TeenWorks (\$11,7500) and Motivate Our Minds Educational Enrichment Center (\$17,000).

Many of the shelters operating in the community do so with designated funding through the State of Indiana, local CDBG funds, United Way funding and other local dollars. In addition to Public Service funding of the agencies, CDBG funds have recently been used to improve the buildings used by the agencies. These CDBG funds serve in many cases as matching funds to leverage Permanent Supportive Housing, Continuum of Care and other funds for Muncie's homeless providers.

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

One solution for the investment and use of available resources was through Permanent Supportive Housing (once referred to as Transitional Housing), and is offered at three agencies inside the city limits, with 96 units in all.

Passage Way, which has 10 units, is a bridge housing program at A Better Way that provides Permanent Supportive Housing for women victims of domestic violence with or without children. The program includes life skills, education workshops, goal setting as well as individual counseling. Bridges Second Wind Program has 36 units for families with children. Muncie Mission (which was not funded with PY 2018 funds) is a Low Barrier Shelter for men also providing life skills, education workshops, substance abuse recovery, goals setting and group/individual counseling. The YWCA (who received \$17,250 in Public Service funding) is a self-sufficiency program that has apartments, in addition to the 50 emergency beds, for women who are enlisted in life skills, job training and goal setting programs.

Efforts to address "worst case needs" have been coordinated by Bridges Community Services who received funding for operating support (Public Service funding, \$34,250). In PY2018, Bridges provided a wide range of services for homeless families, families at-risk of becoming homeless and individuals needing specific accommodations (disabled, Veterans, seniors, etc.). As housing and other services were coordinated for individuals and families, Bridges provided a wide range of services that housed the Coordinated Acces-Housing First model, provided a warming and cooling center in extreme weather, provided emergency services in coordination with public safety officers, and serving as an emergency meal site for city emergencies.

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

The Homeless Prevention Network worked within several areas of the City of Muncie to assist low-income residents with learning self-sufficiency. In response, access was made for the homeless and those threatened with homelessness at the local Work One site. A full range of GED classes are now offered, funded by another source. In addition, Mayor Tyler and the CD Director worked with the Department of Workforce Development and Ivy Tech Community College to create a Work-Ready Community through *WorkKeys*. This system profiles all jobs against 11 dimensions that are vital to the performance of those activities. Candidates for those jobs can then be assessed against the profile for suitability.

Additional services and funding provided to avoid homeless were as follows:

- Housing Rehab opportunities (emergency home repairs) through PathStone – in partnership with ecoREHAB, Habitat for Humanity and HomeSavers (\$150,000)
- Quality senior care and services in a safe environment through the Alpha Center (\$12,500)

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

Actions taken to address the needs of public housing

The Muncie Housing Authority (MHA) provides eligible residents of Muncie with quality affordable housing in decent, safe and nourishing neighborhoods. By working in partnership with the public and private sectors, MHA provides families with housing choice and the opportunity to achieve self-sufficiency. There are a total of 1,223 Public Housing units in the City (359 public housing units at Earthstone Terrace, Gillespie Tower, Southern Pines, Centennial Place and Millennium Place) and 864 Housing Choice Voucher Units. All minimum Housing Quality Standard requirements are adhered to, except where MHA has adopted a higher standard. MHA inspects each unit at least once annually to determine if the unit is still in decent, safe and sanitary condition.

The Muncie Housing Authority administers the Section 8 Rental Assistance Program (the Housing Choice Voucher Program) which currently has a waitlist of approximately 410 individuals. The MHA Section 8 Homeownership Program is a HUD-certified counseling service offering homeownership opportunities to MHA residents and post purchase counseling.

The City of Muncie has a strong working relationship with the Muncie Housing Authority. The City supports the MHA's 5-Year and Annual Plan as submitted to the U.S. Department of Housing and Urban Development and the Office of Public and Indian Housing.

The Muncie Housing Authority approved and implemented their 504/ADA Voluntary Compliance Agreement (VCA) to address accessibility and ADA provisions as required by Section 504 of the Rehabilitation Act of 1973. As a part of its 5-Year Plan for MHA, they set forth a strategic goal to undertake affirmative measures to ensure accessibility housing to persons with all varieties of disabilities. Accessible features include, but are not limited to: widened doorways, modified kitchen cabinets, lowered sink counters, bathroom grab bars, raised or lowered toilet seats.

Single elderly and/or Single Disabled applicants are issued Section 8 vouchers prior to Single applicants that are not elderly and/or disabled. More than 80% of these applicants are in the "extremely low income" category (annual income less than 30% of AMI).

According to the Muncie Housing Authority's 5-Year Action Plan, more than 13% of its residents are seniors. Units are reserved for elderly and disabled households at Gillespie Tower and Millennium Place's Howard Square.

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

The Muncie Housing Authority (MHA) Board of Commissioners established a local Section 8 preference for Public Housing residents who meet all HUD Homeownership requirements and are ready and qualified to purchase a home.

The MHA Board of Commissioners and the former CEO required MHA Staff to attend Resident Council meetings to provide information, hear complaints and address environmental, health and safety concerns. Case management and other services are provided for public housing residents and Section 8

tenants. (Note: There are approximately 410 applicants on the Muncie Housing Authority's waiting list as documented on their Website.)

The MHA Board of Commissioners has established a Resident Relations Sub-Committee that has meetings facilitated by one of its commissioners. The Board requires all site managers to convene quarterly meetings with the residents to provide information, hear complaints and to deal with environmental and health and safety issues. The site managers act as resident liaisons for community resources and self-sufficiency programs. Case management and other services are provided for all public housing residents and Section 8 tenants. In addition, homebuyer education is offered to prospective homebuyers covering: pre- and post-purchase homebuyer counseling, fair housing assistance, mortgage delinquency counseling and predatory lending advocacy

Actions taken to provide assistance to troubled PHAs

Conclusively, the Muncie Housing Authority was not designated as troubled through the Office of Public and Indian Housing in PY 2018

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)

In PY 2018, the Muncie Home Ownership and Revitalization in partnership with the Muncie Area Career Center, constructed a new home.

Census data for 2010 revealed a more diverse community, with minorities living throughout the city, but with the highest concentrations continuing in Whitely, Industry, South Central, Old West End, McKinley, and East Central neighborhoods. Those neighborhoods were within the primary target areas for the 2015-2019 Consolidated Plan, which included Census Tracts 1, 2, 3, 4, 6, and 12 and they continue to be primary targets in the current Consolidated Plan. The Whitely Neighborhood Association used funds to do a minor home rehab through the Whitely Community Council, and Home Savers provided minor repairs for homeowners.

Muncie Home Ownership & Revitalization and PathStone provided financial literacy training for prospective buyers. Topics include cash management, savings and checking accounts, avoiding common budgeting pitfalls and fraud, investment basics, Earned Income Tax Credit, Child Care tax credit, and credit history.

The Muncie Housing Authority conducted briefings for Housing Choice Voucher applicants, during which applicants receive the HUD booklet, *Fair Housing—It's Your Right*.

Community Development and Muncie Human Rights Commission followed an executed a memorandum of understanding, under which CDBG funds assisted in promoting fair housing education materials and outreach to rental property owners and managers, banks, realtors, lenders, and citizens. In addition, CD and Muncie Human Rights Commission partnered to provide an updated MBE-WBE list for Muncie-Delaware County, and to co-host educational workshops for potential contractors (especially MBE and WBE contractors) throughout the year.

The Delaware County Health Department and City of Muncie Building Inspectors cooperate fully in identifying properties that violate multiple codes, conducting inspections together as warranted, and coordinating enforcement activities within the purview of their responsibility. The Unsafe Building Hearing Authority (UBHA) heard cases about properties that had been tagged as “unsafe” by the Health Department or the “Enforcement Authority”, who is the City of Muncie’s Building Commissioner.

The MHA Board of Commissioners has a Resident Relations Sub-Committee that is led by one of its full-time commissioners. The Board and the Executive Director have required all site managers to convene quarterly meetings with the residents to provide information, hear complaints and to deal with

environmental and health and safety issues. Case management and other services were provided for all public housing residents and Section 8 tenants.

Another barrier to affordable housing is an insufficient supply of decent, safe, and sanitary housing. HOME funds supported non-profits in their efforts to increase the supply of affordable housing, provide downpayment assistance, and address issues associated with access to credit. ecoREHAB completed the renovation of a vacant single-family home, which will be sold to a low/mod household. Muncie Home Ownership and Revitalization and PathStone, Inc. provided homeownership education and counseling, which includes financial literacy, avoiding predatory lenders, and credit repair.

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

The greatest obstacle to meeting underserved needs is always lack of funding, both public and private. Several local non-profits, including CDBG subrecipients, experienced substantial losses in revenue from local foundations, local government, individuals, and from United Way, due primarily to the depressed economy. At a time when the demand for social services has increased, fewer persons can be served with decreasing CDGB or HOME funds. The CD Director, the CD Assistant Director and the Mayor continue to meet to discuss and research opportunities for grant funding to improve the community.

The exception may be homeless persons, due to the infusion of federal funds in the community for the Homeless Prevention and Rapid Re-housing Program, which assists homeless persons in finding and maintaining housing, and assists those about to be homeless with housing costs. The program is administered by Bridges Community Services, Inc., and the members of the Homeless Prevention Network (Continuum of Care) discuss ways to share and search for additional resources.

In order to better address the needs of disabled persons, the City implemented plan for ADA compliance, working to make the community more accessible by ensuring public improvements are ADA-compliant, such as public playgrounds, sidewalks, and curbs/walks at intersections in the downtown and around the city. However, due to revenue limits and the extent of the problem throughout the city, the improvements have begun, but are expected to continue for several years. Strides have been made through the Streetscape Committee and the Muncie Redevelopment Commission to bring the City of Muncie into full compliance with ADA regulations.

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

City of Muncie Community Development Office ensures that subrecipients, CHDOs, contractors, and subcontractors use lead-safe work practices by including lead-safe work practices in the written agreements made with subrecipients, CHDOs, contractors, and subcontractors.

Both Tenants and Homebuyers of rehabilitated buildings receive information on Lead-Based Paint and how to protect themselves and their families from Lead-Based Paint hazards.

Community Development requires that a Lead-Based Paint inspection is carried out by a certified inspector on all buildings built before 1978 receiving CDBG and HOME funds for rehabilitation, except where the action is exempt.

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

Three non-profit CDBG subrecipients administer programs specifically designed to lift people out of poverty.

Bridges Community Services, Inc. provided housing and supportive services to families, including services to the whole family unit, as well as individual services to the parents and the children. Case managers worked with the parents to develop a plan to work toward self-sufficiency, independence, and permanent housing, and provided individual case management sessions, study table, seasonal camps with school age participants of the program.

Bridges provided scattered site subsidized rental housing and Single Room Occupancy units for very low-income persons, and provided support services to homeless low-income single mothers with children, single women, and single dads with children, which included referral, guidance, direction, advocacy to appropriate resources and agencies, goal setting, life skills and career counseling, academic testing, adult basic education classes, weekly case management, free youth care and employment assistance.

PathStone, Inc. provided homeownership education and counseling. The monthly 8-hour homebuyer education workshops taught families the fundamentals of homeownership and covered topics including preparing for homeownership, shopping for a home, obtaining a mortgage, closing, and life as a homeowner. Many of the program participants are buying a home for the first time in their lives and require help with serious credit issues that will hinder them from purchasing a home.

PathStone also partnered with Mutual Bank, Federal Home Loan Bank of Indianapolis (FHLBI) and the City of Muncie to help provide low/moderate income elderly or disabled homeowners. Through the Neighborhood Impact Program (NIP), FHLBI matched homeowner and/or CDBG funds toward eligible home repairs, provided as a five-year forgivable loan.

Muncie Home Ownership and Revitalization (Formerly Muncie Home Ownership and Development Center) utilized the Fannie Mae Home Counselor online program to document contact with all housing counseling individuals. As part of their curriculum, applicants were provided brochures and written information that address discriminatory practices and how to effectively deal with Fair Housing issues.

During group and individual counseling settings, their clients were educated on where to turn if they believe they have been discriminated against, including contact information for the HUD Office of Inspector General. All information listed is available in other languages. During the client orientation or intake session, a list of lenders, landlords, and apartment complexes and client rights forms were provided to the client. They believe it is imperative that the client be aware of their right to choice when

it comes to their lender or housing situation.

Other CDBG subrecipients provided services that did not move people out of poverty, but served to improve the quality of life by providing social and recreational opportunities, shelter, education, health services, crisis assistance, advocacy, adult daycare and other services, and maintaining homes. For example, **Muncie Delaware Senior Center** provided services and activities for older adults in a safe, stimulating and structured environment. Activities included music, dancing, card games, bingo, cooking, low-impact physical activities and education sessions about the environment, nutrition, Muncie and U.S. History and mental/physical well-being.

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

Steps were taken to enhance coordination in local efforts providing emergency repairs to owner-occupied homes, specifically PathStone. PathStone coordinated efforts with ecoREHAB, Habitat for Humanity and Home Savers to provide low- to moderate-income homeowners a holistic approach to major repairs and modifications, along with home maintenance education. In prior years, homeowners were sometimes receiving CDBG-funded assistance from more than one organization, causing a duplicate count of beneficiaries, and agencies making referrals were confused about what agency did what type of repairs. A procedural manual and forms for housing rehab activity (updated in PY 2018) have provided more efficient administration of these activities, whether implemented by subrecipients or CD staff.

A HOME policies and procedures manual assisted the CD Director and HOME Coordinator with coordinating funds. For example, subrecipients administering downpayment assistance programs with HOME funds were required to use the same guidelines to ensure that applicants and beneficiaries received comparable services and assistance.

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

The current process for applying for CDBG funds did not use a rating system that rewarded potential subgrantees for the amount of funds anticipated from other sources. However, most subrecipient agencies had other funding sources in order to administer their programs, given the limited funds provided by CDBG grants.

Local guidelines required developers to contribute other funds to HOME-funded construction projects. For rehabilitation of existing units, non-profits and Community Housing and Development Organizations (CHDOs) contributed at least 25% of the total cost, and for-profit entities contributed at least 50% of the total cost.

The City's economic development strategy is focused primarily on attracting businesses to the Muncie community. Muncie Mayor Dennis Tyler worked closely with the Muncie-Delaware County Chamber of

Commerce and Indiana Economic Development Alliance, whose primary goals include expansion and retention of existing businesses; attracting new businesses and expanding the tax base; marketing and recruiting tech/knowledge-based businesses; marketing and promoting the local medical community and agri-business; downtown development; coordinating community and regional resources to generate economic growth; promoting - internally and externally - a positive quality of life/image of Muncie-Delaware County; and strengthening workforce education.

The City is assisted in economic development efforts by revitalizing the city's physical environment, with the Public Works and Community Development Departments, the Muncie Sanitary District, and the Muncie Redevelopment Commission coordinating infrastructure improvements, which including streets, streetscapes, curbs, sidewalks, and sanitary and storm sewers with utility companies in making improvements in the same neighborhoods.

The City of Muncie continued ongoing collaborative relationships with local public and private housing and social service agencies through active participation of City staff serving on boards, committees, commissions and coalitions (often by Mayoral appointment) working to improve the community in the areas of neighborhood revitalization, health and wellness, housing and homeownership, and social services for children, youth, families and seniors.

In PY2018, the City continued to partner with Ball State University and Ivy Tech Community College by utilizing student interns in various departments and by encouraging them to participate in immersive learning projects when possible. The City's Historic Preservation Officer (also a Planner 1 in Muncie's CD Office) works with the Muncie Historic Preservation and Rehabilitation Commission to update policies and procedures, to re-instate certificates of appropriateness for historic properties and to identify properties that are worthy of historic designation.

The City also continued its partnership with Muncie Housing Authority, the Delaware-Muncie Metropolitan Plan Commission and the Muncie Redevelopment Commission to further identify, prioritize, and address needs in a manner that makes the best use of local resources, creates visual impact, encourages economic development, and improves the quality of life of Muncie residents.

The Community Development Director also met quarterly with the Funders Forum, comprised of representatives from the local community and hospital foundations, the United Way, local private foundations and banks to ensure that funding from local sources is coordinated and leveraged for the greatest impact throughout the Muncie community.

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

The Muncie Human Rights Commission is tasked with ensuring that the rights of Muncie citizens are protected. The focus is to promote equal opportunity and equal rights for everyone regardless of race, religion, color, sex, or disability. The CD Director meets weekly with the Humans Right Executive

Director to maintain communication about fair housing, complaints or suggestions about neighborhoods, workshop ideas, and MBE/WBE support. An area of improvement would be to schedule more workshops in collaboration with the Muncie Human Rights Commission to provide a greater knowledge for local residents on equal opportunity in requests for bids and qualifications, and to increase the number of MBE/WBE in Muncie.

The City has no obvious policies that serve as barriers to affordable housing. Delaware County (which includes the city of Muncie) land use controls and zoning ordinance are fairly inclusive and flexible, City building code provisions are standard, and permit fees and charges are not excessive and do not present a barrier at this point.

Furthermore, there are policies and programs in place that help to prevent barriers to affordable housing, such as a three-year tax abatement available for new construction of single-family homes in the city, and energy assistance. The Delaware County Community Assistance Program, funded by the Indiana Housing and Community Development Authority, provides energy assistance to income-eligible households, thus making their housing more affordable.

The City used CDBG and HOME funds to partner with non-profit and for-profit housing developers to construct and rehabilitate affordable housing units, make home repairs, and construct ramps and make other accessibility improvements for the homes of disabled persons. HOME funds for housing development are only provided for units in the inner city where there is ready access to public transportation and other necessary amenities.

The City partnered with housing counseling agencies PathStone and Muncie Home Ownership & Revitalization to provide downpayment assistance, with the requirement that homebuyers receive at least 8 hours of counseling for prior to purchase. Counseling sessions and classes included information about avoiding predatory lending, repairing credit, financial literacy, home ownership and home maintenance.

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

Most current subrecipients have received CDBG and/or HOME funds for several years and are familiar with CD policies, procedures, and recordkeeping requirements, as well as federal regulations relevant to their programs. Several subrecipients also receive other federal and state funds, which require comparable financial management and data collection systems. If an occasional concern arises, CD staff provides technical assistance with follow-up in writing. No substantive monitoring concerns were noted by CD staff during this program year.

Project status sheets, as well as various financial reports through HUD online systems and the City accounting system, enable CD staff to regularly review and track timeliness of expenditures. CDBG- and HOME-funded subrecipient contracts require requests for reimbursement to be made no less than quarterly, which can be tracked on the status sheets. Subrecipients are contacted if payment requests are delayed, with technical assistance provided as needed. Detailed contracts and file checklists assist in ensuring compliance with program requirements.

The status of funds is regularly reviewed by CD staff via online HUD reports, which gives an overview of fund commitments, CHDO reservations, and disbursements. Policies & Procedures manuals for CDBG and HOME provide daily guidance and quick reference to requirements, policies, and procedures that help ensure program compliance for all types of CDBG and HOME activities. The manuals are continuously being updated by the CD Staff and approved by the CD Director.

Intentional outreach activities for Minority and Women business Enterprises (MBE/WBE) began in PY2012 and have continued through PY2018. The CD Office and Muncie Human Rights Commission follow an executed memorandum of understanding, under which CDBG funds assisted in promoting fair housing education materials and outreach to rental property owners and managers, banks, realtors, lenders, and citizens. In addition, CD and Muncie Human Rights Commission have partnered to provide an updated MBE-WBE list for Muncie-Delaware County, and have partnered to co-host educational workshops for potential contractors (especially MBE and WBE contractors) each year, conducting one (1) formal workshop in the fall and one (1) one-on-one consultations for an individual contractor to assist her with the application process.

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.

A legal notice appeared in the Muncie Star Press on July 12, 2019 inviting citizens to a Public Meeting that was to share the activities and results of the PY 2018 Annual Action Plan. There were no Muncie residents who attended the PY 2018 CAPER Citizen Participation meeting on August 2, 2019. A Power Point presentation was prepared about the PY 2018 Action Plan and CAPER. On August 15, 2019, a copy of the CAPER draft was uploaded onto the City of Muncie's webpage to also allow citizens to read and comment. To date, there were no comments, questions, or concerns. Citizens had an opportunity to respond in one of several ways. They can: 1) meet with the CD Director or her designee; 2) send written comments to communitydev@cityofmuncie.com; 3) call the CD Office and share formal comments with the CD Director or Staff; and/or 4) mail comments to Muncie City Hall.

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.

CDBG and HOME program objectives remained essentially the same in PY2018.

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

No

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

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.

CD had a professional agreement with ICAP (Interlocal Community Action Program, Inc.) to conduct Housing Quality Standards (HQS) and ICAP provided a certified HQS inspector who conducts all required HQS inspections for the HOME program, which included inspections during the period of affordability. These inspections are then documented for project files.

The following rental inspections were conducted in PY2018 based on the 24 CFR 92.504(d) HOME inspection requirements:

- 1616 S. Elm Street
- 110 N. Grande Avenue
- 1701 S. Jefferson Street
- 609 W. Main

Each of the above properties passed HQS inspection.

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

All contracts utilizing HOME funds have affirmative marketing requirements according to federal regulations, and compliance is reviewed during monitoring visits. HOME-funded affirmative marketing actions are as follows: HUD Fair Housing Poster is displayed in all offices in which sales or rental activity takes place; and all advertising materials must contain the Equal Opportunity logo, slogan or statement. This same marketing and compliance information is posted within the CD Offices. All PY 2018 HOME-assisted projects do not meet the five-unit threshold required for affirmative marketing.

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

The City of Muncie had no Program Income during PY 2018.

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)

CD staff has continued to improve HOME program administration with the help of HUD seminars and webinars, and HUD consultants. CD staff developed a HOME Program Policy and Procedures manual to more efficiently administer programs to meet projected goals, particularly in the rental development program.

HOME-funded CHDO assistance can support up to 4 previously CHDO-certified organizations. Bridges, PathStone, ecoREHAB and Muncie Home Ownership & Development Center have all been previously certified CHDOs with the City of Muncie through the CD Office. An annual meeting was conducted for old, new and potential CHDOs by the HOME Coordinator.